Supervisory and Confidential Council

Council Meeting Minutes for October 17, 2006

Members Present: Barb Kalsem, Lynnette Hauser, Marcia Mabee, Malisa Rader, Cynthia Feller, Deb Larkin, Lesley Hawkins, Susan Stolfus, and Chris Patton.

Ex-Officios Present: Brenda Behling

Approval of September Minutes: Cynthia Feller moved to accept the minutes with changes. Seconded by Lesley Hawkins. All in Favor. None opposed.

Committee Reports:

• RISCAC:
  o The October 4th meeting was held in Des Moines.
  o Met with each of the groups from the different universities.
  o They are looking at changing the name to Regents Supervisory and Confidential Council.
  o Decision made to continue with four meetings a year instead of the proposed three meetings.
  o Discussion on extra meritorious pay for going above and beyond your duties.
  o Kaela has the website up. The new address is: http://www.ia.state.edu/~sup_con_info/RISCAC

• Benefits Committee:
  o No report

• Childcare Committee:
  o No report

• Committee on Disabilities:
  o Lesley provided copies of a handout (Disability Awareness Week 10/23-10/27, 2006) she received in the mail.
  o There was some discussion on if/when the committee is meeting, who is chairing and current committee members.
  o Marcia attended the last meeting but Leslie had not been notified of the meeting.
  o Steve Moats had sent an email to Leslie about Disability Awareness week but she hadn’t received anything else.
  o Carla Espinoza has oversight of the committee.
  o Need to inform the committee of the correct members.
  o It was noted that Sheryl Rippke personally contacted the chairs of each committee to get updated member lists. It was suggested we check the committee’s web page.

• Committee on Women:
  o Deb Larkin is looking for information on the history of the Committee on Women and what they have done in the past.
  o They would like to have more structure and a foundation so when they get a new chair there’s information to pass on. Tanya Zanish-Belcher is organizing it.
  o They are currently reviewing the hiring practices for the College of Business.
• **Traffic Appeals Board:**
  - Barb reported that the meetings will be on Tuesdays this year instead of Wednesdays.

• **Transportation Advisory Council:**
  - No report

• **P&S Council:** Some of the items discussed at their last meeting include:
  - Smoking policy – two committees working separately
  - Ken Kerns from Environmental Health & Safety is leading the task force formed by Warren Madden.
  - The task force and P&S committee are similar and they will be looking at both.
  - They are looking at a 25ft ban from all entrances of buildings. They are also looking at a total ban but believe that will be dropped.
  - U of I has passed a smoking policy.
  - Have received messages from students and faculty who have allergies to smoke.
  - Some people are questioning why this is being done.

**Unfinished Business:**

A. **Speakers**
   - Ombuds Office – suggested we call Grace Weigel or Ed Lewis as a guest speaker. The Ombuds Office is for all faculty, staff, and graduate and professional students.
   - Suggested Benefits Manager – Michael Otis – maybe for November meeting. Timing would be good since open enrollment will be occurring during this timeframe.
   - Look at moving the November meeting a week earlier to the 14th since our regularly scheduled meeting will be during Thanksgiving week. Need to check to see if Michael and 3150 Beardshear is available.

B. **S&C Constitution**
   - Discussed several changes but was tabled until the next meeting.

C. **Web site update**
   - Checking on getting it updated.

D. **Peer Advisory Group** – Brenda informed us that this group should still remain active for both P&S and S&C Councils. Ombuds Office does not replace them.

E. **Excellence Award** – Should send out soon to members next month requesting them to turn in the name of their supervisor so we can send the information out to them.

**New Business:**

- Brenda announced that Adreliz Calzada-Rivera will be replacing Carrie Haefner in the Classification and Compensation department. She will attend our meetings as one of our ex-officios.
- The new executive vice president and provost, Elizabeth Hoffman is on campus this week looking for housing with her husband.

**Next Meeting** – Tuesday, November 14th, 1:10 p.m., 192 Parks Library

**Meeting adjourned**  2:15 pm