MEETING MINUTES
Wednesday, November 14, 2018 9:00 to 11:00 a.m.

I. Call to Order..................................................................................................................................Howard

II. Staff Member of the Month: Kathy Haworth
Kathy is always attentive to any need. She has helped with light fixtures and given me information about how to get things fixed or done. She was gone for a bit, and it showed. Now that she is back, my carpet is clean as well as anything else that she is responsible for. Thank you Kathy for your work! Cynthia Piez,
Senior Instructor, Mathematics................................................................. Espenchade

III. Roll Call – Determination of Quorum......Yes.................................................................McGarry

IV. Approval of Minutes.................................................................Passed............................................................Howard

V. Guest Presentations –
   a. Kathy Barnard: The U of I presidential search committee was pleased with the high level of staff participation in focus groups. The State Board and the committee are still in feedback mode. Kathy encourages anyone to submit feedback. The timeline is still fuzzy. The Advertisement should be live sometime next week in the usual higher ed. sites as well as Idaho newspapers and business review news. The committee is casting a broad net, so get the news out. If you have a specific person in mind, please forward it to the committee. Feel free to contact Kathy.
   b. VP of Research, Janet Nelson: ORED (The office of research and economic development) is big with 150 people between all the centers, and 50 direct support staff. Their mission is to 1. Help researchers find funding, 2. Help them to apply for that funding, 3. Help researchers to keep compliant when awards come in. 4. Help to be sure that research is carried out in a safe and ethical matter, 5. Help celebrate and promote successes. See the attached Research report document. All of that fits with our land-grant mission to make our world a better place. They work with national leaders and support faculty staff and students every day. Doors are open if you have questions. With regard to the Carnegie rating, it is for the strategic plan goal Innovate, but is more about the journey and continuous improvement than about achieving a particular rating. In a basketball analogy; if you are #19 you are not in the top 16, someone will have to drop for you to make it in the next year. U of I is in middle of R2 section of diagram (see attached). Total research expenditures are going up. U of I would need to get to about $160M, we are currently at $109M. Non-science and engineering awards also count. There are many factors – PhD programs and humanities programs. If we are getting better but do not cross the (R1-R2) line, we are making progress. The number is not the only thing that is important. We have capacity to do amazing work. Collaborations are great. Short and Sweet talks (see flyer attached). ORED offers programs to help learn to write proposals, to go to conferences to build research here at U of I. Question from Kari Wells: What about off campus? For off campus they are recorded to hear them. We can do SAS “on the road” in person around the state for the personal interaction portion of this. ORED could help defray costs, either to take SAS or to have off-campus folks come to Moscow for the SAS talks. Is R1 a target? Or just to get better. R1 is a target that is a doable with current trajectory in about 7-8 years. It is a worthy aspirational goal, but if we got close would that be a bad place to be? Question from Bob: The thing that is often sacrificed is staff compensation – that is why we had 18% turnover. We need to manage all aspects of the university rather than just research.

VI. Executive Committee Reports
   a. Off-Campus...continued to reach out to off campus list with updates; working on the campus inclusion project figuring out best ways to bring everyone together. If you post in register, consider how to connect with all state-wide offices in mind.................................................................Fox
   b. Communications: Sent out newsletter Monday 43.5% opens. An issue regarding Admin vs staff council voice was raised regarding training. Do we represent the administration or staff? Regarding training,
other communication happens as well as register, more direct in direct emails. Messaging that we use
causes phone calls to Elissa, and perhaps we need to be more unified. Staff council newsletter should be
able to have its own voice. Wes - Best to quote actual message, then give your own voice. There was
agreement voiced on that approach.........................................................Hoffmann
c. Treasurer: Financial report looks good (see attached) – carry forward is still pending Cindy Ball: UBFC
member is allocating Gen Ed dollars if SC wants to reach off campus we should write a grant to offer each
branch travel awards to UBFC. Kris would do budget, but not write it. (Issue with off-line folks not hearing
speaker). ..............................................................................................Freitag
d. Secretary......none..............................................................................................McGarry
e. Technology: There is a discussion about how to get better spaces for these meetings. Legacy applications
with duo need to be discontinued, please turn them off. ...........................................Kearney
f. Vice Chair: Did not send out revised bylaws, but have given it to Darren. He will put it up and give off-
campus access. There were many items in the first draft of the bylaws revision that were dropped that
should not been excluded, so we put them back in. Currently we have 1 representative for every 50 staff
members. Is this too big? Should we have 1/60 or do we benefit by having a large group? Off campus
facilities are growing. A large group is better for dispersing communication, and the number of
committees we have to fill needs a larger group. What about it being board appointed only? Patricia
would like to change wording to represent any staff members. To advocate for them. Ian: lets explore
consequences – risks? HR reps? Wes sees none. Focus should remain on primary types of employees. On
travels, Patricia was able to refer everyone to necessary resources. Off-campus wants to see changes in
writing before vote so they can comment. Patricia will email out to the entire group and request
feedback. Key items are highlighted, and be sure to see the comments. What about Work-study
employees? There are a very large number of temporary employees. May need more off-campus
representation. Another area of concern is with officers. We are adding an elections office. Chair and Vice
Chair positions currently are required to be filled by employees on the Moscow campus. With Zoom is
that necessary? Summer says that it would be too hard to attend all the meetings and to chair meetings
remotely. The Zoom technology is not up to the challenge. Please provide feedback. What mailing list do
we use for the newsletter? Mailchimp staff list. Does it reach all staff or just board appointed? Erin
Butterfield got it when she was temporary IH. Cindy: Every extension office should be represented even if
they only have IH employees.................................................................Baker

