

IOWA STATE UNIVERSITY™

Professional and Scientific Council



General Council Meeting



April 11, 2024, 2:10 P.M.



Room 3580, Memorial Union

Councilors: Please make sure you have signed in at the registration table and have your name placard

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Professional and Scientific Council

- **Call to Order (Jason Follett)**
 - **Establish Quorum (Jason Follett)**
 - **Approval of the Agenda**
 - **Approval of the Minutes**
- March 7, 2024, General Council Meeting
Minutes**

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Professional and Scientific Council

Administrative Reports

- **None**

Professional and Scientific Council Executive Committee Reports

- **President – Patrick Wall**
- **Secretary/Treasurer – Suzanne Ankerstjerne**
- **Vice President of Communications & Community Relations – Sarah Larkin**
- **Vice President of Compensation and Benefits – Steve Couchman**
- **Vice President of Diversity, Equity, and Inclusion – Susan McNicholl**

Professional and Scientific Council Committee Reports

- **Awards – Michelle Thompson**
- **Governance – Paul Easker**
- **Peer Advocacy and Policy – Rachel Faircloth**
- **Professional Development – Jennifer Schroeder**

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Professional and Scientific Council

Academic Affairs

Chad Arnold

Amy Carver

Emily Dougill

Paul Easker

Sarah Freestone

Kate Garretson

Taylor Gerdes

Snow Gray

Sara Harris-Talley

Laura Kilbride

Steve Kopecky

Heidi Nye

Deanna Powell

Christine Reinders

Brooke Rogers

Julianne Rogowski

Brian Rowe-Barth

Adam Wade

Jason Wiegand

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Professional and Scientific Council

Operations & Finance

Kimberly Hope

Rachel Jones

Kasi Province

Melissa Warg

President's Office

Jordan Curzon

Stacy Dreyer

Alan Hulsebus

Student Affairs

George Loper

Sam Shelton

Leah Weeks



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2024 Professional Development Conference

- **February 28, 2024**
 - A week later
 - ISCORE ½ day held same day
 - Workday Student Go Live week following
- **308 total registrations**
 - 273 participants
 - 23 speakers
 - 12 committee members



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2024 Professional Development Conference

- **18 break out sessions**
 - 1 keynote from ISU Alum and Small business Owner
- **Raffle**
 - Donated items from 17 local small businesses
 - Encouraged discussion with councilors
- **Collected Donations**
 - S.H.O.P
 - Clothing that works
- **Visit from Cy & Spirit Squad**



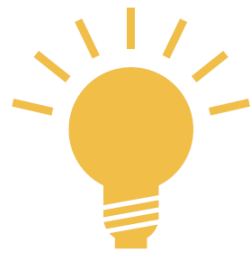
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2024 Professional Development Conference

Fixed Revenue for 2024 Conference

Balance Forward	\$21,751.69
Provost Office Contribution	\$5,000
Fixed Beginning Balance	\$26,751.69

- *Provost Office Contribution* – agreed upon amount since FY15 to be used for the conference for non-food/beverage expenses
- Use for speaker fees



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2024 Professional Development Conference

Registration Revenue

	Budgeted	Actual	Difference
Early Registration (\$130)	\$29,900	\$31,300	+ \$1,430
Regular Registration (\$150)	\$3,000	\$4,800	+ \$1,800
Total	\$32,900	\$36,100	+ \$3,200

- Budgeted low for registration due to:
 - Conflicting schedule with ISCORE
 - Week before Workday Student Go Live on March 4



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2024 Professional Development Conference

Conference Expenses

	Budgeted	Actual	% of total conference expense
Speakers	\$4,600	\$4,720	13.82%
Conference Supplies	\$13,086.34	\$11,578.91	33.90%
Venue	\$7,201.50	\$4,159.90	12.18%
Food	\$15,930.76	\$13,701.21	40.11%
Total	\$40,783.80	\$34,160.02	



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2024 Professional Development Conference

5 year cost comparison

	2020 Actuals (Scheman)	2021 Actuals (Virtual, COVID)	2022 Actuals (Gateway)	2023 Actuals	2024 Actuals
Speakers	\$9,391.92	\$7,000	\$9,328.51	\$10,601.90	\$4,720
Conference Supplies	\$13,033.57	\$1,627.10	\$12,176.86	\$12,365.20	\$11,578.91
Venue	\$7,448.11	\$6,380	\$327.05	\$4,038.20	\$4,159.90
Food	\$14,510.86	\$0	\$15,463.81	\$14,725.40	\$13,701.21
Total	\$44,384.46	\$15,007.10	\$37,296.23	\$41,730.70	\$34,160.02
Participants	384	Unknown	269	306	308



- **168 survey responses**
 - 55% response rate
 - 98.8% responded very satisfied or satisfied
 - 11 people expressed interest in council

2024 Wins	2025 Opportunities
Alumni Keynote	Ensure no overlap with other PD opportunities
Raffle & Donations	Person from University Leadership to speak
Increased utilization of Conference Planning and Management	Include more information on agendas with time and location
Cy & Spirit Squad	Currently Planning for February 26, 2025
Use of tables where possible	
Buffet	



- **Common Questions/Suggestions**

- Weather –
 - This year not an issue but not something we can control
 - Survey still indicates February most favorable for people
- Location/Space
 - No other options in Ames
 - Would have to move to Des Moines
 - Would have to limit our number of participants
- Pre-registering for sessions
 - Helps with crowd control as rooms are not equal in size
 - Helps maintain fire code by not overpopulating a room
- Food
 - Many individualized tastes
 - Try best to provide an option for all but will never be able to meet all of the dietary tastes of each participant

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Professional and Scientific Council

**Unfinished Business
and General Orders**

**2024 Councilor
Election – Paul Easker**

**New
Business**

**2024 Compensation &
Benefits Report –
Steve Couchman**

Announcements

- **Seminar Series: May 14, 2 – 3 PM – Virtual – Pre-registration is via Workday Learning**
Developing Your Leadership Skills
- **April Showers – Council Empowers – April 16 – Launch Pad – 3-5 PM**
- **Executive Committee Meeting – April 18, 9-11 AM**
- **General Council Meeting – May 16, 2:10 PM, 3580 Memorial Union**



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Professional and Scientific Council

Adjournment