

Professional and Scientific Staff Council

DIVISIONS

AA – Academic Affairs
AF – Administration & Financial Services
AT – At Large
SA – Student Affairs
UA – University Advancement

Meeting No. 385
Date of Meeting: August 13, 2009
Place of Meeting: 007 Gilchrist Hall
Meeting Convened: 1:32 p.m.
Meeting Adjourned: 2:15 p.m.

Members of the Council in Attendance:

Melanie Abbas, ITS – 36452 AT
 Chris Conklin, ITS – 37839 AA
 Janelle Darst, GBPAC – 33676 AF
 Sara Eberle, RDC – 32201 SA
 Carol Fletcher, RDC – 32333 SA
 Jacqueline Halbloom, CAC – 36485 AA
 Paul Huber, CHFA – 37349 AA

Nate Klostermann, CET – 32018 AF
 Rick Seeley, ITS – 37218 AA
 Anthony Smothers, Academic Advising - 36859 SA
 Jason Vetter, ITS – 36730 AA
 Cindy Webb, HRS – 32521 AT
 Pat Whitt, AF Technology Services – 36881 AF
 Jeanne Wiesley, RDC – 32333 SA
 Joey Zimmerli, Advancement – 36503 UA-OTP

Ex-Officio Member

Bill Calhoun

Others

Nick Bambach
Lisa Frush

Proxy

Lisa Krausman
Jocelyn Moeller

I. Welcome

President Jason Vetter called the meeting to order at 1:32 p.m.

II. Approval of Minutes #384

Carol Fletcher moved to approve the minutes, seconded by Joey Zimmerli. Motion carried.

III. Cabinet Report – Bill Calhoun

The Cabinet has been meeting frequently throughout the summer and recently had a retreat. Because stimulus funds have been given for FY10, there is time to look strategically and invest in one time resources that will have long term payoffs. FY11 increased expenses (salary increase and utilities) will present budget challenges. Student admission and retention are strong and it looks like we will reach or slightly exceed last year's enrollment.

UNI received nearly \$18M in contributions and expectancies in FY '09. We are half way to meeting the \$150 million goal for the Imagine the Impact Campaign

On October 3rd, there will be a dedication for Jacobson Human Performance Complex and the Glen Henry Swimming Pool will be dedicated during the Homecoming weekend.

A university wide pandemic planning meeting was held on August 5th. Department heads are currently working on continuity of work plans.

A university wide convocation will take place on September 23rd. At this time we hope to award the Regents Staff Excellence Award. The convocation will take place before the Meet the Pres event, so coordinating the presentation of the award will need to be discussed prior to the convocation.

IV. HR Report – Nick Bambach

Approximately 120 staff have been approved for the Early Retirement Incentive Program. The majority of participants are Merit employees, followed by P&S employees and then faculty. The majority of ERIP participants will retire in December.

V. Committee Reports

A. WWW Committee

Pat Whitt has agreed to chair this committee.

B. Employee Issues – no report

C. Policies and Procedures – Carol Fletcher

The committee recently contacted Tim McKenna to discuss legal issues regarding P&S policies and procedures.

D. Employee Relations – Tony Smothers

The Meet the Pres event will take place on Thursday, October 8th from noon to 1:00 p.m. President Allen will speak about the “Ideal University”.

Regents Staff Excellence award nomination forms will be distributed and staff will have from August 31 to September 11th to submit nominations. The committee has requested that ideas be submitted for welcoming activities for new P&S employees.

E. Salary and Fringe Benefits Committee

The committee recently met and discussed the early retirement incentive program and the possibility of tuition assistance for family members. They will be reviewing a former survey regarding tuition assistance for family members.

Cindy Webb will be receiving information from peer institutions on their existing benefits and any changes they have made due to budget issues. The committee will discuss her findings and will give a summary to the P&S Council.

VI. New Business

Jason Vetter requested that each committee chair provide a list of their goals for the year.

There was discussion regarding how two-way communications between P&S employees and P&S Council members could be improved.

VII. Old Business

Jason has requested that photos of council members be posted to the P&S Council website to enhance recognition and communication. Each council member will provide a recent photo for this purpose.

There are many P&S staff volunteering for committee work this year. Those council members who have not signed up for specific committees are asked to speak to Jason soon about their choice or which committees are currently in need of more members.

VIII. Adjournment

Chris Conklin moved to adjourn the meeting, seconded by Joey Zimmerli. The meeting was adjourned at 2:15 p.m.

Respectfully Submitted,
Sandy Law
Human Resources