g. Chair......none ..............................................................................................Howard
h. Election stuff: Need to fill B & F position under VP McFadden, will start next week .......Erika

VII. Advisory/Other Reports
  a. Faculty Senators:
     i. Jazz Fest needs volunteers.
     ii. Provost sent an email regarding initiatives. If you notice anything missing, let them know.
     iii. Finance updates.
     iv. IT changes, guest speaker coming next month to SC
     v. Plus-minus grading coming back? ..........................................................Tibbals
  b. Human Resources: Proposal for new staff evaluation is ongoing. Wes met with supervisors and the
     feedback was overwhelmingly positive, except for 3 point instead of 5 point rating system. Would like to
     offer as an option for evaluations this year. HR can’t mandate to any dean which form they choose to
     require. Remember, change comes slowly. Unanimous support for new form from Staff Council.
     .........................................................................................................Matthews
  c. Finance & Administration........absent..........................................................Foisy
  d. Professional Development & Learning:
     i. Banner 9 training is complete, and enhancements for the training track for supervisors.
     ii. Changes at the Office of Federal Contract Compliance Programs (OFCCP) will probably result in
        required search committee training. We are creating online training.
iii. The current required training data (number of those that have completed it) will be out today. Please remind people to get it finished. 18 work days to finish training. — Keim

VIII. Old Business

IX. New Business
   a. Leadership Openings: Chair and Vice Chair and Treasurer positions are open for next year. Please reach out.

X. Good of the Order –
   a. Traction device program – please spread the word – there are many left.
   b. Food for parking fines is back on. Peanut Butter is very popular.
   c. Academic break parking enforcement starts next week.
   d. Pit crew services are available.
   e. Holiday party: Dec. 12 Lisa Snyder will send a flyer – gift exchange (see attached).

XI. Adjournment 10:51 a.m.
Legend:
Blue: **R1: Doctoral Universities - Highest research activity**
Purple: **R2: Doctoral Universities - Higher research activity**
Orange: **R3: Doctoral Universities - Moderate research activity**

Notes:
- Points represent institutions.
- Units represent standard scores.
- X-axis represents aggregate research index; Y-axis represents the per capita research index.
- Doctoral Universities that are not included in the NSF data collections are not represented and all placed in the Moderate research group.
- To reduce the influence of outliers, we converted the raw data to rank scores. This had the effect of compressing differences at the high end of the distributions while increasing differences at the low end, where a large number
## Staff Council FY 19 Financials

