

Supervisory and Confidential Merit Personnel Minutes
July 18, 2006
Curris Business Building, Room 319

Representatives in attendance: Cindy Ziegenhorn, Jane Close, Doug Widen and Yvonne Groen

Other Representatives: Nick Bambach

Following is a list of all UNI-SCMP members, with those present indicated in bold:

Acklin, Janet	Groen, Yvonne	Osuna, Roman
Althof, Margaret	Hall, Ronald	Pakala, Lynn
Anderson, LeRoy	Hansen, Amanda	Perry, Donald
Baldwin, Sherri	Hart, Patricia	Peterson, Kristina
Bartlett, Mary-Sue	Headington, Diane	Rathe, Marsha
Becker, Penny	Hesse, MaryAnn	Reid, Keith
Bishop, Sheri	Hills, Marlene	Rohwedder, Chris
Brodie, Carol	Jacobson, Julee	Rossman, Amanda
Chapin, Linda	Johannes, Joan	Schwanz, Kathleen
Cheeseman, Dianne	Juel, Diane	Scobee, Sandra
Close, Jane	Kehoe, Barbara	Scoggins-Rose, Nancy
Corson, Margaret	Kensinger, Janis	Shepard, Barbara
Corwin, Leroy	Kester, Judith	Stapleton, Larry
Dally, James	Keys, Mary	Thomas, Ricky
Davison, Diane	Kidder, Glee	Truex, Rita
Dean, MaeLynne	Kirchmann, William	Uehle, Shirley
Dieken, Judy	Kirk, Christopher	Uhlenhopp, Donna
Diercks, David	Kjeld, Ann	Ungs, Fonda
Dierickx, Tessa	Law, Sandy	Wagner, Coleen
Dix, Belinda	Main, Doug	Watson, Jennifer
Duggan, Yvonne	Marra, Stephanie	Welch, Keith
Elbert, Irene	McDivitt, Cheri	Welter, Patricia
Farland, Bonnie	McKernan, Pamela	Widen, Douglas
Fauchier, Wayne	McNamee, James	Winters, Darlene
Frisch, Dawn	Meyer, Claudia	Witham, Nancy
Goecken, Wilhelm G. III	Nedrow, Cheryl	Witt, Janet
Goodman, Mary	Neff, Brenda	Young, Rebecca
Grant, Michele	Oltman, Barbara	Ziegenhorn, Cindy

I. Introductions/Announcements

Chair Cindy Ziegenhorn called the meeting to order at 1:30 p.m. Members present introduced themselves.

II. Approval of Minutes

Minutes from the June 20, 2006 meeting were approved with corrections. (Chapin, Close)

III. Personnel Changes – Cindy Ziegenhorn

One name change to report. Tessa Hackenmiller's name has changed to Tessa Dierickx.

IV. HRS Update – Nick Bambach

Jan Flick will retire from UNI on September 5th. She has 27 years of combined service at Iowa State University and UNI. A search committee has been established and they hope to have someone hired the first part of September.

V. P & S Council Meeting – Sandy Law

The P & S Staff Council met on July 13th.

Dr. Lubker shared that the FY 2007 budget will be available for approval at the upcoming Board of Regents meeting to be held on August 8 & 9, 2006. The FY 2008 budget recommendation was recently submitted.

The state legislature has under funded UNI \$2 million. Dr. Lubker described how the budget was reduced from divisions to make up for the under funding.

Two requests will be made to the Legislature this year for operational needs:

- (1) Make permanent the non-recurring appropriations
- (2) Fully fund state-negotiated salary agreements

In addition, support will be requested for several strategic initiatives.

The Council elected Carol Fletcher for President for 2006-2007 and Rick Seeley for Vice President. Carol and Rick will work on forming committees to include new council members, Melanie Abbas, Jason Vetter and Don Williams.

