

**Staff Council Meeting Minutes**  
**Wednesday, July 9, 2008**  
**S401 PBB**

**Present:** Joyce Baker, Linda Bergquist, Diana Boeglin, Robert Brown, Stacy Coffman, Janet Duncan, Eddie Etsey, John Forys, Mark Fullenkamp, Martha Greer, Mary Greer, Diane Hauser, Sean Hesler, George Hospodarsky, Helen Jameson, David Johnson, Glenn Kell, Kathy Klein, Pat Kosier, Angela Lamb, Kathy Last, Selina Lin, Robert Manders, Pat Mason-Browne, Betsy Momany, Mary Lee Neuberger, Mitchell Owen, Janette Pettus, Laura Prince, Sandra Reed, Paul Ruff, Gary Sanborn, Mark Schmidt, Heather Schnoebelen, Michael Schueller, Jamy Schumacher, Amber Seaton, Karen Shemanski, Kris Sigsbee, Linda Spence, Sarah Tallman, Rhonda Weaver

**Absent:** Lori Bassler, Traci Bergthold, Nancy Fick, Matthew Gilchrist, Marian Muste, Deb Pfab, Eric Schnedler, Karla Stout, Kristina Venzke, Carlette Washington-Hoagland, Dianne Wasson

**Administrative Liaisons:** Sue Buckley

**Guests:** Doug Elaire, Peter Gustin, Bob Milsap, Julie Sexton

Meeting was called to order at 2:30. Thank you to all those attending.

**1. Attendance and Announcements:**

- a. Attendance was taken by Staff Council Vice President/President Elect, Glenn Kell.

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

- a. Staff Council Meeting Minutes, June 11, 2008, were reviewed and approved as written.
- b. The June Staff Council Executive Committee meeting minutes will be sent to members for review.

**3. Compensation and Classification Redesign Project, Bob Millsap and Karen Shemanski:**

- a. Karen Shemanski has been hired as a Compensation Specialist for this project.
- b. A full report (Buck Consulting Report) can be found on the University of Iowa Compensation and Classification website.
- c. The project has 5 phases: Planning/Visioning; Internal Evaluation of Job Classifications; Market Pricing; Pay Delivery; Implementation and Administration. The project is transitioning from Phase 1 to Phase 2.
- d. The Steering Committee is responsible for setting the strategic direction for the project and has a significant role in key decisions regarding design, process and implementation. Members of the Steering Committee can be found on the Compensation and Classification website.
- e. The Advisory Committee is a group of staff and faculty members who will serve as a "sounding board" for ideas and recommendations from the Steering Committee and as a liaison with various constituents for the project. The Advisory Committee will be comprised of employees who are representative of the University's managerial, professional and scientific and faculty groups. The Staff Council Executive Committee will review staff applications and submit final recommendations to the Steering Committee, who in conjunction with Human Resources, will select individuals to serve on the Advisory Committee by the end of July.
- f. The University community can expect frequent communication and updates on the progress of this project.

**4. Flood Update, Sue Buckley:**

- a. There have been numerous extraordinary efforts by faculty, staff and students to assist the University of Iowa as well as University employees directly affected by the flood.
- b. Information about the University flood recovery can be found on the UI Flood Recovery website: [www.uiowa.edu/floodrecovery](http://www.uiowa.edu/floodrecovery). A link to this website can also be found on the UI Homepage.
- c. The UI Flood Recovery website provides information about flood relief resources for staff, faculty and students and volunteer and donation opportunities.
- d. Funds are available to help current students, staff and faculty with flood-related losses. These funds are supported by contributions to the UI Foundation's Flood Relief Fund: [www.givetoiowa.org/floodfund](http://www.givetoiowa.org/floodfund).
- e. The UI Flood Exchange is a program that was created to be an online exchange to connect those in need with those who can help. Members of the UI community are encouraged to log onto this website to list needs or volunteer help or household items: [www.uiowa.edu/floodrecovery/uihelp.html](http://www.uiowa.edu/floodrecovery/uihelp.html).
- f. Staff Council complimented the University for the excellent communication that has been provided to the entire University community throughout this process.

**5. Staff Council Budget Report, Sarah Tallman:**

- a. Sarah Tallman, Budget Officer, discussed the Coke Funds that have been allocated for FY08 and what has been committed for FY09. Sarah also reviewed the various requests made for Coke Funds and how decisions for distribution of the funds are made.
- b. The Staff Council Executive Committee grants Coke Fund requests in May and November. There is approximately \$9,700 still available for FY09. Requests will be reviewed and awarded in November.
- c. Staff Council committed \$3,000 to be used for Staff Appreciation events. Sarah encouraged departments to apply for grants (up to \$300). Staff Appreciation grants are administered through UI WorkLife. Please contact Nancy Noyer at [nancy-noyer@uiowa.edu](mailto:nancy-noyer@uiowa.edu) with questions.

**6. Appointments and Resignations, Martha Greer:**

- a. Mary Greer announced that MSE/C has 2 vacancies. There are no available candidates to fill the vacancies from this year's election. Please consider nominating a staff member for these positions.

**7. Announcements and Reminders, Martha Greer:**

- a. President Mason hosted a reception honoring the nominees for the Board of Regents Staff Excellence Award, The UI Outstanding Staff Award, and the David J. Skorton Staff Excellence in Public Service Award. The reception was held at the Kinnick Stadium Press Box on July 8. Staff Council would like to thank President Mason for hosting this wonderful event.

The meeting adjourned at 4:00 p.m. Following the meeting, the Staff Council committees met to begin planning for the upcoming year.

Respectfully submitted by,  
Mary Lee Neuberger