

## ESAC Meeting Minutes: 7/27/2017

### Approved

**Call to Order:** Sarah Lobb (8:30am)

**Present:** Sarah Lobb, Blake Rupe, Rachel Marek, Jan Waterhouse, April Tippet, Lisa Lang, Ashlee Johannes, Chris Reuter, Angi Roemermann, Dawn Marshall

**Location:** 4511 SC

**Minutes:** June minutes were not approved, April requested an edit to the Finance Director Report notes. That change will be made and minutes will be approved in August.

**Announcements:** None.

### **UI Staff Council**

- Staff Council Meeting Agendas and Minutes <https://uiowa.edu/staff/meetings-and-agendas>

### **HR Director Report (Jan):**

- Supervisor enhancement meetings
  - Will begin to take place across College of Engineering to enhance performance management feedback outside of year reviews. On 7/28 is the first meeting – there are 15 supervisors signed up to attend. There will be 2 events in the Fall and 2 events in the Spring in different buildings. The sessions will be recorded and placed online for those who can't attend. Open to all faculty and staff who supervise others.

### **Finance Director Report (April):**

- New fiscal year is now
- ESAC's FY budget remains \$1500, we are advised to use it all
- It is requested to receive a budget breakdown of the past few years to see where the money has been spent in the past. April can do those queries and dispense.

### **Executive Committee Votes**

- Executive – President is Sarah Lobb
- Vice President – Blake Rupe
- Treasurer – Kristina Venzke (pending her approval)
- Secretary – Dawn Marshall

Will have an executive committee meeting

### **Ad Hoc Committee Seats:**

- **Executive:** See Above
- **Elections:** Chair: Blake Members: Sarah, Dawn, Chris
- **Staff Awards:** Chair: Angi Members: Sarah, Chris, Dawn, Rachel
- **Social Events:** Chair: Ashlee Members: Blake
- **Publicity and Communication:** Chair: Blake Members: Rachel, Ashlee
- **Welcome & Goodbye:** Chair: Chris
- **Get to Know the College:** Chair: Dawn Members: Chris

- **Bylaws/Policies & Procedures:** Chair: Sarah Members: Rachel, Angi Advisor: Jan
- **Community Service:** Chair: \_\_\_\_\_ Members: Ashlee, Blake (Sarah will serve as temporary chair)
- **Sustainability:** Chair: Blake Members: Ashlee, Rachel

**Old Business:**

- none

**New Business:**

- Dawn would like to have a breakdown of staff throughout the college, the breakdown of administrative vs. research.
- Also suggested to perhaps switch ESAC incoming roles to 2/3/4 year mixed appointments in order to even out the mass exodus
- Add NADS to the list of rotating meeting places
- A Blood Drive should be looked into by the Community Service committee
- Get to Know the College should look into OPL, LACMRERS
- Email Jill and April regarding the custodial trash issues

**Adjournment:** Sarah Lobb adjourned the meeting at 9:45 am

**Submitted by:** Blake Rupe

Next Meeting: 8:30 am on August 24, 2017

Location: 202 ERF

