

**Staff Council Executive Committee Meeting Minutes
June 25, 2008**

Present: Martha Greer, Diane Hauser, George Hospodarsky, Glenn Kell, Mary Lee Neuberger, Sarah Tallman, Marsha Adolph

Absent: Lori Bassler, Mark Fullenkamp, Kathy Klein

1. Flood Update, Martha Greer:

- a. Martha is attending some of the regular flood meetings. Martha discussed concerns over essential vs. non-essential employees. Currently, there are staff who are not able to return to their offices. If they are not working, they need to take vacation. However, there are other ways that staff can contribute to the University and remain in pay status without taking vacation.
- b. Susan Johnson discussed the plan to grant some flood relief funds to UI employees directly impacted by the flood with Martha Greer. They may be putting up a one-stop spot on the web for people to refer to. Website will be live soon to direct and give information on flood announcements.
- c. Discussion of relocation of various staff and parking issues continued.

2. Meeting with President Mason cancelled:

The Staff Council Executive Committee meeting with President Mason for tomorrow morning has been cancelled due to flood related issues. The meeting cannot be rescheduled, so the next meeting will be July 23, 2008.

3. Coke Funds Budget, Sarah Tallman:

- a. Coke fund requests were brought to the table by Sarah for review. She reviewed that last year the Staff Council Executive Committee voted to accept coke fund requests twice a year. This was done in November, and now are reviewing the May requests. Sarah passed out a spreadsheet with the information for the last year. Several years ago, the Staff Council Budget Officer, Lori Cranston, found some extra money, and they have been slowly whittling that down each year. Some of the commitments are made every year, and then there are new ones every year. Those approved today will be for FY09. Sometimes the entire amount requested is not funded, and a portion of the amount may be funded.
- b. The amounts were awarded as follows:
 - **Mary Jo Small** – \$15,000 approved, but would like information regarding who is on the committee and how are they spending the money. Approved
 - **Skillsoft** – Last year the money for SkillSoft was reverted to the **Research Development Program**. \$5,000 was approved for the Research Development Program.
 - **Creative Media Group** – This request was not funded
 - **Tuition Assistance** – Voted to keep it at the \$5,000 level - \$5000
 - **Well On Our Way, UI Wellness** – \$2000 awarded
 - **UI Health Fair** - \$1500 awarded
 - **Staff Appreciation Grants, Staff Appreciation Grants** – Agreed to give \$3,000 as requested.
 - **Improving Our Workplace Awards (IOWA)** – awarded \$1,000

- c. These are requests that will be committed to at this time with some money remaining for those ideas/requests in November.
- d. Sarah will send an award letter to those that are chosen for this money. Martha would like to review the Awards letter to request some kind of report on what was done and how, and also include results. It was discussed to possibly have some of recipients visit an SCEC meeting or submit a report regarding their program and the results.

4. Benefits Meeting, Martha Greer:

- a. Martha attended a meeting with President Mason on Monday morning. She noted that there was no new information presented, and there has not been a decision made at this point.
Faculty Council met regarding benefits. Letter will be drafted from Faculty Council regarding points they agreed on.
- b. The VP group and President Mason will be meeting on July 8. Martha Greer will draft a letter to be presented at that meeting.

5. Staff Awards, Amount and method of payment:

- a. The amounts of the Staff Awards will be increasing. The current method of payment for the Board of Regents award is paid to the department. Faculty BOR awards are paid directly to the recipient. Jon Carlson, Special Assistant to the President, asked for SCEC feedback on the staff award—should it be paid directly to recipient, keeping tax implications in mind. Unanimous decision by the SCEC that the BOR award should be paid directly to recipient beginning with the 2009 awards. This year's will be awarded as advertised, through the department. Martha will notify Jon Carlson of our decision.

6. Meetings:

- a. The next Staff Council Executive Meeting is July 2 with Lola Lopes.
- b. The next Staff Council meeting is July 9 in W401 PBB. Both Lori Bassler, Staff Council Secretary, and Marsha Adolph will be absent from the meeting. Mary Lee Neuberger agreed to take minutes at this meeting in their absence.

Meeting adjourned at 4:40

Respectfully submitted,

Lori Bassler
Staff Council Secretary