

Draft

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

Present: April Tippet, Christopher Fomon, Jan Waterhouse, Lisa Lang, Sarah Lobb, Joshua Atcher, Jennie Portwood, Kim Lebeck, Megan Delaney

Location: 3210 SC

Minutes: March minutes were approved

Announcements: none

UI Staff Council

- Staff Council Meeting Agendas and Minutes <https://uiowa.edu/staff/meetings-and-agendas>

HR Director Report (Jan):

- Performance Reviews
 - 100% of performance reviews were submitted on time.
- Staff Award Event was successful – thank you to ESAC's contributions.

Finance Director Report (April):

- As of today, no budget for FY18. It should be released by late May.
- Strategic funding request has been submitted
- Fiscal year end deadlines calendar is coming
 - July 3rd is the transition period, anything financial will most likely be inaccurate on this day.

Committee Reports:

- **Executive:** meeting with Alec in May-June (Sarah will schedule)
- **Elections:**
 - Results next week (early May)
 - There was some confusion with the ballot, resulting in the follow up email from Sarah explaining the two separate ballots in more detail.
 - Discussed why it was difficult to gather volunteers for ESAC and what we could do differently
 - Advertise sooner and/or year round
 - Workload issues
 - Better communication about ESAC (who we are and what we do)
 - Enhance the role of ESAC to be a more integral part of the decision making in the college to advocate for staff. One idea was to create a more formal structure to involve ESAC.
 - Meet more often with the Dean more frequently
- **Staff Awards:**
 - Staff Award Event was successful
 - Committee will re-evaluate the requirements for the community service award, possibly moving it towards service that is both related and non-related to the nominee's job.
 - We will discuss further at the next meeting.

April 2017

- **Social Events:**
 - May 18th after work (around 4:30) social event at Big Grove
 - ESAC will cover food/snack, but not alcoholic beverages
- **Publicity and Communication:**
 - Advertise newly elected ESAC Members, Social Event at Big Grove and Iowa City Mobile Pack event in early June.
- **Welcome & Goodbye:**
 - **Leaving:**
 - **Welcome:**
 - Donna Palmer – MIE
 - Nancy Hamel – PLTW
 - Rosemary Tiwari - IIHR
- **Get to Know the College:**
 - Contact Doug Eltoft about tour of the annex
 - Bagels and coffee or cookies
 - Week or so after finals (May 22nd)
- **Bylaws/Policies & Procedures:** none
- **Community Service:**
 - Iowa City Mobile Pack – Feed My Starving Children event on June 9th and 10th

Old Business:

New Business:

Adjournment: Lisa Lang adjourned the meeting at 9:25 am

Submitted by: Megan Delaney

Next Meeting: 8:30 am May 25th, 2017

Location: 202 ERF

ESAC										Non-ESAC			
	Joshua Atcher	Christopher Fomon	Sarah Lobb	Jennifer Portwood	Kimberly Lebeck	Lisa Lang	Megan Delaney	Robert Johnson	Blake Rupe	Wendy Brentner	Sarah Williams	Jan Waterhous	Sheila Britton
Executive			VP	TREAS.		PRES	SEC.						April
Elections			Member	Member		Chair							
Staff Award Evaluation	member		Chair	Member		member				Member			
Social Events	Chair				Member		Member						member
Publicity		Chair							Member				
Welcome/Good bye	member						Member		Chair				
Get to Know the College				Member	Chair							member	
Bylaws/Policies		member				Chair				member		member	
Community Service	member		member				Chair				member		

Staff Council

- shared services
 - providers feel they do well
 - consumers ~~are~~ are not as happy
- Gary Barta @ QA.
Short & sweet.

Jan -

- Thanks for ESAC contributions to Staff Awards
- 100% performance reviews were submitted on time.

April

- Still no budget for next yr. early + late May
- Strategic funding request has been submitted.
- FY end deadlines calendar coming.
- June reports wed July 5th TDR
- Don't look at anything financial on July 3rd (Monday)

Executive - early May - meeting with Alec
Election - results next week

had some trouble/question with the ballot,
email was forwarded out by Sarah

Awards - successful event;

looming at community senior award.
related to job, but not the job.

feedback next month, and then the
will discuss at July meeting.

