

**Staff Council
Meeting Minutes
May 11, 2005 2:30-4:30
102 Conference Room (CDD)**

Present: Chris Anderson, Chris Annicella, Lori Bassler, David Bergeon, Linda Berquist, Ella Born, Lori Cranston, Janet Duncan, David Fitzgerald, John Forys, Jo Ann Franklin, Julie Gilmore, Mary Greer, Mary Heath, Lisa James, David Johnson, Kristy Johnson, Hazel Kerr, Kathy Klein, Deb Kohler, David Martin, Mary Lee Neuberger, Sara Nichols, Yiannis Papelis, Janette Pettus, Cheryl Reardon, Sandra Reed, Kathleen Renquist, Helen Rittenmeyer, Heather Schnoebelen, Keri Semrau, Julie Sexton, Barb Spence, Rebecca Stamy, Duncan Stewart, Sarah Tallman, Jan Waterhouse, Rhonda Weaver, Michelle Wichman, Michelle Wiegand, Kathryn Wynes, Al Young

Absent: Nadira Ahmed, Kim Chamberlin, Nancy Davin, Nancy Fick, Deb Pfab, Sheri Sojka, Anne Sopher, Rachelle Stewart, Jeff Wasson

Administrative Liaisons: Sue Buckley, Associate Vice President and Director of Human Resources; Kevin Ward, Senior Associate Director of Human Resources

Guests: Dan Holub, Mark Kresowik, Lauren McCarthy, Sandy Gay

The meeting was called to order at 2:35.

1. Review/Approval of Minutes:

- a. Staff Council Meeting Minutes, April 13, 2005 were reviewed and approved with one revision.
- b. Executive Committee Meeting Minutes, April 20, 2005 were reviewed with no comments.
- c. Executive Committee Meeting with Provost Hogan, April 21, 2005. Minutes were reviewed with no comments.
- d. Executive Committee Meeting with President Skorton, April 27, 2005. Minutes were reviewed; a question was asked about the pilot shared governance program. Jan Waterhouse provided clarification.

2. Comments/ Regents Report, Sue Buckley:

- a. **The Board of Regents will meet June 13-14 at the Iowa School for the Deaf in Council Bluffs.**
- b. Michelle Wichman and Katherine Tachau (Faculty Senate president) gave outstanding presentations to the Board of Regents at the May meeting.
- c. The Flexible Pay Program for P & S employees was approved by the BOR. A one-year pilot will begin July 1, 2005. The pilot will be campus wide. All colleges and departments will adhere to the central elements of the program

but will also create very specific guidelines for their college/department. Guidelines will include how the program will be communicated to employees. These guidelines will then go to the University Human Resources for review and approval prior to implementation. Each college/department will be required to track data which will be presented to the BOR after the one year pilot program ends on June 30, 2006. A question was asked about where funds will come from for employees working on grants—this will be determined in each department.

3. Comments, Kevin Ward:

- a. SEIU has filed a petition with the Iowa Public Employment Relations Board on behalf of P&S staff in the Research and Academically Related Professionals bargaining unit to hold an election to determine if this group will unionize.
- b. The bargaining unit was determined in 1977. College Human Resources departments are reviewing all non-organized staff to identify employees they feel should be excluded from the bargaining unit based on job description/supervisory status. UI and SEIU will work to reach an informal agreement on which job classifications will be included in the bargaining unit. PERB has scheduled a meeting on June 6, 2005 to determine the bargaining unit. After the unit has been identified the proposed unit definition will be posted and employees will be allowed to express their thoughts.
- c. After the bargaining unit has been determined an election will be scheduled if SEIU has obtained the necessary number of signatures from members of this unit. Ballots will be mailed to employees at their home address. The majority of those voting will determine the outcome of the election.
- d. Information related to bargaining can be found on the UI Employee and Labor Relations website.

4. FRIC Committee, Dan Holub:

- a. The GEF Task Force recommendations relating to FRIC were reviewed last fall. FRIC said no to the recommendations to reduce flexible benefits to the employee/spouse group and the vacation accrual proposal. FRIC agreed with the recommendation to establish a three-year vesting requirement on TIAA-CREF.
- b. **Health Insurance Survey:** Results showed most employees are satisfied with the plans. The concerns are with the rising costs of the plans and it was suggested a plan with a higher deductible could be created.
- c. **Generic Drugs:** FRIC agreed with the proposal to add a provision to health plans that choosing generic drugs would be free rather than a percentage cost to employees.
- d. **Large Claims:** Discussion included how large claims are handled. Currently for claims greater than \$50,000 the cost is spread among all CHIP plans when calculating rates for the following year. A question was raised whether a \$50,000 claim is the right figure to use. It was recommended that this be

changed to \$50,000/contract rather than \$50,000/claim. This would change the method of calculating risk.

