(APPROVED)
Supervisory and Confidential Council Minutes
September 15, 2009
Gilchrist 025

Representatives in attendance: Irene Elbert, Bonnie Farland (proxy), Donna Uhlenhopp, Karla Whitney, and Janet Witt

Other Representatives: Nick Bambach and Michelle Byers

Following is a list of all Supervisory and Confidential Council members, with those present indicated in bold:

Acklin, Janet  
Anderson, LeRoy  
Baldwin, Sherri  
Bartlett, Mary-Sue  
Becker, Penny  
Bishop, Sheri  
Brodie, Carol  
Buehner, Yvonne  
Burvee, Jackie  
Cheeseman, Dianne  

Close, Jane  
Corson, Margaret  
Corwin, Brian  
Corwin, Leroy  
Counsell, Corleen  
Dally, James  
Davison, Diane  
Dean, MaeLynne  
Diercks, David  
Dreyer, Alex  

Elbert, Irene  
Farland, Bonnie  
Fauchier, Wayne  
Frisch, Dawn  
Goecken, Wilhelm G. III  
Goodman, Mary  
Grant, Michele  

Habinck, Tresa  
Hall, Ronald  
Hansen, Amanda  
Hesse, MaryAnn  
Hills, Marlene  
Jacobson, Julee  
Johannes, Joan  
Kester, Judith  
Keys, Mary  
Kidder, Glee  
Kirchmann, William  
Kirk, Christopher  
Kjeld, Ann  
Lansink, Bridgett  

Law, Sandy  
Main, Doug  
Maury, Tammy  
McCabe, Karen  
McDivitt, Cheri  
McKernan, Pamela  
McNamee, James  
Meyer, Claudia  
Nedrow, Cheryl  
Neff, Brenda  
Nelson, Stacey Edward  
Oltman, Barbara  

O’Neill, Lisa  
Osuna, Roman  
Pakala, Lynn  
Perry, Donald  
Reid, Keith  
Richmond, Brent  
Rohwedder, Chris  
Schwanz, Kathleen  
Scobee, Sandra  

Shepard, Barbara  
Thomas, Ricky  
Truex, Rita  
Uehle, Shirley  

Uhlenhopp, Donna  

Ungs, Fonda  
VanGerpen, Duane  
Wagner, Coleen  
Welch, Keith  
Welter, Patricia  
Weltzin, Matthew  

Whitney, Karla  
Widen, Douglas  
Witham, Nancy  

Witt, Janet  
Ziegenhorn, Cindy
1. **Call to Order**  
Chair Irene Elbert called the meeting to order at 2 p.m. She invited everyone to help themselves to cookies or bars and coffee to honor Nick Bambach in appreciation for his years of service to UNI. Nick will retire on October 1, 2009.

2. **Introduction of Members**  
Those present were introduced.

3. **Minutes of August 18, 2009, Meeting**  
Minutes from the August 18, 2009, meeting were approved with minor changes. (Law, Shepard)

4. **Personnel Changes (Irene Elbert)**  
Janet Acklin and Doug Main have retired from the university.

5. **Human Resource Services Update (Nick Bambach)**  
Nick Bambach was presented with a certificate of appreciation for his faithfulness to the S&C group. Nick confirmed that 118 UNI employees have elected to participate in the early retirement incentive program. He indicated that the University of Iowa has had 95 approved for early retirement at that institution, with nearly 500 pending. While UNI has approved all applications, U of I is looking at what needs to be replaced.

6. **P & S Council (Sandy Law)**  
Bill Calhoun reported that discussions continue about the FY '11 budget. Revenue estimates for this year continue to be lower than projected. The Cabinet will be meeting to discuss proposals for utilizing some of the ARRA funds as it relates to funding sustainability and cost containment projects and enhancing classroom technology.

   Official enrollment figures will be released soon - enrollment is estimated to be 13,080.

   Michelle Byers reported that committees have been working on pandemic continuity of operations plans.

   There are 118 UNI employees who are participating in the Early Retirement Incentive program. The majority of participants are merit employees (62%).

   Pat Whitt reported that the website committee has been updating the P&S Council website and will be redesigning the website with a goal of having it completed by spring 2010. Pictures of all P&S Council members will be included on this website and should be in place by the October meeting.

   Tony Smothers reported that there will no longer be an annual Board of Regents recognition dinner to recognize Regents Staff Excellence award recipients. Rather, this year a Board of Regents member will present awards to recipients at the UNI Convocation on September 23. The Meet the Pres. event will take place on Thursday, October 8, at noon in Ballroom C of Maucker Union.

   Melanie Abbas reported that the Salary and Fringe Benefits committee is requesting suggestions regarding future employee benefits such as a 403B Roth option and various no cost Wellness Recreation Services. The committee plans to draft its annual salary increase letter for FY11 in December.
7. **Miscellaneous**

Irene asked if the S&C Council representatives had an interest in doing anything different to our S&C website.

Irene has emailed the regent universities to get feedback on their criterion used for the Regents Award selection.

The university health and safety committee will meet this week. If there are any issues to be brought to the committee’s attention, please let Irene know. Kathy Green is the chair of the health and safety committee. More visible signage is an issue, as well as road surfaces. There has been a fall near Price Lab.

Departments are beginning to obtain supplies for the upcoming flu season.

On September 30, the university council will meet and will give an update on what is happening on campus as far as budget is concerned.

There was some discussion on the recent housekeeping changes and the impact on garbage pickup in individual offices.

The Registrar’s office continues to be busy with the new SIS. The new system will have a great impact on the campus and should be implemented in a couple years.

8. **Next Meeting**  
   October 20, 2009, 2:00 p.m., Gilchrist Hall 025 (enter through Human Resources Office)

9. **Adjournment**  
The meeting adjourned at 2:29 p.m.

Respectfully submitted,  
Donna Uhlenhopp