

ESAC Meeting Minutes 12/19/2013

Call to order by Jon Durst (8:36 a.m.)

Present: Jon Durst, Kandy Munson, Dan Gilles, Derek Chang, Sara Steussy, Jackie Hartling Stolze, Jenni Rumping, and Lisa Digman

Minutes from the November meeting were approved. No announcements or new agenda items.

Finance/HR Director Report:

No report.

UISC Report: Jon summarized items of interest from the most recent UI Staff Council minutes:

- The university has several new diversity initiatives, including an effort to fight racism, and a safe zone project for LGBT individuals. People who would like to participate can sign up on the self-service site.
- Rod Lenertz provided a flood and rebuilding update.
- Information about changes to retirement and insurance programs was discussed.
- Minutes are available online for more details:
(<http://www.uiowa.edu/~staff/documents/20131009SCFinal.pdf>).

Committee Reports:

- Executive: Sara will coordinate a meeting with the dean sometime in the spring semester.
- Elections: No report.
- Staff Awards: No report.
- Social Events: The committee is planning a soup/chili cookoff for early February. Considering asking people to donate soap, shampoo, etc., for women's shelters, and calling the event "Soup and Soap." We also discussed a possible luncheon for award nominees/nominators in the spring and a warm weather cookout in the courtyard area. Hy-Vee could do the grilling, and we could bring side dishes. Or Hy-Vee could provide everything.
- Publicity: We're updating the ESAC website. Please look at the website and offer feedback (<http://www.engineering.uiowa.edu/faculty-staff/staff-resources/engineering-staff-advisory-council>). Click on ESAC in the menu on the right to see more pages. It's still a work in progress. We will be adding the updated bylaws and getting rid of some redundant pages. Also, we may ask the College of Engineering to put a notice and link in the E/Week when minutes are available online, in order to be more transparent and encourage participation in ESAC events.
- Welcome & Goodbye: Melissa Ward
- Get to Know the College: The committee is planning an Iowa Flood Center event in early March. We discussed whether or not to provide food, how long the event should be, and where it should be held.
- Bylaws: Dan will send Jackie the updated bylaws for the ESAC website.
- Community Service: Sara reported that the holiday food drive went very well. We collected more than 500 pounds of donations for the crisis center. There will likely be another community service event of some sort in the spring semester.

Old Business:

- Jenni will arrange a Confucius Institute workshop for pronunciation of Chinese names in January. If the response is good, there may be more of these workshops.
- Jackie reported on the cost of providing professional photos for COE staff. Using University Photo Services, it would be rather costly. If we can arrange a cost-share with the college, it could be doable. Or, if the college agrees, we could use a somewhat less expensive freelance photographer who takes photos for IIHR (Aneta Goska). Jenni will talk to April about the cost-share.
- Please send one-page committee reports from last year to Mark Wilson if you haven't already. Last call!

New Business:

- Budget update: Sara says we have about \$1,000 left.
- Jenni has been reorganizing the ESAC share point site.

Jon Durst adjourned the meeting at 9:12 a.m.

Submitted by: Jackie Hartling Stolze

Next Meeting: 8:30 a.m., Jan. 30, 2014
Location: SHL Conference Room