

ESAC Meeting Minutes 9/11/2014

Call to order by Jenni Rumping (8:35 a.m.)

Present: Tracy Peterson, Courtney Bork, Jenni Rumping, Jill McNamara, Jan Waterhouse, John Millsap, Eric Jetter, Derek Chang

Minutes from the July 29th meeting were approved.

Member introductions for new ESAC members. Everyone was encouraged to join the committees.

UI Staff Council Report: NA. Sign-up sheet was included in this month meeting agenda. Jill McNamara signed up for 2014 October meeting, Derek Chang signed up for 2014 December meeting, Jenni Rumping signed up for 2015 January meeting, and Courtney Bork signed up for the 2015 February meeting.

Finance/HR Director Report:

Jan now is the HR Director for the College. The performance review tool has been upgraded; the new improvements now allow the review to be sent back and forth between the supervisor and employee. Jan also reported that there will be an education opportunity for setting good goals, etc. The invite will be sent sometime in October or November.

Committee Reports:

****** Reminder: End-of-Year Reports are due for 2013-2014 Committees ******

- Executive: None
- Elections: No report. Dan will be in charge on this for next year ESAC member election. It won't be until next March or so.
- Staff Awards: None
- Social Events: With the cooler weather, the ice cream social may be changed to a Welcome Winter or Welcome Spring event. ESAC may provide hot cocoa, chocolate bars and muffins. No specific date was determined. Courtney will follow up with the whole group for further details.
- Publicity and Communication: No report.
- Welcome & Goodbye: There has been several new staff recently. Tracy will contact Jan to get the complete list of new staff. Tracy may change the goodbye and welcome cards to be the folded card format, and the cover may also be changed.
- Get to Know the College: The event with the Iowa Geological Survey tour at Oakdale campus was decided to be on October 16th. The time was also suggested to be from 2:30 p.m. to 4:30 p.m. Since Cambus is not an option for transportation, Derek Chang will check for the vehicle rental either from UI motor pool or Enterprise. Cookies and water may be provided. Details will also be followed up.
- Bylaws/Policies & Procedures: No report.
- Community Service: Canned-food drive and river clean-up were mentioned, but not set details. Jill suggested that we can combine the two events. Students' involvement was also discussed in the meeting. We may think about some strategies to encourage the staff and student's involvement.

Old Business: None

New Business: NA

Adjournment: Jenni Rumping adjourned the meeting at 9:25 a.m.

Submitted by: Derek Chang

Next Meeting: 8:30 a.m., October 30th, 2014
Location: TBD