

Engineering Staff Advisory Council Agenda

Thursday, November 9 2023 @ 10:30 a.m. CST

Via Zoom

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

MEETING

1. Call to order

- a. Tippet, Twiari, Hines, Morelli not present
- b. 11:47 call to order (delayed)

2. Announcements

- a. Question of the day: Favorite Thanksgiving food/meal

3. September Meeting Minutes

- a. Edits and approval ([Minutes](#))
- b. Approved, Ikoma motion with Burkes second

4. Discuss ESAC annual [calendar](#) idea (Alec)

- a. Available for members/councilors to review and edit

5. [Thank You Card program](#) update

- a. Form sent out to councilors for final approval and to begin promotion

6. Committee Updates ([Committee roster](#))

- a. Executive – met with the Dean
 - i. Discussion about her interaction with ESAC executive committee around events such as Q&A or Townhall in fall as well as the social or icebreaker in spring
 - ii. Will visit with entire council meeting annually in January
 - iii. Would like to start a late summer/fall kickoff retreat
 - iv. Goals for future “road show” or webinar series
- b. Bylaws - draft for review and discussion in Dec (vote Jan)
 - i. Jensen will email to members for review and discussion at next mtg.
- c. Elections - N/A
- d. Staff Awards – N/A
- e. Publicity & Greeting -
 - i. Solicit items for the newsletter
- f. Engagement & Inclusion
 - i. Events plan – Chili Cookoff TODAY
 - ii. Currently promoting winter clothing drive
 - 1. Locations in SDC, Library, Dean office, and Hydraulics lab
 - iii. Set date for holiday luncheon in future
- g. Sustainability - N/A

7. Budget Update – (Ikoma)

- a. Approximately \$6k remaining mainly earmarked for staff hours
- b. Will check with Dean’s office about holiday party funding

8. Liaison Updates

- a. Finance and Operations Update – April
 - i. Not in attendance
- b. HR Update –Diane

- i. Survey about awards ceremony sent out, please ask peers to complete and provide feedback, in particular location ideas/thought (should stay same or vary: Stanley, Kinnick, Hancher, etc.)
 - ii. Student job code mapping is completed and being updated, for better pathways to employment within the University after graduation
 - iii. BOR DEI study group posted results, campus leaders are evaluating and providing recommendations in March (for Apr BOR meeting)
 - iv. Two days of vacation added for all vacation eligible employees to use as paid time off
 - v. Benefits enrollment is open until November 15.
- c. DEI Council Update – Amanda
 - i. Meeting next week, committees formed, and broad charges given
- d. UI Staff Council Update – Brian
 - i. Not in attendance
- e. EAC Update – Brian
 - i. Not in attendance

9. Old Business

10. New Business (open floor)

- a. Nothing brought to table
- b. Motion to adjourn 11:21A Ikoma, Burkes second

Next meeting

December 14, 2023, 10:30 a.m.