

Professional and Scientific Staff Council

DIVISIONS

AF – Administration & Finance
AT – At Large
ESS – Educational & Student Services
OTP – Office of the President
UA - University Advancement
I – Instructional

Meeting No. 312
Date of Meeting: May 8, 2003
Place of Meeting: CBB 319

Meeting Convened: 1:30 p.m.
Meeting Adjourned: 2:05 p.m.

Members of the Council in Attendance:

X Dave Andersen, Phy Plant – 32213 AF
X Michael Blackwell, CME – 32250 AT
X Seth Bokelman, CSBS – 37616 I
X Nancy Bramhall, Individual Studies – 32504 I
P Doug Case, PLS – 37145 I
X Vicki Collum, Development – 36850 UA/OTP
X Karen Cunningham, Individual Studies – 32504 AT
X Dana Foster, WRC – 35859 ESS

X Bob Frederick, Career Center – 36857 ESS
X Jascenna Haislet-Carlson, Theatre – 36387 I
P Cynthia Houlson, Phy Plant – 35855 AF
P Dave Kohrs, UNI Dome – 32865 AF
X Shelley Pruess, Maucker Union – 33743 ESS
X Dennis Reimer, ITS ET – 36285 I
X Patti Rust, Registrar – 32113 ESS

Ex-Officio Member

Renee Romano

Proxy

Dennis Hayes
Greg Davies
Paul Huber

Others

Nick Bambach – Human Resources

- I. Call to Order – President Bob Frederick called the meeting to order at 1:32 p.m.
- II. Approval of minutes of Meeting #311
Dennis Hayes made a motion to amend Section VI, third paragraph, to read “no smoking” policy. Vicki Collum moved to accept the amendment, seconded by Patti Rust. Motion carried.
- III. Strategic Planning Review Committee update – Michael Blackwell
For complete details see: <http://www.uni.edu/pres/univcomm/strategic.shtml>
- IV. HRS Update – Nick Bambach
Nick reported that the Employee Recognition and Reward Committee has been meeting weekly and were recently involved in six focus group sessions. A survey was distributed to all Administration and Finance division employees for input. Information from this survey will be forthcoming.
- V. Committee Reports
 - A. WWW Site Committee – Vicki Collum
The committee met on April 23. Their first quarter marketing effort will appear in UNI Online on May 13. Hot topics include the June 1 deadline for staff training grants. Everyone was encouraged to notify their staff of this opportunity.
 - B. Employee Relations Committee – Karen Cunningham
The 2003 Staff Excellence Regents Award recipients are Donna Vinton and Randy Pilkington. The selection committee met on May 1st to select two P&S award recipients. The selection

committee members were: Emiliano Lerda, Linda Corbin, Al Stamberg, Tricia Welter, and Greg Stefanich. The next event that the committee is currently working on is Meet the Pres.

Dana Foster is sending welcome letters to new P&S employees every month.

C. Employee Issues Committee – Nancy Bramhall

The Employee Issues Committee met with a P&S employee on April 14. After listening to the concerns of the staff member, the committee concluded that the supervisor had followed all required P&S Personnel Policies and Procedures.

D. Policy and Procedures Committee – Dave Andersen

The committee is currently working on the P&S staff survey and involved in revisions to P&S policies and procedures.

E. Salary and Fringe Benefits Committee – no report

VI. Old Business - none

VII. New Business - none

VIII. Other Business

Nancy Bramhall announced that she will be retiring in June of this year. Bob Frederick will work on finding another person to fill the last 6 months of Nancy's term.

The council thanked Michelle Clark for facilitating the Regents Staff Excellence Award committee.

IX. Adjournment

Seth Bokelman moved to adjourn the meeting, seconded by Nancy Bramhall. The meeting was adjourned at 2:05 p.m.

X. Power Plant Tour

Charles Fosselman and Stuart Mackey gave the P&S Council members a complete tour of the Power Plant. Pictures are available on the P&S web site. http://www.uni.edu/ps_council/

Respectfully submitted,
Sandy Law
Human Resources