

Engineering Staff Advisory Council

22 January 2009 Minutes – Final
3258 SC

Members Present: Pete Haug, Phil Jordan, Dawn Marshall, Andy Veit, Susan Beckett, Richard Hardin

Liaisons Present: Janann Schiele

I. Call to Order – 8:34AM

II. Minutes from the December meeting were submitted and approved.

III. Liaison Committee Reports

A. Staff Council – Andy attended on December 10th. Position Description Questionnaires will probably be eliminated after the Classification and Compensation redesign. The new system will hopefully have much less criteria for job reclassifications because the new system will favor a career ladder approach with performance progress. The Buck Consultant report is on the HR website for more information. The UI staff council handout is appended to these minutes. For more information see the UI staff council website.

B. Human Resources – As for the upcoming budget allocations, Barry will visit ESAC on Feb 26 as well as be available on March 2 for a brown bag lunch discussion.

IV. Elections

A. Letters will go out in Feb, Mar, Apr, and May to drum up support for staff participation in ESAC. These letters will promote what ESAC does and what ESAC would like to do. ESAC members should send Dawn their ideas (phrases, topics, discussion points) for the election letters. Dawn will review the minutes from the last year or two for additional ideas. Diana could help make a poster for the related “media blitz” in May.

V. Old Business

A. Sexual Harassment On-Line Training – Janann Schiele and Dawn and Phil took the sexual harassment training course online. The online course seems great with the only complaints being about the graphics being small and that jargon was prevalent in the terminology. A post-training discussion group would be a great follow-up to the online course. Online training is required for all UI staff by June 2009. Motion was made for ESAC to support the online training and encourage P&S to complete the training. Motion carried unanimously. Therefore ESAC will support the implementation of online training by sending a reminder email to all staff.

B. Staff Milestones – no discussion

C. Shared Governance Discussion – no discussion

VI. New Business

A. International Committee Report: Susan, Deborah, and Dawn will discuss with other units within college and see how we can improve our international awareness ideas based on previous efforts. The ESAC members felt that diversity (international) awareness for faculty/staff/students/alumni and ties between the CoE and international alumni/students were two key areas to promote.

B. Brown Bag Luncheon – Monday March 2nd with Dean Barry Butler in 3111SC from noon to 1:00 PM

C. February Blues Celebration – postponed til next year due to budget concerns

D. Mary Sheedy Award / CoE Awards Luncheon – Diana will send Ryan and Barry an email about this.

E. Staff Appreciation Lunch – This should be catered and will be the Monday after graduation in May. Deb, Andy, and Diana are on this committee.

F. Next meeting will be on February 26 at NADS with Barry Butler. The agenda will include a report of the Staff Service Award Committee, Brown Bag, Mary Sheedy Award, Elections, Webpages, and Budget.

VII. Motion to Adjourn was entertained and passed unanimously. Meeting adjourned at 09:51AM.