

Staff Council Minutes

Date: Nov. 11, 2020

Location: Zoom

Zoom: <https://uidaho.zoom.us/j/93449125346>

1. Call to Order [1 min] - Chad
2. Attendance [3 mins] – Cari – quorum established
3. Approval of Minutes [5 mins] - Chad
 - a. Oct. 2020 – Approved
4. Staff Member of the Month [3 min] – Tami
 - a. Sean Sullivan – Technology Solutions Partner 3, ITS – Attended
 - i. “Sean has a very good rapport with customers, employees and visitors and can smooth the waters with even the most frustrated person. Sean has a can do attitude which helps put people at ease as he works on your issue. Sean's experience and knowledge of campus and of his services helps get answers quickly and efficiently for the customer and those using his departments services. Sean really is a great asset when it comes to the University of Idaho and it is a true joy to work with him. If it was up to me I would be happy to give him a 50% pay increase and a three week paid vacation to anywhere in the world that he wants to go, he deserves it!”
5. DFA Presentations [45 min] – Brian Foisy
 - a. Financial Update
 - i. The efforts of so many people in so many offices have made an unbelievable difference in the university in one short year. Example – prior to president green we had two back to back year where we had 20 million dollar operating losses FY18 and FY19. In one year, FY20, we now have a \$1 million dollar operating surplus. State Board of Education is thrilled.
 - ii. FY21
 1. Enrollment – the census date for fall semester has passed, reporting two primary enrollment statistics, full-time enrollment and total student enrollment.
 - a. Full-Time Enrollment (does not include dual credit or non-degree seeking students) was down 2-3% correlating to about a \$3 million reduction in gross tuition collection.
 - b. Total Student Enrollment (includes dual credit and non-degree seeking students) was down 10%.
 - c. Gross tuition revenue for FY21 is projected to be \$97.5 million, a \$2.6 million loss. In addition, U of I had budgeted \$38.4 million in tuition waivers, only \$32.1 million in waivers is projected to be awarded, leaving a surplus of \$6.3 million. Between the \$2.6 million loss and the \$6.3 million surplus we are projecting a tuition surplus of \$3.7 million. These are one-time funds.
 2. WUE Program – UI has decided to fully join the WICHE state agreement and allow all students from these participating states to benefit from the 150% in-state tuition agreement. The financial impact is that these students who were previously paying approximately \$22,000 a year will now be paying roughly half at \$13,000 a year. This is a four year transition. President Green decided to proactively cut the budget by \$2.9 million for FY21 a year early to avoid having to make additional budget cuts in FY22. This has created additional one-time funds that can be used.
 3. Expenses
 - a. Furloughs – Needed to cover \$3.3 million – furloughs were designed to cover this deficit. There remain other unaddressed challenges on the expense side that need to be addressed with the \$4.7 million surplus from the revenue side. Bottom line, for FY21 UI has essentially broken even and has a balanced budget for the remainder of the year. No further budget cuts are needed for the remainder of the year.

- b. CEC funding – Money was allocated by the state for raises in FY21, but we were not authorized to spend the money on CEC, due to concerns about how COVID would impact the overall state budget. The money was used in FY21 (on a one-time basis only) to reduce the impact of the mandatory furlough. But because the funding is permanent, it could be available for raises in FY22, depending on action by the SBOE, the Legislature, and university administration. Because of a record state surplus, the President’s Leadership Council is composing a letter for the SBOE requesting all or some of the current 5% holdback be returned and passed along to the employees who had to take furloughs.
 - c. SC will schedule an additional meeting with Brian to discuss the FY22 budget.
 - b. P3 (Public Private Partnership) Overview:
 - i. Three companies included in the agreement: Plenary Americas USA Ltd., Sacyr Infrastructure USA LLC, McKinstry. The three of these companies together are the concessionaire/operator. UI has granted the rights to the operator to run the steam plant facility for 50 years in exchange for \$225 million upfront to be received via wire transfer before Dec. 31st, 2020. UI will use these funds to pay off some existing debt and then will invest \$190 million in the UI Foundation. The funds will be set up essentially like an endowment that will generate a rate of return (assuming 5%). Projections show the UI receiving \$6 million in earnings annually from this investment which will be reinvested in student scholarships, online infrastructure, research efforts, grant writing, RAs/Tas, marketing, student recruitment, etc. UI will be able to pay back the concessionaire with interest and still earn excess revenue projected at \$351 million (conservative estimate) to \$1.1 billion (expanded estimate) of net gain over the 50-year life of the partnership. The funds generated from the investments will not be held by the UI, a new legal non-profit Idaho identity will be created, The Strategic Investment Fund, that will have a one member (the UI President) and an independent governing board that will approve use of funds to ensure that these decisions are made equitably and strategically.
 - ii. Employees
 - 1. 21 UI employees that will be transferred over to operator pay roll. President Green has committed to being generous with these employees and impact for them is top of mind. There is a comprehensive transition plan being created for each employee that will be released soon.
- 6. Preferred name discussion - [10 min] – Chad
 - a. There is a push to allow Preferred Name to be added to Banner and all UI technologies, it is generally well supported.
 - b. Chad has spoken with Dan Ewart. Preferred Names is at the top of his to-do list. It will be a large project, however, it is now a priority. Dan will give Staff Council an update on how the project is going early next year.
- 7. Reports [20 mins]
 - a. Healthy Vandals update – Emily –
 - i. Travel guidance will be released to help students, staff and faculty stay safe as they are travelling home for the holidays.
 - ii. Healthy Vandal Pledge will be renewed with some small changes with a request to re-acknowledge for spring semester
 - b. COVID advisory committee – Chad
 - i. Erin Mack will take over Elaina McIntosh Perry’s seat starting with the next meeting
 - c. Human Resources – Brandi
 - i. Information will be released soon regarding plans for staff members after the Thanksgiving holiday
 - d. Faculty Senate – Charles
 - i. FS discussed the online Idaho initiative (State-level initiative to have all State institutions have all online offerings in a central location).

