

Engineering Staff Advisory Council Agenda

Tuesday April 9, 2024 @ 3 p.m. CST

Via Zoom

<https://uiowa.zoom.us/j/94785636840?pwd=Z291Ky96a294S0RzSmtkL1R2bWZwZz09&from=addon>

MEETING

Note: Only ESAC members have access to the embedded links.

1. **Call to order 3:04P**
2. **Question of the Day – Where did you watch the basketball final?**
3. **March Meeting Minutes**
 - a. Edits and approval ([Minutes](#))
 - b. Approved, motion Ikoma and second LaVelle
4. **Carleen FerroNyalka to present on river/sidewalk cleanup request**
 - a. May 15, 9A-12P possible time slot
 - b. Could have food following, ice cream or hot dogs
 - c. Sign-up link will be sent out this month
5. **Review Dean McKenna’s Staff Survey Results - [File](#)**
 - a. General feelings to share with Dean were discussed
 - b. Q&A part cut short due to lengthy presentation
 - c. 20% response rate approximately
6. **[Budget Update – Derek](#)**
 - a. With estimates we have \$620 remaining for end of year social
 - b. Purchases should be completed prior to June 12 ideally
7. **Committee Updates ([Committee roster](#))**
 - a. Executive – Did not meet
 - b. Bylaws -
 - c. Elections – Alec
 - i. Email going out for elections this month
 - ii. Nominations requested (from council members)
 - d. Staff Awards – Brian/Diane update
 - i. Committee established
 - ii. Three awards were updated/refreshed
 - iii. Call for nominations last Tuesday, Apr 2 (-Apr 25)
 - iv. Committee will review and make recommendations once nominations complete
 - e. Publicity & Greeting -
 - i. Solicit items for the newsletter
 - ii. Please include follow up summary from Dean Q/A, slide deck, and survey results. (Brian)
 - f. Engagement & Inclusion
 - i. Upcoming events: Big Grove spring social, back party room reserved
 - ii. Second notice to go out this month
 - g. Sustainability - Joe can't attend
 - i. Alternative Transportation Breakfast, May 15 (Brian)
8. **Liaison Updates**

- a. Finance and Operations Update – April
 - i. Working on Collegiate Economic Analysis (projecting enrollments/tuition/aid/etc.)
 - ii. FAFSA received, but still waiting for validation to award college of engineering undergraduate scholarships
 - iii. Currently taking recommendations and suggestions for the new HR transaction request forms on engineering website
 - iv. GEF carry-forward request reviews happening, decision will be sent out by the first week of May
 - v. Data dashboards being refactored to align with unit needs and create better accessibility
 - vi. New coordinator for facilities and operations starts on Monday, April 15
 - vii. Additional eye wash and safety showers being installed in ERF
 - viii. College of Engineering facilities master plan is being updated for all ENGR buildings in conjunction with Joe Bilotta’s Office.
 - ix. Summer projects for CoE beginning planning and timing: SC: carpet replacement, moves and lab clean outs (due to new hires), painting, dusting of flags in engineering commons and ribbon artwork in 2nd floor, window washing; IATL and CB: moves and lab cleanouts
- b. HR Update – Diane
 - i. Discover Your University (request to include in newsletter)
 - ii. Faculty Staff Excellence Awards (request to include in newsletter)
 - iii. Pilot program for Career Development request process, first cycle was Feb 15-Mar 25 (Apr 1 effective date)
 - 1. Spring Feb 1 submission deadline for Apr 1 effective date; Fall Sept 1 submission deadline for Nov 1 effective date which may be inclusive of the annual salary increase in July.
 - 2. University policy allows these to be submitted at any time, College is establishing a twice per fiscal year review cycle.
- c. DEI Council Update – Amanda
 - i. Training for members on Bystander Intervention and Responding to Microaggressions
- d. UI Staff Council Update – Brian
 - i. Meets tomorrow in MERF and via Zoom
 - ii. Elections for this council coming up, Morelli nominated for Vice President
 - iii. May meeting will have President Wilson
- e. EAC Update – Brian
 - i. Priorities in the college: research support, rural health and AI as future programs, central funds for transformational faculty

9. Old Business

10. New Business (open floor) Adjourned 4:01P

Next meeting

May 9, 2024, 10:30 a.m.