Call to order – 8:32

Present: Deborah Hampton, Steve Beck, Troy Lyons, Tom Barnhart, Brandon Barquist, Mark Wilson, Diana Harris, Andy Craig, Jan Waterhouse, Jesse Plotrowski, Sandy Gerard

Not present: Sean Allen, Kandy Munson, Ryan Baumert, and Jackie Stolze

Call to order: Announcements
ESAC now has 13 members

Minutes from June meeting- approved

Liaison Committee Reports:
  a. Human Resources: The Exceptional Performance (EP) Award 10% of salary/10% of college staff population) and Spot Awards are provided to staff for exceptional performance in the work place. Troy will request to present these awards to EAC.
  b. Compensation and Class – new classifications title in effect. Compensation will be assigned to a pay level similar to pay grade system we have now. The market zone is a narrower band than the previous compensation system the University had in place. The new compensation takes effect Oct. 1, 2011. It is designed to enable supervisors to provide raises easier than before. The market zone will be published on the HR web site. Central HR website has published a complete list of all UIA employees with their new classification. Market analysis will be updated every year using the baseline provided by the consultants that were hired to provide the information originally.
  c. UI Staff council will change how they elect members. There is a proposal that beginning with 2012 election year, members will be elected by job categories and have decided to have each college elect a person to represent their college on Staff Council. This will provide a representative from every aspect of the University.

UI Staff Council report: No report

Old Business:
  a. Meetings are monthly, rotating in alpha order between the CCAD, IIHR, NADS, and the Seamans Center. ESAC will continue to meet on Wednesdays from 8:30-10:30. ESAC may meet in different buildings around campus to see other parts of campus.

c. At ESAC’s Groupshare site - http://groupshare.uiowa.edu/teams/ESAC/ – are the past and current minutes/agendas/bi-laws/members handbooks, etc. All ESAC members have access to upload items for ESAC. The site is by Password access only - hawk id and hawk id password.

d. Committee mission statements – Committee Chairs - provide the purpose of your committee in one –two sentences to Troy.

e. Guidelines for Staff Research award – elections committee will select the recipient for this award in addition to the Mary Sheedy and Staff Service awards. Diana requested from Dean Scranton brief outline, Troy will follow up.

f. ESAC has requested a presence at EAC meetings. Alec is open to an ESAC representative being present if he becomes permanent dean. Troy will recommend that ESAC not be present at every meeting, but perhaps every other meeting. Being part of the conversation would be beneficial for staff. ESAC could request a copy of the agenda to see if there is something that would pertain to staff.

Committee Reports

a. Executive Committee – set agenda for meeting
b. Elections committee – no report - elections completed
c. Social Events - events being planned for 2011-2012
d. Publicity/Webmaster – need Webmaster and need to publicize more about ESAC and what we do.

e. Staff Award Evaluation Committee - no report – awards given for 2011?
f. Get to Know the College – LACMEERS a great success, NADS this fall.
g. International/Diversity – Meeting with John Millsap and Gary Peltier, Doug Wagg Aug 4 to discuss cleaning of the flags.

Presidents Report

a. 2010 Presidents report – Diana Harris.
   1. President’s report can be read on groupshare share site.
   2. Executive Committee is to meet with Dean twice a semester.
   3. The EAC request to dean listed there as well. A history of EAC listed in report.
   4. ESAC is constantly evolving, and it changes with each new group.
   5. Creating staff profiles (Publicity committee), assurance from Webmaster that this will be put on the COE Intranet.
   6. Committee reports will be helpful to new members in deciding what committee they want to be on.
New Business

1. Elections – Executive Committee – President, Troy Lyons, Vice-President, Mark Wilson, Secretary Deborah Hampton, and At-Large Member, Jesse Piotrowski
2. International/Diversity committee renamed to “International Flag Committee” – Chair Deborah Hampton
3. Elections Committee – Chair – Mark Wilson
4. Staff Award Evaluations committee – 5 people on committee minimum 3 ESAC members Chair Mark Wilson, Jesse Piotrowski, Andy Craig
5. Social Events – Ryan Baumert Deborah Hampton, Kandy Munson, Sheila Britton, and Sandy Gerard
7. Welcome/goodbye – Sandy Gerard and Deborah Hampton
8. Get to Know the College – Jan Waterhouse, Ryan Baumert, Brandon Barquist, Deborah Hampton, and Andy Craig.
9. Intranet Advisory Committee – Mark Wilson, Sandy Gerard, Diana Harris, Tom Barnhart
10. Professional development – Need new committee members?
11. Budget and Planning committee – May take this item out of by-laws. Will need to include the nominee luncheon in the budget for this year. Have each committee that required funding submit a budget to the At-large Executive member (Jesse Piotrowski). This will be introduced into by-laws after language is written.
12. Election of officer’s change -Informally agreed to have executive committee from previous year meet with new president in July.
13. Name tags made at Electronic Shop for new members.
14. Next Meeting is August 24 – NADS if you need to carpool, send an e-mail to Troy Lyons.

Adjourned – 10:32