

Engineering Staff Advisory Council

June 28, 2018 8:30 a.m.

4511 SC

Approved

1. Call to order 8:32 AM

Attendees: Jacob Heiden, Ashlee Johannes, Sarah Lobb, Rachel Marek, Dawn Marshall, Blake Rupe, Chris Schwarz, Brian Snider, Kristina Venzke

Liaisons: April Tippet, Jan Waterhouse

All members and liaisons introduced themselves.

2. Minutes from May 24, 2018 meeting approved as amended

3. Announcements

- a. ESAC FY19 Budget \$4200, allocation across activities is at the discretion of ESAC, funds will be available on August 10. This does not include our proposal for billable hours which is still being evaluated for available funds.

4. Impromptu new business items for this agenda - none

5. Liaison Committee Reports

- UI Staff Council meeting – no report
- HR Director Jan Waterhouse – there are several changes happening at the college level
 - The Industrial and Systems Engineering department (ISE) will become separate from the Mechanical Engineering department (ME). Dr. Geb Thomas will serve as interim DEO, with a search for a permanent chair this fall.
 - An internal search was conducted for a DEO for the Civil and Environmental Engineering department. Prof. Allen Bradley will be the new DEO.
 - Jason Kosovski is joining the college as the new Marketing and Communications Director. Fred Streicher is retiring.
 - Dr. Tonya Peebles is leaving the college for another position. It is not yet known how her position will be filled.
 - The new talent acquisition system will be in place for staff positions early fall and it is hoped for faculty positions late fall. Searches that began in Jobs@UIowa will complete on that system.
 - Clarification on the UI volunteer leave policy: individuals will be allowed to use vacation time for external volunteer service. The policy encourages supervisors to approve vacation for this purpose.
- Finance Director April Tippet
 - CoE has received their budget. The new budget uses the new UI funding model.
 - Where reductions in expenditures are needed, the focus has been on cutting expenses rather than people.
 - The “true up” process is being developed over the summer by Pres. Harreld and cabinet. Faculty and staff raise approximate ranges will be determined in the fall based on the true up process. CoE is surveying other colleges to find out what they plan to give as raises.

6. Discussion of ESAC Year-End Report.

- a. It was noted that the addition of the anonymous comment box to the website should be added to the description of the publicity committee’s activities.
- b. The year-end report will be posted on the ESAC website.

7. Old Business

- a. Executive Committee shared details from meeting with the Deans on June 27. The conversation with Deans Scranton and Weber included:
 - i. ESAC participation in the college strategic plan process. Draft components have been created by the various committees and sent to Dean Weber to be compiled into the plan. It is expected the strategic plan will be shared with faculty and staff for feedback in early fall then presented to the advisory board on October 20. ESAC plans to initiate and facilitate feedback from staff which will be provided to the Dean's office.
 - ii. ESAC asked about the how the college budget interacts with the state budget. The response included that many details are still unknown. There is hesitancy to discuss the budget too often so as not to create fatigue, particularly when the update is no news. It was also noted that perhaps good news about budgets is often not shared or discussed and perhaps it should be.
 - iii. Fall Q&A session will be scheduled soon. A suggested time is just after the advisory board meeting in October to maximize new information available.
 - b. There was brief discussion of several staff new hires and a few individuals leaving the college.
8. New Business
- a. Presentation and explanation of amendments to the by-laws
 - i. It was noted that the proposed revisions should be voted on as is, rather than addition revisions occurring over the next month.
 - ii. The revisions were reviewed throughout the remaining time. Councilors are asked to review the tracked changes and submit questions in writing to the remaining members of the 2017-2018 bylaws committee (Dawn Marshall, Rachel Marek). The committee will respond with answers as quickly as possible and before the meeting in July.
 - b. A Doodle poll will be sent out asking councilors what the best day of the week and time of day for ESAC meetings is for them. The current meeting day and time do not work well for several councilors.
9. Meeting adjourned at 10:01 AM

Next meeting

Tentatively scheduled for
July 26, 2018 8:30 a.m.
SHL Conference Room