



# Supervisory and Confidential Council

Council Meeting Minutes for September 19, 2006

**Members Present:** Barb Kalsem, Lynnette Hauser, Marcia Clendenen, Marcia Mabee, Malisa Rader, Sally Evans, Cynthia Feller, Carol Carlisle, Lesley Hawkins, and Chris Patton.

**Approval of June Minutes:** Barb Kalsem moved to accept the minutes as written. Seconded by Cynthia Feller. All in Favor. None opposed.

## Committee Reports:

- **RISCAC:**
  - Meeting on June 21st was in Tama. There was a discussion looking at the differences in pay and benefits amongst the schools.
  - University of Iowa operates differently – their councils are combined.
  - They held an election for new officers. Lynnette was elected the vice-chair.
  - Marcia Clendenen explained to the new council members a little of what the Regents Interinstitutional Supervisory/Confidential Advisory Council (RISCAC) does. Supervisory/Confidential and Human Resources representatives from the three state universities meet four times a year along with a Regents board member to discuss what their constituent's issues are and look at policies that affect them. It's an all day meeting with the morning divided into two separate meetings – HR staff meets in one room while the S&C representatives meet in another room. In the afternoon they come together and meet to discuss the different issues and policies.
  - UNI does not receive any funding for the Board of Regents Staff Excellence Award. ISU gets their money from the university.
  - We were informed that the E-Learning Tool: *Skillsoft* license is expiring. Who is using this and what is it? The board will check with Brenda.
  - UNI discussed their concerns on how some higher pay classifications are making less than ones with lower pay classifications.
  - Evaluations – some departments are getting theirs while others are not. University of Iowa doesn't receive very many.
  - Contract negotiations are coming up.
  - Lynnette and Barb ask that if you have anything you need the committee to bring forth to the next meeting which is October 4<sup>th</sup> please let them know.
  - Chris Patton will be an alternate replacing Peggy Best.
- **Benefits Committee:**
  - A request was made to have the co-chairs send Diane McDonald an email to see what is occurring with the Benefits Committee.
- **Childcare Committee:**
  - A replacement representative is needed since Julie Kirts position was reclassified to P&S. The Council selected Susan Stolfus to be the S&C Council representative. Cynthia Feller will be an alternate.
- **Committee on Disabilities:**
  - Lesley Hawkins will continue to be our representative. Marcia Mabee will be an alternate.

- **Committee on Women:**
  - Barb will send an email to Deb Larkin that we need update reports. We need to notify this committee of all our committee representatives.
- **Traffic Appeals Board:**
  - Barb will remain on board. The committee meets twice a month.
- **Transportation Advisory Council:**
  - Marcia Clendenen reported on the 3 year plan to raise parking permits fees to help fund parking projects. However, projects have been put on hold due to expansion plans on the west side of campus. Cathy Brown. FP&M reported that future building projects are on the President's Council's website. Their last meeting was held on 9/18/06.
- **P&S Council:** Some of the items discussed at their last meeting include:
  - Discussion on the Budget Model took place. There was a lot of discussion and they received quite a few responses. The thought was the last revision was a good one. One concern is if the regents don't allow the rollover money to stay the budget model won't work.
  - Provost search – two candidates interview this week.
  - Smoking policy – a task force has been created with Ken Kerns leading it. A discussion at the University of Iowa was to have a ban around the buildings. Currently, ISU has cigarette receptacles outside of buildings. We are looking at a 25 ft ban around buildings or ban on campus – but how do you enforce it?

#### **Unfinished Business:**

- We need help with our outdated website but need permissions to have access. The Board will ask Kathy Birdsall and Brenda Behling if they have any information or contacts. We may send an email out to our members asking who has interest and knowledge of maintaining our website but we will talk to Brenda first. Kate Bielenberg has volunteered to be a backup.

#### **New Business:**

- A. Goals for S/C Council this year
  - Keep website updated
  - Speakers – but biggest problem is can't generate interest for other members to attend to have speakers.
  - Constitution needs to be updated – request council members to review and we will discuss this at our next meeting. Chris will send out a copy with the minutes.
- B. Timeline for Awards, etc.
  - Staff Excellence Award – Feb. 26<sup>th</sup>. Peggy sent the letter out before Christmas last year. Marcia has Peggy's email files and will check if she has the letter from last year. Earlier Carrie Haefner had mentioned that Human Resources may have a list of names with the new setup if it's completed – will need to check with HR. There are enough turnovers so we will need to send a letter out to all supervisors again.
- C. Speakers – suggestions
  - Ombuds office

**Miscellaneous:**

- A question arose wondering if the Peer Advisory Committee is now under the Ombuds office – the Executive Board will meet with Brenda.

**Next Meeting** – Tuesday, October 17, 1:10 p.m., 3150 Beardshear Hall

**Meeting adjourned** 2:20 pm