

ESAC Meeting Minutes 3/27/2014

Call to order by Jenni Rumping (8:31 a.m.)

Present: Jenni Rumping, Jackie Stolze, Derek Chang, Jan Waterhouse, Melissa Ward, Margaret Nelson, and Courtney Bork

Minutes from the February meeting were approved.

Finance/HR Director Report:

Jan reported that the college has hired a new administrator in Chemical and Biochemical Engineering, Jacquie Albrecht. A search is also underway for an administrator for the Biomedical Engineering Department.

The Board of Regents has begun an efficiency study at all three state universities. An open forum is planned for 10 a.m. on March 28 at 100 Phillips Hall. Everyone is invited to learn more. Deloitte has been hired to complete the study and make cost-saving recommendations in the fall.

Committee Reports:

- Executive: The Executive Committee will meet with the Dean at 9 a.m. on April 22. Please send issues or items to discuss to any member of the committee.
- Elections: Jenni Rumping and Dan Gilles plan to hold the UI Staff Council election first, followed by the ESAC elections.
- Staff Awards: Jenni reports that the evaluation committee will include Sarah Williams from Central HR, as well as Jenni, Melissa, and Dan. They hope to get the committee's award recommendations to the Dean by May 1.
- Social Events: The Chinese pronunciation workshop is planned for March 28. Treat Day is coming up, and we will plan to hold a luncheon for the staff award nominees and their nominators.
- Welcome & Goodbye: Margaret Nelson is leaving.
- Get to Know the College: Derek reported that the event went well and feedback was good. The poster session in particular attracted quite a bit of attention from students and others.
- Bylaws/Policies & Procedures: No report.
- Community Service: No report.

Old Business:

- Photo Day: This event is set for Thursday, April 24, from 1:30-4:30 p.m. in 2228 SC. We will ask people to schedule an appointment in advance.
- Budget Update: We will have the following expenses before the end of the year: Treat Day, Photo Day, and the Staff Awards Luncheon.

New Business:

- State Fair statue painting: Courtney suggested that ESAC consider participating in this event. We could recruit students or others to take charge. The cost is \$120 to sponsor a team.

- Which members will be rotating off ESAC at the end of the year in June? And how many new members do we need to recruit? Here is a draft list of those leaving ESAC this year:
 - Jackie Stolze
 - Sara Steussy
 - Others?

Adjournment: Jenni Rumping adjourned the meeting at 9:30 a.m.

Submitted by: Jackie Hartling Stolze

Next Meeting: 8:30 a.m., April 24, 2014
Location: IIHR Seminar Room