

Staff Council Executive Committee Meeting
September 17, 2003, 2:30 p.m. – 4:30 p.m.
603 JB

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

1. Called to order at 2:35 p.m.

Charlie distributed copies of News & Views and asked if a few committee members would edit it. He also asked for names of Councilors to use for profiles in the next issue of News & Views.

2. Approval of Minutes:

8/20/03 Executive Committee meeting minutes approved as presented.

8/26/03 Executive Committee meeting with President Skorton minutes approved with clarification. With regard to Item 3.a: At the time the minutes were taken, Dave Martin was not sure who would be acting as Faculty Co-chair of the Joint Faculty/Staff Budget Committee. Dave did indeed state that it might be Jeff Cox. Since that time, however, Dave has been advised that Paul Muhly will continue on as Faculty Co-chair.

3. Issues for Discussion:

- a. Staff Council vacancies: Charlie mentioned a vacancy in the Academic/Administrative (A/A) category with a term expiring in 2005 and a vacancy in the Professional Health Care/Nursing (PHC/N) category with a term expiring in 2004. There was some discussion of possible staff members to fill these vacancies. Charlie said that he would first contact Duncan Stewart who was a runner-up for the A/A category in the last Staff Council elections. If Duncan is not interested in serving, then Charlie would contact Bret Gothe to determine his interest in serving on Staff Council. Since there were no nominees for the vacancy in the PHC/N category at the last Staff Council meeting, Charlie said that he would call again for nominations from the floor at the next regular meeting. It was asked if we should pursue filling the vacancy, if no nominations are made at the next meeting. The Executive Committee (EC) then discussed the vacancy as a result of Susan Felker's resignation from Council. Since Susan's term would be expiring in 2004, it was decided to let that position remain open until the next elections.
- b. Requests for Coca Cola funds: Dave Martin said that Nancy Noyer had advised him that she would not need the funds allocated to her for Family Services. The EC later discussed if these funds should be offered to Jane Holland for Elder and/or Child Care services. Dave said that he would talk with Jane. Dave also said that Ruth Hurlbut asked if Staff Council would be interested in having a table set up at the Health Fair on 11/5/03, since Staff Council contributed money to the Health Fair from the Coca Cola funds. The EC decided to pass on having a table set up. There also was some discussion about asking administration to increase the amount of Coca Cola funds that Staff Council can have to distribute for staff services.
- c. Faculty/Staff Budget Committee new appointments: Dave mentioned that Michael Wichman had agreed to serve on the joint committee for one year. The EC discussed a few current Staff Councilors that might be interested in serving on the joint committee. Dave said that he would make some contact with these Councilors to determine their interest in serving on the committee.

- d. Bylaws change allowing closed Council sessions: Michelle Wichman, Chair of the Bylaws Committee, said that the committee was making a proposal that would allow for closed sessions at regular monthly meetings of the Staff Council. There was much discussion as to the advisability of having closed sessions, who would determine the need for closed sessions, how the meeting would become closed, and who would be allowed to attend the closed session. It was also asked if Sue Buckley should be consulted regarding this proposal. Michelle said that she would check with Julie Thatcher, Faculty Senate's Office Manager, to obtain more information regarding Faculty Senate's "executive sessions." Michelle also said that she would revise the proposal based on the EC discussion.
 - e. Diversity Committee plans for Martin Luther King, Jr. kick off event: Dave said that the committee has decided to have the kick off event at the Art Museum. They are still working on the theme and presenters. They have discussed having a short skit and perhaps a panel discussion with a mix of panelists. It will be on January 13, 2004 and President Skorton has already received an invitation. The regular Staff Council business meeting just prior to the kick off event might be held at the Iowa Memorial Union.
 - f. Guests/agenda items for future Staff Council meetings: Charlie said that for the October meeting he has invited: Dan Holub and Dorothy Persson from the Funded Retirement & Insurance Committee (FRIC); Maureen McCormick to discuss the SkillSoft implementation; and Maile Sagan to give the annual report from the Ombuds Office. Charlie discussed along with Dave, the possibility of having some diversity constituency groups at the November Staff Council meeting. Charlie is also considering having someone from the Wellness program at a future Staff Council meeting.
 - g. Meeting with President Skorton on September 15th: As a result of President Skorton's request for input from the EC regarding the process of filling the position of Vice President of Research, the EC had some discussion as to whether thoughts should be provided to President Skorton individually or as a group. The EC decided to respond as a group. There was then discussion of the various members' thoughts and opinions. While a consensus could not be reached, it was decided that Dave and Cheryl would work on a draft of a response and let the other members of the EC review it before sending on to President Skorton.
5. **Pending Items**: The EC went over the list of Action Items and some changes were noted.
6. **Adjourned** at 4:30 p.m.

Future Executive Committee Meetings:	Future Executive Committee Meetings with President Skorton:
Wednesday, 10/15/03, 2:30 – 4:30 p.m.	Monday, 10/13/03, 3:30 – 4:30 p.m.
Wednesday, 11/19/03, 2:30 – 4:30 p.m.	Wednesday, 11/19/03, 8:00 – 9:00 a.m.
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