- e. **UI Select Plan:** Discussion on how to handle large claims also included whether UI Select should be included with the CHIP plans. Originally UI Select was a small plan and not included in risk spread for large claims. The number of employees choosing UI Select has increased. FRIC recommended UI Select be included.

5. Staff Council Business:

- a. **Homecoming Committee, Kathy Klein:** Last year Staff Council made a banner that was displayed in a downtown Iowa City business. Staff Council also walked in the Homecoming parade handing out candy, pom-poms and Staff Council stickers. This is an opportunity for Staff Council to be visible in the community. A sign-up sheet for those interested in participating this year was passed around.
- b. **CIC/APSC (Committee on Institutional Cooperation/Association of Professional Staff Councils), Ella Born:** UI is the host for the 2005 conference in October. Teleconferences have taken place on January 24, April 4 and another is scheduled on June 6. Discussion included by-laws, vacation accrual, tuition waiver for staff and domestic partner benefits. More information can be found on the website: www.cic.uiuc.edu.
- c. **UIHC Ad Hoc Committee, Mary Lee Neuberger:** The committee met with representatives from UIHC and the College of Medicine senior administration (Ann Madden-Rice, Diana Leventry and Jim Henderson). Issues discussed included pay range for P & S staff in the APN/NCS supervisory classifications that is lower than unionized non-supervisory colleagues and staff furloughs in the Health Information Systems department at UIHC. The College of Medicine issues included improving communication with staff and tuition assistance available to COM staff. We also discussed scheduling joint forums with the CEO of UIHC and the Dean of the COM. Another meeting will be scheduled with Donna Katen-Bahensky (CEO, UIHC) when the budget has been finalized.
- d. **OVPR (Office for Vice President for Research) Review Committee, Lori Bassler:** The fourteen member committee includes three Staff Council members (Michelle Wichman, Lori Bassler and Hazel Kerr). The committee will review the office. Emphasis will be on the outlying organizations that report to this office. Target date for completion of this review is the end of the year.
- e. **Update of Staff Awards, Julie Gilmore:** The execution, review and selection of staff awards is the responsibility of the University/Governmental Relations Committee. Deadline for nominations was last month, recipients will be announced in early summer.
 - Outstanding Staff Award (16 applications)
 - Board of Regents Staff Excellence Award (11 applications)
 - SC Staff Excellence in Service Award (2 applications)

- f. Staff Council Budget Update, Lori Cranston:** Staff Council receives \$50,000 per year from Coke funds. Lori provided a breakdown of how these funds were spent in FY 2005. Staff Council also has a general education fund budget of \$9,875.
 - g. Staff Council Research Representatives Letter, Sara Nichols:** Staff Council research representatives have been meeting informally to discuss issues relevant to their constituents. The group identified staff concerns and expressed these concerns in a letter sent to President Skorton, Provost Hogan, Vice President for Research Hay, Associate Vice President Buckley and Vice President Doug True.
- 6. Shared Governance, Jan Waterhouse:**
- a.** The Executive Committee has engaged in discussions on local shared governance with President Skorton and Provost Hogan. The goal is to develop a local shared governance model at UI that will allow staff to have input in decision-making. A group of Staff Council members (Jan Waterhouse, Ella Born, Barb Spence, and Kathryn Wynes) is developing a proposal to discuss at the Executive Committee on May 18. Kevin Ward will assist this group.
 - b.** What should the structure be in each college/organization? A survey of colleges showed most members are faculty with little staff representation. Several colleges do involve staff but this is not the general rule.
 - c.** How should members be selected? Suggestions include electing members by the constituent group they are representing or appointing by the Dean/Vice President based on nominations by unit chair/director.
 - d.** What issues should be addressed? Issues may include budget and space allocation, strategic-planning, campus service mission and salary.
 - e.** How should these structures be related to Staff Council?
- 7. UI Student Senate, Mark Kresowik (President) and Lauren McCarthy (Vice President):**
- a.** Similar discussions on shared governance are taking place across campus. Mark and Lauren emphasized faculty, staff and students need to have a united voice. Students are part of UI charter committees but these committees often are not reported back to the student government. Student Senate is always interested in hearing the perspectives of faculty and staff.
 - b.** Top issues identified by student government are tuition, strategic planning, shared governance (relationship to UI and Staff Council), open lines of communication, alcohol consumption, and communication with students—what does student government do, improve websites making them more accessible to students.

The meeting was adjourned at 4:30

Respectfully submitted by,
Mary Lee Neuberger, Secretary.