## ESAC Meeting Minutes: 7/28/2016

Call to Order: Lisa Lang (8:35 am)

sent: Jennifer Portwood, Josh Atcher, Robert Johnson, Sarah Lobb, Wendy Brentner, Daniel Gilles, Lisa Lang, Kim Lebeck, Harvest

Ellis, Megan Delaney

Location: 202 ERF

Minutes from June meeting were approved.

Announcements: none

Finance/HR Director Reports:

o none

## **Committee Reports:**

- Executive: none
- Elections:
  - Dan checking into ballot issue not all COE staff received the email to vote.
    - o Eric Russo didn't find any issues, we are still looking into it
- Staff Awards: none
- Social Events: none
- Publicity and Communication: none
- Welcome & Goodbye:
  - Leaving
  - o Welcome
- Get to Know the College: none
- Bylaws/Policies & Procedures: none
- Community Service:

## **Old Business:**

### **New Business:**

Dan will look into the status of ESAC SharePoint site

Formed new committee groups

Adjournment: Lisa Lang adjourned the meeting at 9:15 am

Submitted by: Megan Delaney

Next Meeting: 8:30 am, August 25, 2016

Location: 4511 Seaman Center



	April Tippett									
Non-ESAC	notting slied?				member				,	
	lan Waterhouse							member	member	8
	Sarah Williams									member
	Wendy Brentner			Chair				-	member	
	Blake Rupe	=				Member?				
	Robert Johnson			Member				Member	Member	
	Megan Delaney	SEC.			Member		Member			Chair
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ESAC	Kimberly Lebeck				Member			Chair		
	Jennifer Portwood	TREAS.	Member	Member				Member		
	Sarah Lobb	VP	Member	Member						member
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	Thristopher nomo-					Chair			member	
	Joshua Atcher			member	Chair		member			member
		Executive	Elections	Staff Award Evaluation	Social Events	Publicity	Welcome/Goodbye	Get to Know the College	Bylaws/Policies	Community Service

# **Engineering Staff Advisory Council**

July 28, 2016, 8:30 a.m. 202 FRF

- 1. Call to order
- 2. Introductions
- 3. Approval of minutes from previous meeting
- 4. Announcements
- 5. Impromptu new business items for this agenda
- 6. Liaison committee reports
  - a. UI Staff Council meeting
  - b. HR Director Jan Waterhouse:
  - c. Finance Director April Tippett
- 7. Executive Committee nominations
  - a. Vice President/President-Elect
  - b. Committee assignments
- 8. Committee reports

  - a. Executive

    b. Elections Evic Russo definent sneine yothing Across. Per next for electrons

    c. Staff Awards
  - c. Staff Awards
  - d. Social Events
  - e. Publicity and Communication
  - f. Welcome/Goodbye
  - g. Get to Know the College
  - h. Bylaws/Policies & Procedures
  - i. Community Service
- 9. Old Business
- 10. New Business

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Next meeting a. Items form the floor

August 25, 2016, 8:30am

Location: TBA

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	8	chair	member			member	member	member	PRES	Daniel Gilles	ESAC
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New Year - FY17	member		Chair				member			Kimberly Lebeck	
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										April Tippett	

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# ESAC Meeting Minutes: 6/30/2016

Call to Order: Dan Gilles (8:30 am)

esent: Daniel Gilles, Kimberly Lebeck, Lisa Lang, Blake Rupe, Sarah Lobb, Jan Waterhouse, Megan Delaney

Location: 4505 SC

Minutes from May meeting were approved.

Announcements: none

# Finance/HR Director Reports:

- Jan HR Update
  - O Danny Tang accepted the position of Chief Technology Officer for the COE effective August 1.
  - Hiring 2 part-time co-directors for the WISE (Women in Science and Engineering) program. One
    will be on campus, and one will handle outreach and recruitment.
  - o Hiring Admin Services Coordinator for BME
  - Hiring an Assistant Director position for the Hanson Center
  - NADS and MIE faculty hire from public policy

# **Committee Reports:**

- Executive: Dan is requesting a summary of last year's activities by each committee chair person.
- Elections:
  - New members: Blake Rupe, Sarah Lobb, Robert Johnson, Wendy Bretner
  - Dan checking into ballot issue not all COE staff received the email to vote.
- Staff Awards: none
- Social Events: none
- Publicity and Communication: none
- Welcome & Goodbye:
  - Leaving
    - Doug Eltoft Chief Tech Officer
  - o Welcome
    - Nathan Holt IIHR
    - Deborah Willard IIHR
- Get to Know the College: next event in the fall
- Bylaws/Policies & Procedures: none
- Community Service: River clean up in the fall.

## **Old Business:**

## **New Business:**

Annual committee reports summarizing activities due by July Meeting

Adjournment: Dan Gilles adjourned the meeting at 9:00 am

**bmitted by**: Megan Delaney

Next Meeting: 8:30 am, July 28, 2016

Location: 202 ERF (2<sup>nd</sup> floor Conference Room)

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