



Supervisory and Confidential Council

Council Meeting Minutes for June 19, 2007

Members Present: Barb Kalsem, Lynnette Hauser, Cynthia Feller, Marcia Mabee, Sally Evans, Lesley Hawkins, David Arkovich and Chris Patton.

Ex-Officios Present: Adreliz Calzada-Rivera

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

University committee, council, board reports:

- **RISCAC:**
 - Next meeting June 21st in Tama – election of officers.
 - If there are any changes or new information they will send it out to committee members.
- **Benefits Committee:** Diane McDonald
 - No report.
- **Childcare Committee:** Susan Stolfus
 - No report.
- **Committee on Disabilities:** Lesley Hawkins
 - In October, Disability Awareness Month will be observed. Senator Harkin will be asked to speak at ISU.
- **Committee on Women:** Deb Larkin
 - No report.
- **Traffic Appeals Board:** Barb Kalsem
 - Nothing new to report.
- **Transportation Advisory Council:** Ralph Oliver
 - No report.
- **P&S Council:** Jason Follett
 - Lynnette received an email from Jason stating that he would be working off campus this summer and will meet with us in September.
- **Provost's Office:** Brenda Behling
 - No report.
- **Human Resources – Adreliz Calzada-Rivera**
 - Currently working on classifications – especially P&S.
 - Departments need to identify/describe the type of work and purpose of the work that their summer students will be doing. If the work that these students will be doing is related to their course of study, then the students will be classified as “M” base. If the student is not working for the purpose of getting exposure on their course of study, then the student will be classified as “XH”. In both instances, departments should have rationale to support the payroll method selected (M or XH). Departments are encouraged to contact HR to better identify the payroll method to use for their summer students if not clear.
 - There are more than 400 XH employees on campus.
 - Will be sending more guidelines once completed.

Unfinished Business:

- Report of Election Results
 - Elected council members for 2007-2008 are: Barb Kalsem, Chris Patton, and Deb Larkin. They will start their 3 year term in September, 2007. S&C Council members for 2007-2008 are: Lynnette Hauser, Marcia Mabee, Barb Kalsem, Chris Patton, Marcia Clendenen, Sally Evans, Deb Larkin, Lesley Hawkins, and Susan Stolfus.
 - Result elections are down compared from last year. Only 28 ballots received this year.
- S&C responses to questions included on 2007 Election Ballots:
 1. Who would you suggest for speakers?
 - Decided to leave as is.
 - Someone to talk on retirement options.
 - Possibly tour VRAC
 - Student abroad programs
 - It was decided that it will be next year's Co-chairs decision on whom to invite to speak at our meetings.
 2. What topics and information would be of interest to the S/C membership?
 - New budget model.
 - Sustainability – Roger Graden, FP&M.
 - Energy Conservation – Dave Miller, FP&M.
 - Retirement information.
 - Benefits like we did this year, only earlier.
 - Fire Institute.
 3. What day and time would best accommodate your schedule in or to allow you the opportunity to attend council meetings?
 - Can work around most days.
 - Anytime.
 - 1:00 – right after lunch.
 - To be honest, I haven't been involved in these meetings and don't really know how to answer your questions.
 - Fridays at 2 p.m.
 - Tuesday, 1 p.m.
 - Current is OK.
 - Not Mondays or Fridays
 - Not 3rd week of month.
 - It was decided to leave the date/time as is – 3rd Tuesday of each month at 1:10 pm.

New Business:

- Election of Officers for 2007-2008:
 - Co-Chairs: Lesley Hawkins & Sally Evans
 - The new co-chairs will need to check room reservations (3150 Beardshear) for future meeting dates with Pam Mundt.
 - Marcia Mabee will send the new co-chairs the S&C member email list.
 - Cynthia Feller will send an electronic spreadsheet of council member terms to the new co-chairs.
 - Vice Chair: Marcia Clendenen
 - Secretary: The current co-chairs will ask Susan and Deb if they are interested.

- The Annual Report was submitted by Lynnette Hauser, Marcia Mabee and Chris Patton. After being reviewed Barb Kalsem moved to accept the report as written. Seconded by Sally Evans. All in Favor. None opposed.

Next Meeting – Tuesday, September 18, 2007 1:10 p.m., 3150 Beardshear

Meeting adjourned: 1:40 pm