



Supervisory and Confidential Council

Council Meeting Minutes for February 20, 2007

Members Present: Barb Kalsem, Marcia Mabee, Lynnette Hauser, Marcia Clendenen, Malisa Rader, Deb Larkin, and Chris Patton.

Ex-Officios Present: Brenda Behling and Adreliz Calzada-Rivera

Guests: Grace Weigel and Ed Lewis

Welcome & Introductions

Grace Weigel and Ed Lewis from the Ombuds Office will be presenting an overview of their office.

- The Ombuds Office was created last year on July 1st.
- Their goal is to serve employees.
- It is more informal and does not take the place of a more formal resolution.
- They look at the issue and give some options on what the employee might want to address.
- They serve faculty and P&S employees. Merit employees are covered under ASCME. However, they could direct merit employees to resources if they have questions on medical, etc. Students use Student Assistance Services in the Dean of Students Office.
- 70 cases so far - 17 faculty, 47 P&S, and 6 post doc.
- All concerns are confidential and will not get back to their supervisor.
- The Ombuds Office staff can serve as mediators for ongoing conflicts.
- For S&C employees once a grievance is filed we can't use the Ombuds Office.
- No training has been provided but they are hopeful they will be able to join the International Ombuds Office. Ed has had mediation training. They have met with the Ombuds Office in Iowa City to get a sense of the model/structure.
- Ombuds Offices in different universities have different structures including who they can counsel. For example, Iowa City's Ombuds Office works with students.
- They have been talking to the President about evaluating the program. Will take a look at possible surveys to see how they are doing. Several aspects to this – it would provide personal closure and it would show them how well the program is working.
- In their previous positions Ed worked with faculty and Grace worked with P&S.
- Grace and Ed are both committed to 10 hours a week. They are available to meet staff when it's convenient to them so they have to remain flexible. The office is not staffed full time.
- The best way to contact them is thru email. They don't have a person in the office to answer the phones.
- Hopefully, funding will be provided to continue the program next year.

Approval of January Minutes: Barb Kalsem moved to accept the minutes as written. Seconded by Chris Patton. All in Favor. None opposed.

University committee, council, board reports:

- **RISCAC:**
 - The next meeting is scheduled for February 28th in Tama.
 - The received an email from UNI regarding changing RISCAC's name and voiced their concerns. There will be a vote at the next meeting.
- **Benefits Committee:** Diane McDonald
 - No report.
- **Childcare Committee:** Susan Stolfus
 - No report.
- **Committee on Disabilities:** Lesley Hawkins
 - No report.
- **Committee on Women:** Deb Larkin
 - Reassessing their bylaws.
 - Looking at a climate survey for women and minorities.
- **Traffic Appeals Board:** Barb Kalsem
 - The Board works on appeals for faculty, staff and visitors – they don't work on student appeals.
 - Printouts of appellant's records are given to board members for review.
 - If a staff member doesn't agree with the appeal decision it then goes to Doug for appeal.
- **Transportation Advisory Council:** Ralph Oliver
 - Marcia shared that Doug changed the meeting time to 3:30 to allow for more student participation.
 - They will be taking a look at the new equipment at the MU ramp.
 - 1st week or two they will have student ambassadors showing people what they have to do and where to go.
 - Passed resolution for 4% increase in parking fees.
 - Chief dispatcher, Pauline Rentschler passed away. Her funeral will be Friday at 11:00 am. The ISU Police Office will be closed and the Ames PD will cover ISU campus streets. The Parking division will not close.
- **P&S Council:** Malisa Rader
 - The flex pay program has not been well received by units. It does not look like anyone will get anything. They are talking about rewriting it.
 - They are requesting that the P&S pay matrix use the Midwest region urban consumer price index which increased 2.44%.
 - A P&S survey will be going out in February – lots of questions – this is the first comprehensive survey for P&S since 1999.
 - Nominations for running for council closed last Friday and then was extended another week. They have 17 open seats which include either 2 or 3 years service. The voting will occur in March. There are over 2,400 P&S employees which is larger than the number of faculty employees.
- **Provost's Office:** Brenda Behling
 - Flex pay program – there wasn't any interest shown from the Deans or Vice Presidents to implement the program. The University of Iowa has a flex pay program. Will be looking at different ways to recognize employees. May have a special event once a year recognizing employees.
 - Search committee has been formed for the director of Ames Lab.
 - The Budget Model is a go. Working on implementation – key part is various advisory committees to oversee.
 - ASCME contract – not ratified but looking at 3% increase a year for 2 years.
 - Budget for FY08-Governor has made recommendations – don't know how it will look. Looking at increase in faculty salaries and biorenewable fuels.

- Tuition grants – make sure we have adequate reimbursement program. Looking at paying 4 credits.
- Sesquicentennial Celebration. April will kickoff the 150th birthday event and will end thru VEISHEA 2008. Each unit is being asked to support this. There will be an estimated 80,000 people on campus after the VEISHEA parade. Lots of ways and ideas that will occur during this timeframe. Each county is having a project and they encourage everyone to get out and volunteer for these service projects.
- Brenda reported there will be another survey sent to all staff and students regarding their perception on working and studying at ISU.
- **Human Resources** – Adreliz Calzada-Rivera
 - Merit contract looking at 3% increase for 2 years.
 - Training and Development has changed their name to Learning and Development. Jessica Stolee oversees this program.
 - 12 + Supervisory Leadership Program – only have 8 people on waiting list – starts in September. Need to encourage staff to attend. Diversity and sexual harassment training is included in this program. It requires a supervisor to complete this program within a 2-year period.

Unfinished Business:

- A. Update of Constitution
 - a. Will discuss at next meeting.
- B. Excellence Awards – Barb Kalsem.
 - a. Have 1 nomination submitted. Due Monday, 2/26 by 5:00 pm.
- C. Wellness Programs – reports on programs available on campus.
 - a. Have intern and will get info from him.
 - b. Lynnette found information from other universities on their Wellness Programs. Hard to find on our website. Will discuss at next meeting.

New Business:

Next Meeting – Tuesday, March 20, 2007 1:10 p.m., 3150 Beardshear
Sally Barclay, Guest Speaker

Meeting adjourned 2:30 pm