

## Engineering Staff Advisory Council Agenda

Thursday, September 14, 2023 @ 10:30 a.m. CST

Via Zoom

<https://uiowa.zoom.us/j/99462210028?pwd=Nk4vSFdETTI4UWpHVmdod1FOSldwUT09&from=addon>

### MEETING

#### 1. Call to order

- a. No members absent.

#### 2. Announcements (5 min)

- a. Question of the day: Favorite part of fall.

#### 3. July Meeting Minutes (2 min)

- a. Edits and approval ([Minutes](#))
  - i. Approved after vote, motion Honings and second Ikoma

#### 4. Working at Iowa Survey – Diane (15 min)

- a. Survey completed Oct 2022, 20 questions, also shows trend 2016/18/20, six-point scale, 62% participation overall, lowest scores around recognition and workload, improved score for diversity supportive environment, strengths in ENGR: know expectation, superior treats with respect; ENGR top concerns: opportunities for promotion, recognizing accomplishments; Ramaker suggested sharing info with all staff/faculty for transparency

#### 5. Committee Updates

- a. Executive – N/A
- b. Bylaws - N/A
- c. Elections - N/A
- d. Staff Awards – Update re: meeting to combine Longevity and Excellence Awards – Brian/Diane (5 min)
  - i. Next year all combined into one ceremony, working with Ann to determined what is most appropriate; fall tentatively scheduled as Oct 30 in senate chambers 3-4:30 with 30 min presentation (longevity) plus social hour. Call for ad-hoc committee members requested. May have door prizes, Herky, fun event activities. Burks volunteered. Nominations timing issues brought up with one ceremony in fall only.
- e. Publicity & Greeting - (5 min)
  - i. Solicit items for the newsletter
  - ii. First newsletter went out, second ideas: pollinator garden, party after parade, HR updates (to be emailed). Sending end of each month ideally. Meeting in a few weeks to discuss launch of Thank You program.
- f. Engagement & Inclusion (5 min)
  - i. Events plan – Chili Cookoff, other events
  - ii. Chili cookoff delayed, times in Oct/Nov being discussed (M/T/R), "golden ladle" award previous, 3D printed for winner (bowl this year), suggested that advertisement could emphasis sign up more clearly/prominently. New invites will go out (can be included Oct newsletter).
- g. Sustainability - Hillary/Joe (5 min)
  - i. Event held for Pollinator Garden had a great turnout! Plaque or stand to give ESAC name (Ramaker and Morelli) being researched; Alternative breakfast event in spring, looking into some smaller events also for this academic year.

## **6. Budget Update – Hillary (5 min)**

- a. No expenses this month, encumbrances for donut (180), chili cookoff (unknown), garden expenses (unknown), ice cream (65)- funds from UI Wellness and other sources to help with garden needs and expenses will be applied, reminder to enter staff hours (centers), engagement expenses/estimates requested.

## **7. Liaison Updates**

- a. Finance and Operations Update – April Tippet (10 min)
  - i. Scholarship portal 2024-25 open Sept 4- due Feb 1 (delayed due to FAFSA) - this is for undergraduate college of engineering students.
  - ii. Fall 2023 census enrollment info released: 274 graduate students and 1706 undergraduate students. As a reminder with the UI Budget model student tuition, indirect cost recover may impact budget going forward – the next budget review board meeting is in October
  - iii. Facilities:
    - 1. The sculpture for CEE 150th anniversary reveal set for homecoming week
    - 2. AED Additions and Updates planned for DSRI, ERF additional stop the bleed kits will be ordered for all AEDs that do not currently have a kit with them currently
    - 3. Ongoing meetings continue with UI Facilities Management regarding the IATL fires and evacuations for future preventative measures and communication plans.
  - iv. Question: where are enrollment numbers in comparison to anticipation? Down slightly from budget, however, our resident, non-resident mix is better than budgeted which could be a sign that the IL scholarship pilot project is working well. A focus should be on the retention of the students we have in the college.
- b. HR Update –Diane Fountain (5 min)
  - i. COVID one vaccine available in limited location. Call UI employee health clinic to schedule. Sick leave policy now includes preventative care appointments (also for family members) eff Aug 1.
- c. DEI Council Update – No meeting yet, scheduled this month.
- d. UI Staff Council Update – Brian (5 min)
  - i. Nov 2 UI Health Fair in Field House, push to support food pantry- staff council will donate, low participation for United Way (in comparison to Big10)--any interest in promotion? Maybe discuss again in Nov.
- e. EAC Update – no meeting

## **8. Old Business**

- a. Adjourned 11:33A

## **9. New Business (open floor)**

**Next meeting**

October 12, 2023, 10:30 a.m.