<table>
<thead>
<tr>
<th>Row Labels</th>
<th>Index Title</th>
<th>Transaction Description</th>
<th>Budget</th>
<th>Expenses</th>
<th>Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>653995</td>
<td>Staff Affairs Learning &amp; Dev</td>
<td>Post carry forward U3 Fund Type</td>
<td>$16,608.32</td>
<td>-</td>
<td>$16,608.32</td>
</tr>
<tr>
<td>653995</td>
<td>Total</td>
<td></td>
<td>$16,608.32</td>
<td>-</td>
<td>$16,608.32</td>
</tr>
<tr>
<td>653996</td>
<td>Staff Affairs</td>
<td>FY19 Original Budget</td>
<td>$35,500.00</td>
<td>3,598.65</td>
<td>31,901.35</td>
</tr>
<tr>
<td>653996</td>
<td></td>
<td>Trinam, fm Central 546997</td>
<td>$20,000.00</td>
<td>-</td>
<td>20,000.00</td>
</tr>
<tr>
<td>653996</td>
<td></td>
<td>HR Payroll 2018 UI 16 1</td>
<td>$-</td>
<td>1,375.00</td>
<td>(1,375.00)</td>
</tr>
<tr>
<td>653996</td>
<td></td>
<td>HR Payroll 2018 UI 22 1</td>
<td>$-</td>
<td>1,375.00</td>
<td>(1,375.00)</td>
</tr>
<tr>
<td>653996</td>
<td></td>
<td>JUL - CAMPUS MAIL</td>
<td>$-</td>
<td>18.57</td>
<td>(18.57)</td>
</tr>
<tr>
<td>653996</td>
<td></td>
<td>Hey there hi <a href="mailto:the...mmerh@uidaho.edu">the...mmerh@uidaho.edu</a></td>
<td>$-</td>
<td>21.25</td>
<td>(21.25)</td>
</tr>
<tr>
<td>653996</td>
<td></td>
<td>Wells, Kary Noel.</td>
<td>$-</td>
<td>89.88</td>
<td>(89.88)</td>
</tr>
<tr>
<td>653996</td>
<td></td>
<td>V00546286 Beagley, Michelle M.</td>
<td>$-</td>
<td>172.95</td>
<td>(172.95)</td>
</tr>
<tr>
<td>653996</td>
<td></td>
<td>Beagley, Michelle M.</td>
<td>$-</td>
<td>65.25</td>
<td>(65.25)</td>
</tr>
<tr>
<td>653996</td>
<td></td>
<td>Howard, Summer</td>
<td>$-</td>
<td>108.75</td>
<td>(108.75)</td>
</tr>
<tr>
<td>653996</td>
<td></td>
<td>V00546286 Beagley, Michelle M.</td>
<td>$-</td>
<td>372.00</td>
<td>(372.00)</td>
</tr>
<tr>
<td>653996</td>
<td>Total</td>
<td></td>
<td>$35,500.00</td>
<td>3,598.65</td>
<td>31,901.35</td>
</tr>
<tr>
<td>653997</td>
<td>Employee Recog/Comm</td>
<td></td>
<td>$582.09</td>
<td>-</td>
<td>582.09</td>
</tr>
<tr>
<td>653997</td>
<td></td>
<td>UI Fdn Bdgt Rollover fr F26300</td>
<td>$582.09</td>
<td>-</td>
<td>582.09</td>
</tr>
<tr>
<td>653997</td>
<td>Total</td>
<td></td>
<td>$582.09</td>
<td>-</td>
<td>582.09</td>
</tr>
<tr>
<td>653998</td>
<td>Staff Team Awards</td>
<td>07/2018 CIT Distribution Budget</td>
<td>$2,513.06</td>
<td>2,024.30</td>
<td>488.76</td>
</tr>
<tr>
<td>653998</td>
<td></td>
<td>U4 CARRY FORWARD PEN150</td>
<td>$2,024.30</td>
<td>-</td>
<td>2,024.30</td>
</tr>
<tr>
<td>653998</td>
<td></td>
<td>U4 CARRY FORWARD PAN201</td>
<td>$488.76</td>
<td>-</td>
<td>488.76</td>
</tr>
<tr>
<td>653998</td>
<td></td>
<td>CIT Dist Staff Team Awards Endowmen</td>
<td>-</td>
<td>2,024.30</td>
<td>(2,024.30)</td>
</tr>
<tr>
<td>653998</td>
<td>Total</td>
<td></td>
<td>$2,513.06</td>
<td>2,024.30</td>
<td>488.76</td>
</tr>
<tr>
<td>744998</td>
<td>McBride Staff Prize</td>
<td>07/2018 CIT Distribution Budget</td>
<td>$1,677.60</td>
<td>1,563.06</td>
<td>114.54</td>
</tr>
<tr>
<td>744998</td>
<td></td>
<td>U4 CARRY FORWARD PAN201</td>
<td>$1,563.06</td>
<td>-</td>
<td>1,563.06</td>
</tr>
<tr>
<td>744998</td>
<td></td>
<td></td>
<td>$114.54</td>
<td>-</td>
<td>114.54</td>
</tr>
<tr>
<td>744998</td>
<td>R3811</td>
<td>CIT Dist McBride, Lawrence C Prize</td>
<td>$</td>
<td>-</td>
<td>$1,563.06</td>
</tr>
<tr>
<td>--------</td>
<td>-------</td>
<td>-----------------------------------</td>
<td>----</td>
<td>---</td>
<td>----------</td>
</tr>
</tbody>
</table>
**744998 Total** |       | $1,677.60 | $1,563.06 | $114.54 |
SAS TALKS | SHORT AND SWEET RESEARCH SPEAKER SERIES

GLOBAL REACH EDITION

TUESDAY
DECEMBER 4
4:00 - 7:00 PM
IRIC BUILDING ATRIUM

Rapid-Fire Style Event
Featuring Top
U of I Researchers.

• All students, staff
  and faculty
  welcome.

• Free food and
  beverages
  provided!

20 Images, 20 Seconds.
Slides Auto-Advance.

Topics from
Around the Globe!

Can’t join us in person?
Join us live online at www.uidaho.edu/news/ui-live