VI. EAP Update – No Report. Chris Rohwedder will serve as our new representative.

VII. CURAF Update – No Report. Keith Welch will remain our representative.

VIII. Multimodal Committee Report – Margaret Corson

At the June 22nd meeting, the Site Subcommittee proposed four alternative sites for the multimodal facility to the full committee. Positives and negatives were discussed, as well as a parking deck structure instead of a parking ramp. The full committee then narrowed the proposed sites down to two. They are:

- (1) North side of 23rd Street
- (2) South of Gilchrist Hall (between Gilchrist Hall and University Avenue)

The proposed sites will be presented to the Cabinet for their consideration. The Cabinet will determine if the matter should be pursued further.

In reply to questions raised at last month's meeting, Walt Stephenson is a UNI employee. His salary is paid 80% by the Grant and 20% by UNI. The studies and consulting fees are also paid by the same ratio. It is important to have the Subaward Agreement in place for grant funding to cover what has been expended so far.

IX. Old Business

A. Thank You to Outgoing Executive Board Members – Cindy Ziegenhorn

Cindy thanked Linda Chapin and Barb Shepard for their diligent work during the years they served on the UNI-SCMP Executive Board. Their dedication and support has been greatly appreciated.

B. Campus Advisory Group – Cindy Ziegenhorn

The Campus Advisory Group met on July 11th. They explained the purpose of the group to the new University President, Ben Allen. The organization is five years old and was created as a forum for different groups on campus. It is strictly an advisory group. President Allen agreed that the group should continue with their mission.

The multimodal proposal was discussed.

The President was also briefed on the Campus Conversation history and progress.

C. Regents Interinstitutional Supervisory/Confidential Advisory Council Meeting (RISCAC) – Cindy Ziegenhorn

RISCAC met on June 21st at Tama City Hall.

Barb Shepard was thanked for her presentation to the Board of Regents on behalf of the RISCAC group. The presentation reminds the Board of Regents the purpose of the group, the desire for open communication, informs them of past issues, and recommends a salary policy that is at least equal to the bargaining unit employees.

The Regents Staff Excellence Awards were discussed. Each institution handles these awards differently as far as eligibility, criteria, nomination process, selection and recognition received. RISCAC feels there should be more uniformity being it is a Regents' award.

Extra Meritorious Pay was discussed. This is a pilot bonus program the University of Iowa has for P & S employees.

There has been a website created. It will be sent to UNI's Human Resource Services for review. Once approved by Vice President Tom Schellhardt, it will be hosted and maintained along with the SCMP website.

RISCAC elections were held. Chair is Julie Sexton of the University of Iowa. Vice-Chair is Lynnette Hauser of Iowa State University. Secretary is Cindy Ziegenhorn of the University of Northern Iowa.

The next RISCAC meeting will be October 4, 2006 at the Board of Regents Office in Urbandale.

D. Pay Grade Concern

At the last meeting, a question was directed to Nick Bambach as to whether a pay grade 11 employee can supervise a pay grade 13 employee. There is a known situation where this is occurring.

The group discussed several different scenarios and concerns.

It was decided to request a listing from Human Resource Services of the pay grades of supervisors and those they supervise to analyze. Once the analysis is complete, the Executive Board will determine if the matter should be forwarded to RISCAC for their consideration. If so, it will be done in written form.

X. New Business

A. Welcome Committee – Cindy Ziegenhorn

A committee has been formed to plan a welcome for President Allen. Mary-Sue Bartlett has agreed to serve on this Committee.

B. White Paper Committee on Communication – Cindy Ziegenhorn

David Pruin, Chair of the Merit Personnel Advisory Committee, suggested the following four groups share agendas and minutes from their meetings:

- (1) P & S Council
- (2) Faculty Senate
- (3) Merit Personnel Advisory Committee
- (4) UNI-SCMP

Cindy will let David know that our meetings are open to anyone who might want to attend.

It was suggested the Board of Regents minutes also be reviewed for items that would be of interest to our group. For example, the renewal of the phased retirement policy.

C. Human Performance Center Groundbreaking – Cindy Ziegenhorn

The groundbreaking for the Human Performance Center will be Friday, July 21st at 2:00 PM.

XI. Next meeting: August 15, 2006, at 1:30 p.m.
Curris Business Building, Room 323

XII. Adjournment

The meeting adjourned at 2:45 p.m.

Respectfully submitted,
Yvonne Groen