- ii. There was a presentation regarding recent changes to Title IX – UI was mandated to change current policies to comply with federal requirements (not liked by many). Erin Agidius was asked by a faculty member if she feels that these new polices will intimidate people to report Title IX violations and she responded in the affirmative.
 - iii. A reminder to our SC Senate Reps to ensure that SC has a voice on all items that are relevant to staff. Specifically referencing the Ubuntu resolution that was approved before SC received a presentation on the issue.
 - e. Elections – Erika
 - i. Survey for UI wide committees has gone out to all faculty, staff and students for 21-22 academic year service. The addition of staff to this survey will alleviate work from the elections officer.
 - f. Staff awards/morale – Michelle
 - i. Committee is encouraging Staff Council to participate in a Kudos campaign by submitting a Kudo about a colleague. You can submit a Kudo [here](#). Kudos will be posted in the daily register.
 - ii. Committee has drafted a letter that has been sent to SC Chair and Vice Chair requesting that communication is relayed to supervisors to take an extra minute during yearly evaluations to thank staff members for their work.
 - iii. There was not a Staff Awards Ceremony this year due to COVID. Longevity gifts can be picked up at the VandalStore on December 3rd and 4th. There will be a discount offered those days both in store and online. If you are not comfortable picking up your gifts at the VandalStore, your gift can be delivered to your office.
 - iv. Committee meeting next week to discuss budget. A proposal will need to be submitted to the President’s Office regarding funding for a ceremony for this FY.
 - g. Operations manual
 - i. The committee met and is moving forward with compiling material
 - h. COVID survey
 - i. Has received 560 responses
- 8. Parking Lot Topics [2 mins] - Chad
- 9. Good of the Order [5 min] - Chad
 - a. Surveillance testing (thank you)
 - i. Reported today that we are doing much better! Thank you for participating and getting the word out about the importance of participating.
 - b. SC feedback regarding Sodexo will be compiled for the dining RFP
- 10. Close [1 min] - Chad

Meeting Guidelines

1. The [monthly agenda](#) will be posted in Teams (UI-Staff Council) under the general channel and agenda tab. A copy of the agenda will also be emailed before each meeting and posted to Staff Council’s website.
2. Each agenda item will be assigned an estimated time limit. All council members are encouraged to hold the agenda item owner accountable to time and topic integrity.
3. Discussions will spur questions and topics not on the agenda. Those items will be recorded in the topic parking lot section of the agenda and meeting minutes. Items in the parking lot will be reviewed by the Staff Council officers. If the items align with the parameters of Staff Council's mission, they will be added to the next month's agenda as new business.
4. Presentations and subsequent Q&As will be time limited. If more time is needed, items may be posted in the parking lot and presenters may be invited to future meetings. The desired outcome is a presentation specific to topics that align with Staff Council’s purpose.

5. If training or long-form presentations are relevant to staff, Staff Council is happy to facilitate brown bag lunches or other such meetings.
6. Committee chairs may request time to present updates. The agenda will no longer allow for round robin reports.