

DIVISIONS

AF - Administration & Finance

Meeting No.310

AT - At Large

Date of Meeting: March 13, 2003

ESS - Educational & Student Services

Place of Meeting: North Conference Room, Union

OTP - Office of the President

UA - University Advancement

Meeting

Convened: 1:30 p.m.

I - Instructional

Meeting Adjourned: 3:03 p.m.

Members of the Council in Attendance:

Dave Andersen, Phy Plant - 32213 AF

Bob Frederick, Career Center - 36857 ESS

Michael Blackwell, CME -- 32250 ESS

Jascenna Haislet-Carlson, Theatre -- 36387 I

Seth Bokelman, CSBS - 37616 I

Cynthia Houlson, Phy Plant -- 35855 AF

Nancy Bramhall, Individ. Studies - 32504 I

Dave Kohrs, UNI Dome - 32865 AF

Doug Case, PLS - 37145 I

Shelley Pruess, Maucker Union - 33743 ESS

Vicki Collum, Devl. - 36850 UA/OTP

Dennis Reimer, ITS ET - 36285 I

Karen Cunningham, Individ. Studies - 32504 AT

Patti Rust, Registrar - 32113 ESS

Dana Foster, WRC - 35859 I

Ex-Officio Member Proxy

Others

Joe _____ - Department of Residence

Kim Schares - Human Resources

I. Call to Order - President Bob Frederick called the meeting to order at 1:30 p.m. All those present introduced themselves.

II. Special Event - Jan Hanish, Director of the Union, presented floor plans of the new construction in the Union and conducted a tour for the entire council.

III. Approval of Minutes of Meeting #309

Michael Blackwell made motion to amend section 6A to add a P&S survey to the formal goals. Doug Case moved to accept amendment, seconded by Shelley Pruess. Motion carried.

IV. Presentations and Reports

A. Vicki Collum - WWW Site Committee

Was good having Marty Robertson at last meeting; not that familiar with P&S Council and can be good for keeping P&S web site fresh and current; asking what can site do for me? They will meet every last Wednesday in the Union - everyone is welcome to attend.

B. Karen Cunningham - Employee Relations Committee

Reviewed the agenda, talked about nominations via web by March 31 to give longer time before ... "Meet the President" has been going on for last seven years, think its time for a name change.

C. Doug Case - Employee Issues Committee

They will be meeting the last Wednesday of the month, will be meeting for first time this month, look over goals.

D. Dave Andersen - Policies and Procedures

Nothing to report.

E. Cynthia Houlson - Salary & Fringe Benefits Committee

Seth Bokelman put together a spreadsheet based on salary to compare last years' 33% versus 25% total pool of P&S monies. Some divisions take certain percentage off top for discretionary use, which goes back into salaries. Built contingency, if less than 3%, reconsider taking off the top. Council will discuss with constituents. Council will then make recommendations and present to the cabinet. Historically they have been very receptive. Bob mentioned legislature wants to reduce the UNI base by \$3.6 million; hence all salary increases would be out of tuition increase. Asked Kim Schares about situation with Merit increases: per union contract, 2% July, 2% January 2005, and step increase for Merit staff not at top of pay grade of 4.5%.

Patti Rust asked if any other comments, vote on today? Decided to send recommendations to constituents, then vote on. Doug moved for show of hands, 15-0 in favor of presenting to P&S staff. Mention in UNIONline, have link to spreadsheet - reach more staff that way. Seth will let Council know when available so they can get word out.

V. HRS Update

Nothing to report. Cynthia Houlson thanked Kim Schares for her assistance during the Salary and Fringe Benefit Committees meetings.

VI. Old Business

A. Academic Calendar Models

1st model - status quo

2nd model - start 2 days earlier, with full week of Thanksgiving off

3rd model - start full week earlier, with full week of Thanksgiving off and 2 day Fall Break

Patti received little feedback, but Seth and Doug received many e-mails; problematic for technology upgrading, etc. Faculty Senate voted to stay with status quo, but has not gone to the cabinet yet. P&S Council will still make voice known by collecting e-mails, summarizing thoughts and drafting a letter.

B. Policies & Procedures Handbook

Bob met with Doreen Hayek, Margaret Empie and Nick Bambach. A decision was made to not review the Policies and Procedures handbook with the P&S Council until the final review was completed by the ad hoc Committee.

VII. New Business

Bob indicated that he would like to meet in a special session on March 24th at 1:30 to discuss the salary and fringe benefit recommendation. A location will be determined and emailed to all.

VIII. Other Business

Doug Case moved to adjourn meeting, seconded by Michael Blackwell. The meeting was adjourned at 3:03 p.m.

Respectfully submitted,
Becky Meyer
The Career Center

