

Staff Council Executive Committee Meeting
November 19, 2003, 2:30 p.m. – 4:30 p.m.
603 JB

Present: Chris Annicella, Ella Born, Charlie Eastham, Hazel Kerr, Dave Martin, Cheryl Reardon, Michelle Wichman

1. **Called to order** at 2:32 p.m.
2. **Approval of Minutes:** 10/15/03 Executive Committee meeting minutes approved as presented.
3. **Issues for Discussion:**
 - a. Selection of new Council member: The Executive Committee (EC) discussed the two nominees for filling the vacancy on Staff Council due to Jeanette Wigim's resignation. Michelle Wichman read from an email that she had received from one of the nominees. A motion was made to appoint Kimberly Chamberlain to complete Jeanette's term. The motion was seconded. Charlie mentioned that this term would end April 2004. The motion was approved.
 - b. Resignation of Anna Beadle: Charlie mentioned that he had received an email from Anna saying that she was resigning from Staff Council. He said that he would make a call for nominations at the next Staff Council meeting to fill the vacancy. It was suggested that perhaps the other nominee for Jeanette Wigim's vacancy could be considered.
 - c. Electronic elections/nominations: Charlie included with the agenda for this meeting an email he and Ella had received from Mark Long regarding Staff Council elections via the Internet. Ella mentioned that Mark, Colleen, and she had met with Julie Thatcher to discuss the process that Faculty Council went through to set up nominations and elections online. Mark then contacted Ed Hill in ITS regarding the possibility of setting up nominations and elections for Staff Council online, as well. Ed suggested a meeting sometime mid-December to discuss the nominations and elections process. The EC agreed that Mark should go ahead and pursue this meeting.
 - d. Proposed tuition assistance benefit: Michelle reviewed a draft dated November 2, 2003 of a "Proposal for Tuition Assistance at The University of Iowa" that Maureen McCormick sent out. The EC discussed the proposal and raised a few questions. Michelle said that she would share with Maureen the comments and concerns mentioned.
 - e. News & Views articles and content: Ella mentioned that Colleen has asked for some assistance in preparing the next issue of News & Views. Colleen had mentioned a possible deadline of some time in January. Ella asked the EC for ideas for articles. She also asked if it would be okay to discontinue publishing the Staff Council roster in News & Views, since it is available on the Staff Council web site. The EC agreed that by doing so, it would create more space for newsworthy articles. The EC offered some ideas for articles and decided which Staff Councilors to profile in the next issue of News & Views.
 - f. Date and location for open forum with President Skorton: The EC discussed the possible dates that were offered, when President Skorton would be available for the next open forum. It was decided to try for March 2, 2004. The EC then discussed possible locations to hold the forum. Charlie encouraged considering locations other than the usual ones, the IMU and the hospital

complex. The Nursing Building was suggested and Charlie said that he would look into this possibility.

- g. Diversity Committee plans for Martin Luther King, Jr. kick off event: Dave Martin had a copy of the program for the event and mentioned some of the things that are scheduled including a play, a panel discussion, a special closing, and a drawing for Hancher tickets. Dave said that a reception is scheduled for 4:00 – 4:30. He also said that the event might be televised by the University network.
 - h. Bylaws change allowing closed Staff Council meetings: Michelle said that she has learned that the Faculty Council has closed meetings once a year for fifteen minutes, apparently for a specific purpose. Michelle said that she would be in touch with Sue Buckley to ask if she has any ideas or concerns regarding ramifications of Staff Council having closed meetings.
 - i. Guests/agenda items for future Staff Council meetings: Charlie went over a list of guests and agenda items that he already has. Some EC members offered a few more suggestions.
4. **Items for meeting with President Skorton on Wednesday, December 10th at 8:00:**
 Charlie mentioned a couple of things that he already has planned to discuss. He asked if the EC had other suggestions. A few other suggestions were offered.
5. **Pending Items:** No changes were made.
6. **Other stuff/matters from SC meeting:** Ella handed out a chart showing Staff Council attendance for April through November. She mentioned a few concerns. She pointed out, according to the Bylaws, the responsibility of the Staff Council President and the Executive Committee in dealing with attendance issues.
7. **Adjourned** at 4:31 p.m.

Future Executive Committee Meetings:	Future Executive Committee Meetings with President Skorton:
Wednesday, 12/17/03, 2:30 – 4:30 p.m.	Wednesday, 12/10/03, 8:00 – 9:00 a.m.

Respectfully submitted,
 Ella Born, Staff Council Secretary