

Engineering Staff Advisory Council

26 March 2009 Minutes – Final
107 SHL

Members Present: Pete Haug, Susan Beckett, Sarah Williams, Diana Harris

Liaisons Present: Janann Schiele

I. Call to Order – 8:35AM

II. Minutes from the February meeting were approved.

III. Liaison Committee Reports

A. Staff Council – The last UI staff council meeting was nomination week and reelection of members. At the staff meeting, Megan Mueller from UI Wellness presented information. Questions regarding the latest information on the UI budget concerns were redirected toward the UI budget web site.

B. Human Resources – Janann reported no budget decisions have been finalized yet, but it appears that each department will have some ownership in budget reduction decisions. However decisions about temporary reduction in pay (TRIP) will likely be made at higher levels like the provost or college deans offices. Concerning the Compensation and Classification re-design, each department will probably need to submit a new PDQ for each employee to find out where they will be classified. Concerning the sexual harassment training, 49.85% of UI staff have completed the training and 66.20% of CoE staff have completed the training. There will be another training session on April 14th.

IV. Elections

A. Six positions are open for election candidates. Four candidates have asked to be considered so far.

V. Old Business

A. Shared Governance Discussion – no discussion

B. International/Diversity Committee: Action Items for April/May – April 16th we will display a world map and flags in the hallway near 1505 SC. The map might go in the niche in John Deere Plaza. ESAC will send out an email announcement. Motion was made to approve the \$43 in expenses toward this project. Motion seconded and unanimously approved.

C. Staff Service Award Committee – The Staff Service Award would recognize contributions toward charter committees and shared governance work in addition to other volunteer work that promotes the UI image through education or participating in professional service organizations. This work could be paid or unpaid. The Mary Sheedy Award is related to your job function, the well-being of employees or students around you, and generally awarded to outstanding service within the duties of your specific position responsibilities.

D. May Lunch – we would like to have a poster showing the ESAC candidates photos. We will still want to publicize an election at the May Lunch so that we can get write-in candidates.

E. Bike Racks – there is a new bike rack on the east side of the building but ESAC is requesting a new rack on the west side. John Millsap will be asked again for a west side rack.

F. Staff Milestones – Greg Carmichael created the staff milestones for faculty and these milestones list who is on staff council, charter committees, dean review committees, reclassification committees, professional organizations, etc. At the next ESAC meeting we will review and discuss a formal recommendation on having staff milestones publicized for staff.

G. Webpage Templates (Dec. Minutes) – ESAC agreed to do this so we will issue a letter to Doug Eltoft requesting Bill's time to develop a database and web interface.

VI. New Business

A. Sharepoint – Diana will ask Doug for access to the new sharepoint program. Further discussion and vote were tabled.

B. February meeting with Dean Butler –feedback from the meeting with Dean Butler was positive.

VII. Motion to Adjourn was entertained and passed unanimously. Meeting adjourned at 09:40AM.