

Professional and Scientific Staff Council

DIVISIONS

AF – Administration & Finance  
AT – at Large  
ESS – Educational & Student Services  
UA – University Advancement  
I – Instructional

Meeting No. 326  
Date of Meeting: August 12, 2005  
Place of Meeting: Maucker Union Presidential Room  
Meeting Convened: 1:48 p.m.  
Meeting Adjourned: 2:17 p.m.

Members of the Council in Attendance:

P Michael Blackwell, CME – 32250 AT  
P Seth Bokelman, CSBS – 37616 I  
X Steven Carignan, GBPAC – 33665  
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

P Bob Frederick, Career Center – 36857 ESS  
X Jascenna Haislet-Carlson, Theatre – 36387 I  
X Cynthia Houlson, Phy Plant – 35855 AF  
P Steven Pavelec, Fac Planning - 36165  
P Shelley Pruess, Maucker Union – 33743 E  
P Dennis Reimer, ITS ET – 36285 I  
X Patti Rust, Registrar – 32113 ESS  
P Steven Young, Mail Center – 33231

Ex-Officio Member

Tom Schellhardt – VP/Administration & Finance

Proxy

Dennis Nieman  
Dave Andersen  
Aaron Howard  
Michael Bobeldyk  
Charles Sengstock

Others

Jon Buse – VP-ESS Office  
Janelle Barnett - GBPAC

I. Call to Order

Vice President Patti Rust called the meeting to order at 1:48 p.m. Everyone present introduced themselves.

II. Approval of Meeting Minutes #325

Vicki Collum moved to approve the minutes, seconded by Jascenna Haislet-Carlson. Motion carried.

III. Committee Reports

A. WWW Site Committee – no report

B. Employee Relations Committee – Karen Cunningham

The committee met on July 22, 2004. They discussed the new welcome program. The committee encourages P&S staff to become involved in this program, serving as greeters to recently hired P&S employees. Greeter responsibilities will include inviting new staff to lunch, explaining functions of the P&S Council and answering questions they may have.

The Meet the Pres event will be held on Tuesday, October 12<sup>th</sup> at noon at the Old Central Ballroom. President Koob will give an update on the FY05 budget and recipients of Staff Excellence Awards will be honored. Refreshments will be served.

C. Employee Issues Committee – no report

D. Policies and Procedures Committee – Steve Carignan

Steve distributed copies of the recently revised P&S Policies and Procedures, sections I – III. He stated that the most significant change is in Section II, A.1 “Probationary Status”. The number of years in probationary status has been changed from three to five years to two to three years.

Steve suggested that the revised Policies and Procedures referred to above be e-mailed by attachment so that Council members may have time to review and discuss before the next P&S Council meeting. At that time a vote to approve them may be taken.

E. Salary and Fringe Benefits Committee – Cindy Houlson

Cindy distributed copies of the proposed P&S Tuition Waiver Program that was recently drafted by the Salary and Fringe Benefits Committee. The committee began exploring the potential for requesting an increase in the existing University Staff Training Grant several months ago. The increase in tuition over the past several years coupled with the decrease in staff development dollars now available in departmental budgets led the committee to benchmark UNI's Staff Training Grant with ten peer institutions. The proposal is based on feedback received from peer institutions.

The committee is proposing a pilot program be used for six sequential semesters that would waive the tuition and fees for P&S employees, their spouses and dependents.

The Staff Training Grant budget for FY 2004-05 is \$36,210.00.

Cindy asked that P&S Council members review the proposal and be ready for further discussion and a possible vote at the next P&S Council meeting.

IV. Other Business – none

V. Adjournment

Steve Carignan moved to adjourn the meeting, seconded by Dana Foster. Motion carried. The meeting was adjourned at 2:17 p.m.

Respectfully submitted,  
Sandy Law  
Human Resources