Supervisory and Confidential Council

Council Meeting Minutes for May 18, 2010

Members Present: Chris Patton, Lesley Hawkins, Barb Kalsem, Lynnette Hauser, Sherri Paul, Deb Larkin, & Dave Arkovich

Guests: Linda Young & Aaron Steffen

P&S Council Representative Present: Jason Follett & Amy Delashmutt

Meeting called to order: by Chris Patton at 1:10 p.m.

Approval of February, 2010 Minutes:
Barb Kalsem moved to accept the minutes as printed, seconded by Sherri Paul, & approved.

University committee, council, board reports:
- Benefits Committee: Lesley Hawkins
    - Sally Barclay gave an overview of what she does as the Employee Wellness Coordinator. Her vision for the future is to define specific risks of our employee population & give on-site Health Coaching for improvement of health risk factors.
    - Looked at several projections for benefits in order to trim $2M. The hope is to make changes in the life insurance & disability program and to change the medical/dental and retirement programs.
    - A subcommittee will begin work on an employee survey regarding core benefit changes.
    - July 1st the university TIAA contribution back to 10%. The university is looking at paid time off (PTO – combination of vacation and sick leave), workman’s compensation, life insurance and disability
    - There will be some salary adjustments (based on merit) for faculty and P&S.
    - No more furloughs planned.
    - Two new retirement proposals were approved – RIO 3 and phased plus
    - Healthcare reform act – dependent children can be on medical/dental insurance till age 27.
    - A subcommittee was formed to work on an employee survey regarding core benefit changes
    - Next committee meeting: September 7, 2010.
- Childcare Committee: Chris Patton
  - Met April 9, 2010.
    - Discussed Week of the Child. Are working with the student group – Child Development Club for their annual fundraising/awareness week. In the past they have always had a bake sale and an ice cream sale which our group provided the food. This year due to a policy change we can no longer provide food items without having taken
Food Safety 101 class. The students are thinking of other ideas that wouldn’t involve food and will let us know how we can help.
- Will also have the Green Ribbon Campaign again this year. Those should be delivered to offices this week that have provided support.
- The committee is considering having a retreat in the fall to start out the new academic year. Some possible ideas to discuss at the retreat were: creating a governance report and having lunch & learns with speakers from other areas, that would include blended families, childcare options, infant massage, education at home, etc.
- Next meeting: finished for this semester.

- **Committee on Disabilities:** Lesley Hawkins
  - Met April 7, 2010.
  - The Campus Disability Awareness Survey for faculty/staff will be randomly distributed soon.

- **Committee on Women:** Deb Larkin
  - Met April 13, 2010
  - Study on Secretaries will be distributed soon.
  - Next Meeting to be determined.

- **Keep Iowa State Beautiful:** Deb Larkin
  - No report.
  - Deb has resigned from this committee, due to Mark Miller with DPS serving on it.

- **RISCAC:** Barb Kalsem
  - Met February 17, 2010.
    - President was invited to speak to the Board of Regents and incorporated much of the information we provided.
    - Elected officers for the coming year.
    - Calculations of retention points – everyone wants to keep it the way it is being calculated.
    - Discussed the MOU that was signed by the Union and Gov. Culver.
    - AFSCME Arbitration Award – wondering why we were not included since we are paid the same.
  - Next Meeting to be determined.

- **Traffic Appeals Board:** Barb Kalsem
  - Will be performing student reviews this summer, this is normally done by a student magistrate.
  - Continue to meet two times each month.

- **Transportation Advisory Council:** Ralph Oliver
  - No report from Ralph.
  - Aaron Steffen shared that DPS will be looking at cracking down on illegal bicycle parking in the future (about 2 years out).

- **Work/Life Advisory Committee:** Sherri Paul
  - Met April 8, 2010.
    - Discussed ISCORE Panel from March 5th. The panel had 55 people in attendance. Ken Kerns did a very nice job. It was suggested to do a similar presentation for next year. Suggestions were: make the presentation more interactive, have the participants meet before presenting, and possibly video tape.
    - Strategic Plan: Attend the open forum on April 26 (2:10-3 p.m., 119 Gerdin) if possible. We discussed the draft that is posted on the web site and the group gave suggestions/feedback to Susan. Please send feedback to Susan. She will give our feedback to the Provost.
Diversity reports – Work/Life Issues  Chris is looking at the reports and will pull out the work/life issues and have them ready for the committee to look at by fall 2010.

FY11 goals and plans for Work/Life Advisory Committee: Modified duties moving forward, Childcare received 6.1% budget reduction, Usage of new benefits-Have Human Resources representative come and speak with the committee in the fall, Elder Care-Speaker.

Next Meeting to be determined.

- **P&S Council:** Jason Follett  
  o Met on May 6, 2010.
  - Amy DeLashmitt will replace Jason as the P&S Council Representative. Jason is leaving the University and has been offered a job at DMACC.
  - A mistake on the recent elections caused a change in by-laws.
  - Will be adding a benefits representative to the University Budget & Planning Committee.
  - An exit survey is now being sent to all retiring council members.

- **Provost’s Office:** Brenda Behling  
  o Report provided via email: The FY10 Merit Plan has been implemented – it is complete. The HRS and EVPP Offices are currently reviewing FY11 HR Plans – some have been approved and notification given to P&S staff. I can’t share numbers yet as all the plans have not yet been approved. There is impact to both Merit and P&S in the plans. So for the Merit contract-covered positions, the AFSCME is being informed about the preliminary information. Then the plan will go to the Board Office and need approval by BOR and the Governor – no implementation will begin until after July 1 at the earliest (probably much later). Mallory or Kristi can speak to S&C at a later point if there are questions about non-contract covered Merit impact (if any). The process was described last year, I believe, and it would be the same for FY11.

- **Human Resources:** Mallory Schon  
  o No report.

**Unfinished Business:**  
- None.

**New Business:**  
- Board of Regents Award for Staff Excellence was awarded to Cindy Hadaway with Residence Halls.
- S&C Elections – 22 ballots were returned and all 3 candidates (Barb Kalsem, Deb Larkin, & Linda Young) were elected.
  - Suggested speakers were: Merry Rankin, Director of Sustainability and the HR staff with regards to bumping (what is happening & when will it be done).
  - Topics of interest were: wellness for employees (stress management, healthy snacks, etc.), S/C seniority point scale, retirement, withdrawing TIAA/CREF.

Meeting adjourned 2:10 p.m.

**Next Meeting:** Tuesday, June 15, 2010, 1:10 p.m., 3150 Beardshear