

**Staff Council Executive Committee  
Meeting Minutes  
October 19, 2005 2:30-4:30  
603 Jefferson Building**

**Present:** Ella Born, Lori Cranston, Nancy Davin, Nancy Fick, Mary Lee Neuberger, Cheryl Reardon, Sheri Sojka, Michelle Wichman

**Absent:** Mary Greer

**The meeting was called to order at 2:30.**

**1. Review/Approval of Minutes:**

- a. Executive Committee Meeting Minutes, September 26, 2005 were reviewed and approved as written.
- b. Executive Committee Meeting with President Skorton, September 27, 2005. Minutes were reviewed and approved as written.
- c. Executive Committee Meeting with Provost Hogan, September 28, 2005. Minutes were reviewed and approved as written.

**2. Coke Funds:** The Staff Council allocation for FY06 is \$50,000. Staff Council received three requests for Coke funds. The following allocations were approved.

- a. **Improving Our Workplace Award (IOWA), Nancy Noyer:** Request approved for \$1100.
- b. **UI WorkLife/Recognition, Nancy Noyer:** Request approved for \$3,000.
- c. **Celebrating Cultural Diversity Festival, Marcella David:** Request approved for \$2,500 pending receipt of an itemized budget.

**3. Communication, Steve Parrott (Director, University Relations):** Mr. Parrott explained how the decision was made to discontinue the paper copy of FYI. The GEF Task Force recommended on-line staff and faculty communication to decrease costs. A survey was sent to staff and faculty. Analysis of the survey found it to be “balanced” between written vs. on-line communication; the survey may have indicated preferences slightly swayed to print. A review committee will be created to look at internal communications. The Executive Committee will recommend 5-6 staff to participate in this review committee. Suggestions to improve communication:

- a. Create something similar to the UI News Digest as a replacement for FYI.
- b. Using video messaging from Staff Council to constituents. This is being used by the Alumni Association and has been very successful.

**4. CIC APSC Meeting (October 16-17), Ella Born:**

- a.** Issues discussed: CIC recognition of the APSC group, advancement/compensation/performance appraisal, voting representation on university-wide governance groups, affordable retirement, and job security.
- b.** Action items: Subcommittees were formed to address performance review, compensation/advancement, and job security. Ella will participate in the performance review subcommittee.
- c.** Other issues on the agenda but not discussed due to time constraints included strategic planning, reward/recognition, salary, equitable retirement contributions, localized shared governance and retirement pensions.
- d.** All participants felt this was a productive meeting.

**The meeting was adjourned at 4:35.**

Respectfully submitted by  
Mary Lee Neuberger, Secretary