

ESAC Meeting Minutes 2/27/2014

Call to order by Jon Durst (8:34 a.m.)

Present: Jon Durst, Courtney Bork, Derek Chang, Kandy Munson, Margaret Nelson, Jenni Rumping the Awesome, Sara Steussy, Jackie Hartling Stolze, Melissa Ward

Minutes from the January meeting were approved.

Finance/HR Director Report:

Jan reported that HR is busy recruiting new faculty to fill an open position in CEE, as well as staff positions in CBE and BME.

Committee Reports:

- Executive: The Executive Committee will meet with the dean at 9 a.m. on April 22. Jenni will now serve as president, since Jon is leaving to take a new position outside the university. Jon nominated Dan Gilles to serve as the new vice president; Jackie Stolze seconded the motion, which was then passed unanimously.
- Elections: Jenni Rumping and Dan Gilles will co-chair the election committee. Mark Wilson was able to provide good input on how to run the online ESAC elections, which are coming up this spring.

Also, Susan Beckett from the UI Staff Council was present to discuss upcoming UISC elections. Employees are represented by an organizational rep as well as a job function rep. Susan's term as the org rep from engineering ends this year, and she requested help from ESAC in holding new elections. It was agreed to hold the UISC election prior to the ESAC election, using a similar online process. Susan encouraged everyone to consider pursuing election to UISC; representatives have the opportunity to learn about the university and to meet people from across campus.

- Staff Awards: Jenni and Margaret are preparing to send out a request for award nominations in mid-March. They are working to build an evaluation committee that includes previous award-winners. Besides Jill and Alec, they are also working with a representative from Central HR, who will be present at the March ESAC meeting to discuss the process. The last two years' winners are missing from the "Honor Wall" near the dean's office; Melissa will update.
- Social Events: Courtney reported on the Golden Ladle Soup/Chili Cook-off, held on Feb. 19. It was judged a success, and a photo of the Golden Ladle award-winner, Matt McLaughlin, was posted on the [ESAC website](#). Courtney arranged for leftover crackers to be donated to Table to Table.
- Welcome & Goodbye: Welcome cards were sent to Matthew Streeter, IIHR; and Sathivel Chinnathambi, BME.
- Get to Know the College: Derek reported that the event will be held Thursday, March 13, at the Seamans Center. Nate Young will speak, and Dan or Derek will give an overview of IFIS, followed by a poster session in the commons area. Light refreshments will be served. We will invite all CoE faculty, staff, and students.

Old Business:

- Courtney will follow up on planning a Confucius Institute workshop for pronunciation of Chinese names.
- Photo Day: Jackie reported that Aneta Goska, photographer and part-time employee, is willing to do a professional photo day for CoE faculty and staff. The total cost would be around \$200. We will move ahead to schedule this in late April.
- Budget Update: Sara provided a quick overview of our status. The group voted to provide an awards luncheon for nominees/nominators prior to the official ceremony. We will be sure to let people know that being invited to the luncheon is no guarantee that they will win an award. Melissa will fill in as treasurer while Sara is out on maternity leave.

New Business:

- Everyone wished Jon well in his new job.

Adjournment: Jon Durst adjourned the meeting at 9:30 a.m.

Submitted by: Jackie Hartling Stolze

Next Meeting: 8:30 a.m., March 27, 2014

Location: CCAD