

Professional and Scientific Staff Council

DIVISIONS

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

Meeting No. 366
Date of Meeting: December 13, 2007
Place of Meeting: Maucker Union Presidential Room
Meeting Convened: 1:30 p.m.
Meeting Adjourned: 2:05 p.m.

Members of the Council in Attendance:

X Melanie Abbas, ITS – 36452 AT
X Seth Bokelman, ITS – 37423 I
X Chris Conklin, ITS – 37839 I
X Matt Copp, RDC – 36111 ESS
X Carol Fletcher, RDC – 32333 AT
X Jacqueline Halbloom, CAC – 36485 I
X Nate Klostermann, CET – 32018 AF

X Lisa Kremer, Maucker Union – 37862 ESS
X Brent Maitland – Power Plant – 36393 AF
X Steven Pavelec, Fac Planning – 36165 AF
X Susan Reinart, Advancement – 36078 UA
X Gale Secor, RDC – 36036 ESS
X Rick Seeley, ITS – 37218 I
X Anthony Smothers, AA&CS – 36857 ESS
X Jason Vetter, ITS – 36730 I

Others

Nick Bambach
Lisa Frush

Proxy

- I. Welcome
President Carol Fletcher called the meeting to order at 1:32 p.m.
- II. Approval of Minutes #365
Rick Seeley moved to approve the minutes as amended, seconded by Steve Pavelec. Motion carried.
- III. Cabinet Report/Budget Update - Bill Calhoun
The Cabinet continues to discuss budget options and opportunities for '09. Preliminary decisions have been made and final decisions will be made very soon.

There is a strong focus on working with key legislators to gain support for full funding of the salary bill and support for the math and science education initiative.

Admission numbers continue to look strong for '08 entering class, even with or a little ahead of last year's numbers (which were significantly ahead of the previous years). There will be another special program for admitted students and parents (similar to last year) to be held in February.

There has been a change in the Board of Regents leadership. Michael Gartner has stepped down as Board president and has been replaced by David Miles. Regent Gartner will continue to serve on the Board. Also, the Board gave final approval to a 3.2% in state tuition increase (2.2% increase for out of state tuition).

- IV. HR Report – Nick Bambach
Buck Consultants will be on campus December 20th. They will be beginning the lengthy process of reviewing the current University Health Plan and the Blue Advantage HMO.

HRIS Manager Eileen Dams will be retiring February 1, 2008, after 25 years of service. A search for her replacement has begun.

V. Committee Reports

A. WWW Committee – Seth Bokelman

Seth reported that the P&S Council website will be updated with new information on Friday, December 14th.

B. Employee Issues Committee – no report

C. Policies and Procedures Committee – Steve Pavelec

There is no new information to report concerning the Policies and Procedures handbook review. The committee is currently working on finalizing the update of the P&S Constitution.

D. Employee Relations Committee – Susan Reinart

The committee is working on plans for the new employee reception, most likely to be held in February. This reception will include meeting with President Allen.

E. Salary and Fringe Benefits Committee – Jason Vetter

The committee recently met with President Allen to discuss salary issues for FY09. The committee will formulate a proposal and present it to the P&S Council in January.

VI. New Business

A. Constitution Review – Carol Fletcher

Carol will send out current constitution for review. Will review at next meeting.

B. P&S Council representatives for the Department of Public Safety Advisory Committee are Steve Pavelec and Jason Vetter.

VII. Old Business

Anthony Smothers reported for the Health and Safety Committee. Minutes of the meeting are as follows:

**Campus Safety Review
Wednesday, November 14, 2007 (2:00-3:30p.m.)
North Room, Maucker Union**

A. Maintenance Related to Lighting Issues:

1. Alter DOR Approach

a. Michael Hager is now having the Resident Assistants do a routine outdoor lighting check every two weeks for their particular building. If there is a light out or an area of concern, he has established a way for them to document and report it.

2. "Call-in" Labels on Light Posts

a. There was a discussion about having a telephone number on the light posts that individuals could call to report if the light was burnt out.

3. "Switched" Lights

- a. We would like to see the lights around various areas (e.g., Commons Dining Center, Strayer-Wood Theatre, etc.) that are currently switches on the inside of buildings become automated lighting controlled by the University.
4. Enhance Public Safety Reporting
5. Enhance Work-Order Tracking

B. Temporary Construction Lighting

1. The lighting that was out by Gilchrist, which was identified during the walking tour, has already been taken care of by Facilities.
2. Temporary lighting has been built into project planning.

C. Areas Containing Multiple Issues of Concern

1. Sculpture Studio/Dock (Priority #1)
 - a. We need to increase lighting in this area.
2. CAC Courtyard (Priority #2)
 - a. We would like to see increased lighting and a blue light added.
3. Green Space East of Dancer (Priority #3)
 - a. We would like to see walkways established, increased lighting, and a blue light phone added to this area.
 - b. The City of Cedar Falls has been talking about making this into part of a bike path, so we will try to work with the city on this particular area.

D. Areas of Inadequate Lighting

1. The diagonal walkway by Gilchrist and the Greenhouse (Priority #1)
2. South side of the Honors Cottage and the north side of the President's House (Priority #2)
3. Top of the path to the west of ROTH (Priority #3)
4. The area between Redeker and the Quads (Priority #4)
5. Bridge going out to ROTH (Priority #5)
6. The east side of Schindler near the sculpture (Priority #6)
7. Museum
 - a. Dave Zarifis received a call prior to the meeting from Sue Grosboll regarding inadequate lighting in this area – he will follow up in reviewing the location indicated.

E. Prevention Practices

1. WRC/Hudson Fencing
 - a. A fence needs to be erected in an effort to force students to utilize the tunnel or to cross at the stop lights.
2. Communication Signage
 - a. We would like to add the Department of Public Safety phone number to the signs that are currently in place. Additionally, we would like to see their number on kiosks and near exists of particular buildings (e.g., the Library, Maucker Union, etc.).
 - b. In addition to saying "UNI Police," it should say, "24-Hour Escort Service."
3. Identify Primary Night Walkways
 - a. Dave Zarifis and Jennifer Younie will work on creating a map that indicates primary night walkways for individuals to utilize. These particular walkways will have increased lighting and patrol.

F. Overgrown Foliage

1. Price Lab
2. West of Commons (near the residence hall's doors and windows)
3. The tree near College Courts

G. Inadequate Emergency Communication

1. Campbell at tunnel (Priority #1)
2. Price Lab parking (Priority #2)
3. WRC north parking (Priority #3)
 - a. Dave Zarifis would like to see an educational campaign to get students to utilize the current phone that is near the front of the parking lot. He would like to see them wait by the phone until UNI Public Safety arrives to escort them accordingly.

H. Areas of Traffic Congestion

1. 23rd Street at Lang parking.
2. 23rd Street at Merner and Campus Street.

VIII. Adjournment

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

The next council meeting will be held on Thursday, January 10, 2008 at 1:30. Location TBD.

Respectfully Submitted,
Sandy Law
Human Resources