

Staff Council Meeting
Wednesday, September 10, 2003, 2:30-4:30 p.m.
Rembolt Room 115 CDD

Present: Matthew Anderson, Christine Annicella, Cheri Arneson, Ella Born, Vicki Brown, Jan Christensen, Julee Darner, Charlie Eastham, David Fitzgerald, Jo Ann Franklin, Julie Gilmore, Donna Hirst, Kathy Klein, Karon Kolek, Mark Long, Dave Martin, Mary Lee Neuberger, Sara Nichols, Deb Pfab, Cheryl Reardon, Sandra Reed, Christine Remmert, Rebecca Stamy, Jennifer Tucker, Jan Waterhouse, Rhonda Weaver, Amy Welter, Michelle Wichman, Kathryn Wynes, Al Young

Absent: Anna Beadle, Wendy Ford, Pamela Kacena, Hazel Kerr, Joy Kross, Dongwang Liu, Bonnie McIntosh, Donna Muller, Rachelle Stewart, Mary Maher Sturm, Jeffrey Wasson

Administrative Liaison:

Kevin Ward, Interim Associate Director of HR and Director of Employee and Labor Relations

1. **The meeting was called to order at 2:35 p.m.**
2. **Review/approval of minutes**
 - a. 7/9/03 Staff Council meeting minutes were approved as presented.
 - b. Reviewed minutes from the 7/16/03 Executive Committee meeting and the 7/22/03 Executive Committee meeting with President Skorton. There were no questions or comments.
 - c. Reviewed minutes from the 8/20/03 Executive Committee meeting and the 8/26/03 Executive Committee meeting with President Skorton. There were no questions or comments.
4. **Comments/Regents report—Kevin Ward**
 - a. The Board of Regents (BOR) meeting will be next week at Iowa State. A report on the phased and early retirement program will be presented. It is expected that there will be no significant discussion of the report. The University also will present a statistical report of the merit system. Little or no discussion is expected of this report, as well.
 - b. Kevin said that many employees have received information regarding the availability of the SkillSoft program. He asked Staff Councilors to encourage coworkers to participate in the program. This is a good way that staff can show initiative and interest in learning. Kevin also said that some orientation sessions are being held through Staff Development.
 - c. Kevin mentioned that the University Benefits office is preparing for the annual fall enrollment. The entire process will be online this year. There is no specific information yet regarding insurance rates. The Vice Presidents (VP) group, however, will consider the recommendation of the Funded and Retirement Insurance Committee (FRIC) on September 22nd. The VP group also will look at the employer's contributions toward employees' benefits. A Councilor inquired when registration would begin. Kevin believes staff will receive a mass email advising when enrollment will begin.

5. Nomination and election of Vice President—Charlie Eastham

Due to the resignation of Janice Simmons-Welburn, the Council needs to elect a new Vice President/President Elect (VP/PE). Charlie reviewed the procedure for filling this vacancy mid-term as outlined in the Staff Council Bylaws. Charlie called for nominations from the floor. Cheryl Reardon was nominated. There were no other nominations. The Staff Councilors in attendance voted. Cheryl Reardon was elected Vice President/President Elect.

6. Nominations to fill open Council member positions—Charlie Eastham

Charlie explained that due to recent resignations, there are two vacancies to fill on Council. One vacancy is in the Academic/Administrative (A/A) category and the term expires April '05. The other vacancy is in the Professional Health Care/Nursing (PHC/N) category and the term expires April '04. Charlie reviewed the procedure for filling mid-term vacancies as outlined in the Bylaws. Charlie also said that there were more nominees for A/A in the most recent election, than vacancies to fill. The Elections Committee will consider the nominee who received the next highest votes from the list of nominees who were not elected. Charlie also called for nominations from the floor. Bret Gothe was nominated. The Elections Committee will also consider this nominee and make a recommendation to the Executive Committee of two staff members to fill the position in A/A.

There were no additional nominees from the recent election for the PHC/N. Charlie called for nominations from the floor, but there were none. Charlie decided to leave nominations open for the vacant seat in this category until the October Staff Council meeting. If there are no nominations at that time, then the vacancy will remain open until the Staff Council elections in the spring.

7. Bylaws change for Budget Committee—Dave Martin and Michelle Wichman

Dave distributed a draft (8/03) of a proposal to change the description of the Staff Council Budgetary Planning and Review Committee in the Staff Council Bylaws. Dave said that this would serve as a "first reading" by Council of the proposed changes. He gave a brief history of the formation of the Joint Faculty/Staff Budget Committee and explained how the members of the Staff Council Budget Committee would also serve as members of the joint committee.

Michelle, Chair of the Bylaws Committee, said that the committee has reviewed the proposed changes. She mentioned a few corrections and suggestions that the Bylaws Committee would like to make. Dave said that they would bring an amended proposal to the October Staff Council meeting.

Dave also mentioned that the Joint Faculty/Staff Budget Committee will be meeting next week.

8. Announcements

Charlie mentioned that everyone should have received an invitation to President Skorton's first annual keynote address. He encouraged all Councilors to attend.

Charlie also mentioned that he had received a request from Dean Reisinger to suggest staff that might be willing to serve on four academic review committees. Charlie offered some suggestions to the Dean. Dean Reisinger was grateful, but also mentioned that the formation of the committees might be somewhat delayed due to the departure of Provost Jon Whitmore from the University.

9. Program on Cultural Competency—Diane Finnerty

Diane Finnerty, Diversity Resources Coordinator in the Office of Affirmative Action, was a guest. Diane distributed a handout that she developed entitled, "InterCultural Competence." Diane also presented a slide program highlighting some of the important components of InterCultural Competence including awareness of differences, unlearning information held as knowledge about self/others, and developing practical skills to work effectively with others of diverse backgrounds. Diane believes that it is a very important step to determine what is at stake. She reminded us that whoever you are, you have a culture, a tradition. Diane suggested that it be the role of organizational leadership to answer these questions: Why care? What should be done to encourage InterCultural Competence? What should be done to increase InterCultural Competence? What are the barriers preventing or inhibiting InterCultural Competence? At the end of her presentation Diane asked Staff Councilors to answer four questions on a sheet entitled, "Staff Council's Role in Encouraging Cultural Competence at the University of Iowa."

10. Council discussion of major issues affecting salary policy

Charlie mentioned that as a result of suggestions made at the Staff Council retreat in May, it was decided to devote some Council time to discussion of salary policy and related issues. Pat Kenner, past Staff Council President and a Program Consultant for Continuous Quality Improvement in the Department of Human Resources, was invited to facilitate the discussion. Charlie also said that three major issues were chosen to focus the discussion on including: salary compression, employee/employer sharing health insurance costs, and potential ways of delivering salary increases. Discussion followed, although it was somewhat limited due to time constraints.

11. Adjourned at 4:42 p.m.

Respectfully submitted,
Ella Born, Staff Council Secretary