

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. 315
Date of Meeting: August 14, 2003
Place of Meeting: Gilchrist 207

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

Members of the Council in Attendance:

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

Bob Frederick, Career Center – 36857 ESS
 Jascenna Haislet-Carlson, Theatre – 36387 I
 Cynthia Houlson, Phy Plant – 35855 AF
 Dave Kohrs, UNI Dome – 32865 AF
 Shelley Pruess, Maucker Union – 33743 ESS
 Dennis Reimer, ITS ET – 36285 I
 Patti Rust, Registrar – 32113 ESS
 Ella Sweigert – 37078 I

Ex-Officio Member

Proxy

Others

Nick Bambach – Human Resources
Kim Schares – Human Resources
Denise Bouska- Controller's Office

- I. Call to Order - President Bob Frederick called the meeting to order at 1:30 p.m. Everyone present introduced themselves.
- II. Approval of Minutes of Meeting #314
Changes to council members in attendance were that Jennifer Albertsen was a proxy for Vicki Collum, Shelley Pruess was not in attendance, and Dave Kohrs was present. Doug Case moved to approve the minutes as amended, seconded by Seth Bokelman. Motion carried.
- III. HRS Update – Nick Bambach
Robin Gurien, HR Training and Career Development Coordinator, has recently launched “SOAR”, a 10-week comprehensive training series for managers and supervisors. Registrations may be made online by visiting www.uni.edu/hrs/training or calling 273-3536.

Human Resources is currently involved in staff reductions for eleven AFSCME employees. Over twenty employees may be affected over the next few months.
- IV. Committee Reports
Dana Foster distributed copies of the Fall WRS Fitness/Leisure and certification Class Schedule. Registration begins the week of August 18th. Many new classes have been added that may be of interest to faculty and staff. Further information can be obtained by calling Dana Foster at 3-5859.

- A. WWW Site Committee – Vicki Collum
The Staff Training Grant deadline for the fall semester is September 2nd. This information has been posted to the hot topics section on the P&S Council website.
- B. Employee Relations Committee – none
- C. Employee Issues Committee – none
- D. Policy & Procedures Committee: The P&S policies and procedures survey & handbook discussion is upcoming and will involve Compliance and Equity management, Human Resources, P&S employees and Tim McKenna.
- E. Salary and Fringe Benefits Committee: Staff Training Grant discussion – Cindy Houlson
A formal proposal for specific changes in the Staff Training Grant allocation process was submitted by the Salary and Fringe Benefits Committee. Two key changes include:
(1) providing UNI authorized recipients their grant as a credit on their first U-Bill of the semester
(2) distributing grant funds proportionately based on annual tuition expenses between all qualifying applicants.

Denise Bouska, Salary & Fringe Benefits committee member, attended the meeting and provided answers to questions council members had pertaining to the accounting process that will be implemented if the changes would be approved. The changes being proposed are an effort to establish a more fair and equitable distribution method.

It was suggested that an e-mail confirmation that Human Resources have received Staff Training Grant applications would be helpful for those who apply for grant money.

The Staff Training Grant proposal will be presented to the UNI-SCMP group at their meeting August 19th.

Shelley Pruess moved to approve the proposed changes, seconded by Dave Andersen.
Motion carried.

- V. Old Business
Bob encouraged everyone to attend the Convocation on Sunday, August 24th at 4:00 p.m. at the Performing Arts Center.
- VI. New Business - none
- VII. Other Business
Next month Meet the Pres and the elections process will be discussed.
- VIII. Adjournment
Ellen Sweigert moved to adjourn the meeting, seconded by Seth Bokelman. The meeting was adjourned at 2:05 p.m.

Respectfully submitted,
Sandy Law
Human Resources

