I. Review/Approval of Minutes for July 13, 2006
   a. Modifications: John Millsap’s term should be listed as 2 years
   b. Accepted as amended

II. Subcommittee Reports
   Explore Engineering Series, Megan Allen
   - no report
   Social Committee, Margaret Evans
   - Report on Welcome Back Reception, staff and faculty attended
   - Committee had not yet met formally
   - Wendy Cadena may also be interested in being a member of the committee
   - Discussed the idea of sister events at other sites within the University
   Executive Committee, Susan Beckett
   - Goal, priorities and ideas were discussed
   - Committee will meet four times a year with Dean Butler
     o Issues for his consideration will be presented during these meetings
     o Dean Butler will meet with full Council once a year
     o First Brown Bag Lunch before September meeting with Dean Butler
   - Suggestion Box:
     o Postcards could be sent to all staff and returned to council through campus mail
     o Pursue other avenues for staff to bring issues and make suggestions to the council
     o The council will accept any suggestions and issues and forward items to other bodies if unable to address them
   - Flex time
     o Discussion of different arrangements at different offices
o What would it take to get flex time approved?
  ▪ Compelling reasons, U of I has a flex time policy
  ▪ Guidelines and considerations
o Meeting with Engineering departments who are interested
  ▪ Subcommittee formed: Ginny Miller, Rebecca Whitaker, Margaret Evans
- Representative from Staff Council on relevant College Committees
  o Few apparent standing committees
  o Executive Committee will discuss with Dean Bulter how ad hoc committees are formed in the College and how ESAC can be included
- Establish communication with other councils: faculty, staff and students
  o Meet once a year with other councils
  o Discuss with Dean Bulter
- Encourage and fund professional development for staff, ideas include:
  o Paying for courses and conference attendance
  o Help publicize and promote opportunities

III. University Staff Council Update, Ginny Miller
  a. Staff Council does not meet in August

IV. Human Resources Update/Report, Janann Schiele
  a. New ground rules for how awards are funded
  b. ESAC needs to write a description for provost
     i. Susan will look into format
  c. College of Engineering did not have a high response rate to Life at Iowa survey and there were no significant results
  d. LiveWell survey also had a low response rate in College of Engineering

V. Old Business

  Sharepoint Demonstration, Mark Wilson
  -Sharepoint will be the primary communication venue for ESAC including agendas and minutes
  Research staff time allocation for meetings/service, Mark Wilson
  Smoking policy invited speaker, Ginny Miller
  -Prof. Wilf Nixon is available in September for the meeting at NADS
    -Ginny Miller will invite Prof. Nixon

VI. New Business
Communication Committee or “Officer”
- Mark Wilson will serve as officer
- Content for website should be sent to Bill Easton
- Pictures for ESAC website
  - Margaret Evans has pictures from functions and will send them to Bill Caston
  - Pictures of council will be taken at next meeting
- Old website on Sharepoint will be removed and documents saved

September Executive Committee Meeting with Dean
- How does Dean Bulter see the role of ESAC in the college
- Ad hoc committee procedure
- Flex time

Salaries for Professional & Scientific staff
  - Make people more aware of flex pay and Spot awards
  - A report of how many were presented and how many were available
  - Council will revisit this issue

VII. Announcements
  a. Tailgate functions in Engineering College on October 5 & 6 open to staff, parents, alumni, etc.
  b. Tent for honors clubs will be on John Deere Plaza during Homecoming weekend
  c. Next meeting will be at NADS

VIII. Adjourn