

THE UNIVERSITY OF IOWA



March 31, 2005

To: President David Skorton
Executive Vice President & Provost Michael Hogan
Senior Vice President Doug True
Associate Vice President Sue Buckley

Fr: Cheryl H. Reardon
Staff Council President

Re: Staff Council Year End Report

Enclosed please find the Staff Council Year End Report for April 1, 2004, to March 31, 2005. I want to formally thank you for allowing Staff Council to have a voice in all important decisions that affect our university community and for your continued support of our organization.

On April 1, 2005, our organizational leadership will change. The following individuals will serve as next year's Staff Council officers.

Michelle Wichman	President	College of Public Health - Biostatistics
Jan Waterhouse	Vice President/President Elect	Equal Opportunity & Diversity
Lori Cranston	Budget Officer	Office of the Provost
Mary Lee Neuberger	Secretary	UIHC Nursing Services
Cheryl Reardon	Past President	Vice President for Research

Let me know if you have questions.

Cc: Staff Council Executive Committee

enclosure

Your Voice

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Staff Council

The University of Iowa

Year End Report (April 1, 2004 to March 31, 2005)

Introduction

One of the annual traditions of the Staff Council president is to write a year end report capturing the highlights of the year. It was my privilege to serve as Staff Council president from April 1, 2004, to March 31, 2005. I respectfully submit this year end report for your review.

The Staff Council organization represents approximately 5,000 non-bargaining staff at The University of Iowa. The group is composed of 50 members (1:100 ratio) and represents staff from four key areas. These areas include the academic-administrative sector, professional health care/nursing sector, professional-research sector, and special services sector. As a group, we meet on a monthly basis to discuss key issues that affect non-bargaining staff. The leadership of Staff Council included an eight member Executive Committee and committee chairs for ten internal subcommittees. Minutes are recorded at all official meetings and posted at the Staff Council website - <http://www.uiowa.edu/~stafcnsl/>.

The first major event of each year is the annual Staff Council retreat that occurs in April. As a group, we spend a half day developing community among our members and developing goals for the upcoming year. This year, we developed four major goals, including 1) better representing the interests of constituents, 2) promoting the concept of shared governance, 3) increasing Staff Council visibility, and 4) developing councilor expectations.

These goals were also used by committee chairs to help formulate specific plans for subcommittee work. Finally, approximately every four months, a member of the Executive Committee checked with committee chairs to gauge their progress on the stated goals. This proved to be a very useful approach. All members of Staff Council were engaged in subcommittee work and accomplishments were easy to identify.

Major Accomplishments

- Supported diversity initiatives (supported the EOD statements regarding diversity, invited Westerhaus to attend and provide strategies for Staff Council to increase diversity among its members, and supported the HR proposal regarding position expectations).
- Promoted shared governance model (established quarterly meetings with Provost Michael Hogan, submitted draft revisions to include staff representatives in administrative and collegiate review committees to Chapter 28 of the *Operations Manual*, solicited feedback from colleges regarding shared governance for staff members).
- Endorsed the emeritus policy for research scientists & research engineers (currently pending approval by Faculty Senate).
- Established a leadership role in CIC Association of Professional Staff Councils (APSC). The University of Iowa will host the Fall 2005 conference and we'll coordinate quarterly teleconferences with the group.

Your Voice

- Developed a new staff award recognizing staff service to campus (this is modeled after the Brody award sponsored by Faculty Senate and will provide a cash award and commemorative gift to the winners).
- Developed a budget officer position on Executive Committee (this will provide another leadership opportunity for a staff member on campus and will help track Staff Council finances).
- Completed major revisions to all of the Staff Council bylaws.
- Established a new process for staff tuition awards - a joint effort with Human Resources Learning & Development (an electronic workflow form that will provide more access to the awards).
- Staff Councilor involvement in numerous collegiate, unit and campus committees (including GEF Task Force Committee, Strategic Planning Committee, Ombudsperson Search Committee, VP for Research Search Committee, Associate Provost Search Committee, NCAA Recertification Process, etc.).
- Supported the creation of new furlough options for staff members (proposal developed by Human Resources).
- Developed a strong working relationship with Faculty Senate officers and UISG officers.
- Developed a campus wide statement regarding Spence Labs vandalism (joint effort with Faculty Senate).
- Participated actively in Board of Regents RISCAC Committee (committee representing merit confidential exempt employees).
- Coordinated Brown Bag lunches for constituent groups we represent.
- Developed ad-hoc committees to support the Year of Public Engagement and to develop a proposal for P&S Teaching Award.
- Increased Staff Council visibility by televising major events on UITV, provided name tags and door tags for Staff Council representatives, participated in the Homecoming Parade in October.

Conclusion

Overall, this was a very successful year for the Staff Council organization. We had a dedicated group of professionals who took ownership for their responsibilities and followed through on responsibilities. As indicated early in this report, two main leadership groups helped provide the structure of the year. The year would not have been as productive if the internal subcommittee chairs had not been effective. I'd like to formally thank the following individuals for their leadership.

- David Fitzgerald – Committee on Committees
- Mark Long – Elections Committee
- Jennifer Richman – Diversity Committee
- Kathryn Wynes – Human Resources Committee
- Mary Lee Neuberger – UIHC Ad Hoc Committee
- Ella Born – Peer Support/Referral Program Chair
- Julie Gilmore – Bylaws Committee
- Sara Nichols – University/Governmental Relations
- Kathy Klein – MSE/C Committee
- Rachelle Stewart – Education Committee

In addition, the Executive Committee is a group elected from the body of the Staff Council membership and provides leadership to our organization. I'd like to formally thank these seven members for providing me with constant feedback and insight into Staff Council issues. These

individuals are true leaders within our university community and I would like to acknowledge their commitment to Staff Council and The University of Iowa.

- Michelle Wichman (Biostatistics, The College of Public Health)
- Jan Waterhouse (Equal Opportunity & Diversity)
- Charlie Eastham (Hospital Information Systems, Carver College of Medicine)
- Ella Born (Internal Medicine, Carver College of Medicine)
- Hazel Kerr (Department of Chemistry, College of Liberal Arts & Sciences)
- Chris Annicella (Deans Office, College of Education)
- Sheri Sojka (International Programs)

Finally, I'd like to acknowledge the support and commitment from the President's cabinet and other high level leaders on campus, including Provost Michael Hogan, Vice President Doug True, Associate Vice President Sue Buckley, Interim Vice President Bill Decker, Vice President Phillip Jones, Steve Parrott and Mark Schantz. Shared governance is a philosophy that is embraced by the core leadership of this university. Engaging the leadership group in campus wide consensus and decision making are foundations of President David Skorton's leadership style. Through his actions, he has supported our organization and has involved us in every major decision on campus. We look forward to continuing our strong working relationship in the future.

Respectfully submitted by,

Cheryl H. Reardon