May
agenda -
community
senior award
of recognition

1. Introduction

2. Objectives

3. Methodology

4. Results

5. Discussion

6. Conclusion

7. References

8. Appendix

9. Acknowledgements

10. Bibliography

11. Glossary

12. Index

13. List of Figures

14. List of Tables

15. List of Abbreviations

16. List of Symbols

17. List of Equations

18. List of Figures

19. List of Tables

20. List of Abbreviations

21. List of Symbols

22. List of Equations

23. List of Figures

24. List of Tables

25. List of Abbreviations

26. List of Symbols

Election Cont. ~~The~~ why is it so hard to

- get people to ~~non~~ volunteer
- what can we do differently.
- could we start ~~annually~~ talk about it, advertise it year round.
- workload issue, could be a conprot.
- looking for suggestions, comments
- better communicating who ESAC is + what we do.
- role of ESAC could be enhanced, we could do more on behalf of advocates for staff, but we don't always know they are happening.
- maybe a more formal structure to get involved with what is going on, more systemic decisions.

Such as when shared services implementator.

- Staff a conversation with Alec -

- look at the by laws, is there more that we should do, consider how do we move forward.

Social event - \$400⁰⁰ remains

- after work event after finals.
- not alcoholic beverages but we will provide food.
- No pts staff.
- 4:30 - list classes that go there

Blank lined paper with a red margin line on the right side.

advertisement (publishing & communication)
adviser newly elected ESAC members.

new staff ^{announcement}

- Donna Palmer MBE
- PLTW - Nancy Hammel
- Rosemary Trower -

UT journals

GTKTC

- contact Doug for tour of annex
- Bagels & coffee
- after finals 8:30 to 9:00
- Arizona? Nexus - give more information

Community Service

- go for it - STA working on advertisement.

1. The first step is to identify the problem.

2. The second step is to analyze the problem.

3. The third step is to plan the solution.

4. The fourth step is to implement the solution.

5. The fifth step is to evaluate the results.

4/26/17 - Jan
ESAZ community servi

9-12
for exam
event - new
addition -
alumni

Feel my staying children
mobile for event

Friday
6/9 + 6/10

~ evening
6-8:15

3 shifts

2hr. - morning

goal: how many meals indicate
how much they need to raise

(2) get more people

online donation
+ cash donation
tuesday

you don't know when before but they
report back govt.

goal \$ 32,000
don't \$ 20,000

5th annual. - City high

fundraising is on going

volunteering to actually pack the food.
190 people per shift

facebook page - website - larva city mobile
page.

youtube.com
Janet

12/15/14

12/15/14

12/15/14

12/15/14

12/15/14

12/15/14

12/15/14

12/15/14

12/15/14

Engineering Staff Advisory Council

April 27, 2017 8:30 a.m.

3210 SC

1. Call to order
2. Introductions
3. Approval of minutes from previous meeting *approved.*
4. Announcements
5. Impromptu new business items for this agenda Liaison committee reports
 - UI Staff Council meeting
 - HR Director Jan Waterhouse
 - Finance Director April Tippet
6. Committee reports
 - a. Executive
 - b. Elections - update
 - c. Staff Awards - update
 - d. Social Events
 - e. Publicity and Communication
 - f. Welcome/Goodbye
 - g. Get to Know the College
 - h. Bylaws/Policies & Procedures
 - i. Community Service
 - i. Feed the Starving Children – discuss
 - ii. <http://volunteer.fmssc.org/Register/mobilepack/event.aspx?event=1406-70#.WQDx3YgrKUK>
7. Old Business –
8. New Business
 - a. Items form the floor

Next meeting

May 25, 2017; 8:30am

Location: 202 ERF

	ESAC										Non-ESAC			
	Joshua Atcher	Christopher Fomon	Sarah Lobb	Jennifer Portwood	Kimberly Lebeck	Lisa Lang	Megan Delaney	Robert Johnson	Blake Rupe	Wendy Brenthner	Sarah Williams	Jan Waterhouse	Sheila Britton	April Tippet
Executive			VP	TREAS.		PRES	SEC.							
Elections			Member	Member		Chair								
Staff Award Evaluation	member		Chair	Member		member		Member		Member				
Social Events	Chair				Member		Member						member	
Publicity		Chair							Member					
Welcome/Goodbye	member						Member		Chair					
Get to Know the College				Member	Chair			Member				member		
Bylaws/Policies		member				Chair		Member		member		member		
Community Service	member		member				Chair	Member			member			

4/27/17 ESAC meeting

April Tippet

Christopher Fomon

Jan Watershouse

Jisa R Lang

Sarah Lobb

Joshua R. White

Joseph Portwood

Kim Sebeck

Megan Delaney

4/15/11

April 15th
Christopher Farrow

John Farrow
John Farrow
John Farrow
John Farrow
John Farrow

John Farrow
John Farrow