MEETING

1. **Call to order**
   a. No members absent.

2. **Announcements (5 min)**
   a. Question of the day: Favorite part of fall.

3. **July Meeting Minutes (2 min)**
   a. Edits and approval ([Minutes](#))
      i. Approved after vote, motion Honings and second Ikoma

4. **Working at Iowa Survey – Diane (15 min)**
   a. Survey completed Oct 2022, 20 questions, also shows trend 2016/18/20, six-point scale, 62% participation overall, lowest scores around recognition and workload, improved score for diversity supportive environment, strengths in ENGR: know expectation, superior treats with respect; ENGR top concerns: opportunities for promotion, recognizing accomplishments; Ramaker suggested sharing info with all staff/faculty for transparency

5. **Committee Updates**
   a. Executive – N/A
   b. Bylaws - N/A
   c. Elections - N/A
   d. **Staff Awards – Update re: meeting to combine Longevity and Excellence Awards – Brian/Diane (5 min)**
      i. Next year all combined into one ceremony, working with Ann to determined what is most appropriate; fall tentatively scheduled as Oct 30 in senate chambers 3-4:30 with 30 min presentation (longevity) plus social hour. Call for ad-hoc committee members requested. May have door prizes, Herky, fun event activities. Burks volunteered. Nominations timing issues brought up with one ceremony in fall only.
   e. **Publicity & Greeting - (5 min)**
      i. Solicit items for the newsletter
      ii. First newsletter went out, second ideas: pollinator garden, party after parade, HR updates (to be emailed). Sending end of each month ideally. Meeting in a few weeks to discuss launch of Thank You program.
   f. **Engagement & Inclusion (5 min)**
      i. Events plan – Chili Cookoff, other events
      ii. Chili cookoff delayed, times in Oct/Nov being discussed (M/T/R), "golden ladle" award previous, 3D printed for winner (bowl this year), suggested that advertisement could emphasis sign up more clearly/prominently. New invites will go out (can be included Oct newsletter).
   g. **Sustainability - Hillary/Joe (5 min)**
      i. Event held for Pollinator Garden had a great turnout! Plaque or stand to give ESAC name (Ramaker and Morelli) being researched; Alternative breakfast event in spring, looking into some smaller events also for this academic year.
6. Budget Update – Hillary (5 min)
   a. No expenses this month, encumbrances for donut (180), chili cookoff (unknown), garden expenses (unknown), ice cream (65)- funds from UI Wellness and other sources to help with garden needs and expenses will be applied, reminder to enter staff hours (centers), engagement expenses/estimates requested.

7. Liaison Updates
   a. Finance and Operations Update – April Tippett (10 min)
      i. Scholarship portal 2024-25 open Sept 4- due Feb 1 (delayed due to FAFSA) - this is for undergraduate college of engineering students.
      ii. Fall 2023 census enrollment info released: 274 graduate students and 1706 undergraduate students. As a reminder with the UI Budget model student tuition, indirect cost recover may impact budget going forward – the next budget review board meeting is in October
      iii. Facilities:
          1. The sculpture for CEE 150th anniversary reveal set for homecoming week
          2. AED Additions and Updates planned for DSRI, ERF additional stop the bleed kits will be ordered for all AEDs that do not currently have a kit with them currently
          3. Ongoing meetings continue with UI Facilities Management regarding the IATL fires and evacuations for future preventative measures and communication plans.
      iv. Question: where are enrollment numbers in comparison to anticipation? Down slightly from budget, however, our resident, non-resident mix is better than budgeted which could be a sign that the IL scholarship pilot project is working well. A focus should be on the retention of the students we have in the college.
   b. HR Update –Diane Fountain (5 min)
      i. COVID one vaccine available in limited location. Call UI employee health clinic to schedule. Sick leave policy now includes preventative care appointments (also for family members) eff Aug 1.
   c. DEI Council Update – No meeting yet, scheduled this month.
   d. UI Staff Council Update – Brian (5 min)
      i. Nov 2 UI Health Fair in Field House, push to support food pantry- staff council will donate, low participation for United Way (in comparison to Big10)--any interest in promotion? Maybe discuss again in Nov.
   e. EAC Update – no meeting

8. Old Business
   a. Adjourned 11:33A

9. New Business (open floor)

Next meeting

October 12, 2023, 10:30 a.m.