Call To Order: 2:10 PM

Quorum (Secretary) Yes

Approval of Agenda (Committee)

Approval of Previous Month's Committee Minutes (Committee) No, July minutes had not been sent.

Officer Reports

President - Steve went to Board of Regents meeting, President Leath and Provost Wickert presented to the Board examples of how ISU Staff are contributing to ISU programs with success. Extension has been contributing to providing ways for families in Uganda to develop sustainable crops and livestock leading to healthier lifestyles. Another example was saving a mill in NE Iowa and partnering with Iowa Prison Facilities to develop landscape features which are both “healing for the incarcerated” and storm water low impact treatment conscious. Steve expects to go to the next BOR meeting in Iowa City in October. He will meet with the Ombuds next week to go over her role; Amy suggested having a new PA member go also like Jessica Bell. The PA chair, Jessica Van Winkle, will ask the entire committee if they want to attend. Steve met with Wickert and went over any ways the Provost can help Council in the coming year. One area discussed would be helping with getting more diversity among representatives on council.

President-Elect – Amy said Tommy Powell left ISU and in the President’s Office area; Makenzie Heddens is next in line according to the most recent Council elections results. Amy will ask her to serve and pick a committee for her. Her approval by Council will be one of the items in new business for the next meeting.

VPUCR – Stacy said she attended the Ames PRAM meeting today which is a collaboration of the ISU communications/marketing affinity group and the Iowa PRAM. She said about 50 people attended and she gave them info about the P&S Council. Scheduling for meeting the new Regents is set – September 3 and October 9.

VPUPB – Lisa is figuring out what their group is doing this year. She’s on the ISU Reclassification committee and they recently met digitally and voted on several reclassifications.
Committee Reports

Lindsey Wanderscheid, Chair, Awards Committee – Discussion about a new diversity award will wait until an audit on ISU Diversity is done, meaning the award might possibly happen next year. Her committee is meeting with the Provost next week to talk about university awards. October 2 is the University awards ceremony which will honor P&S staff along with others in the ISU community.

Robin McNeely, Chair, Communications Committee – The committee is working through the Council website Drupal conversion. We are working on arrangements for the next presentation with Cathann Kress and structuring and paying for future PD seminars. There was discussion on spending $270 for one year of Constant Contact software to replace the IT newsletter manager; the subscription was approved.

Chuck Rodgers, Chair, Compensation & Benefits Committee – The committee is waiting on information from HR on the job postings as term positions issue; they plan to meet with Mike Otis tomorrow. The committee will set its year goals at the next meeting. They talked about the priorities list generated from the last exec meeting and the top two pertain to their committee; they will work out specifics for moving forward with those issues. Amy mentioned the next full Council meeting will include the priorities workshop and setting tasks for how to achieve the goals.

Jessica Van Winkle, Chair, Peer Advisory Committee - Jessica and Amy met with one of the BFSA leaders, Audrey Kennis, and they discussed getting a BFSA member to serve on PA. Jessica had one contact recently but it went well and is solved.

Kris Koerner, Chair, Policies & Procedures Committee - Kris did not attend but sent concerns about an issue regarding staff taking an ISU class and having to pay the health and computer fees and using up more of the PS tuition grant. The committee will try to change the policy to better use grant money.

Sandy Cannon, Chair, Professional Development Committee - Amy gave the update. The committee will meet Monday with Dave Meisinger (previous PD chair), Sandy and Amy to get committee background, talk about vision, plans, the need to write a final conference proposal for funding and that will require figures and attendance numbers from this past April. Sandy will be chair of the committee.

Chris Charbonneaux, Chair, Representation Committee - Charby did not attend. Amy will ask them for a Powell replacement.

Unfinished Business

- Outgoing councilors from last year still have not received certificates for serving. We will set a standard procedure for next year so this doesn’t happen again. In future years, Communications will send a list of names to the chair of Representation to make certificates. Robin will send a list of names to Charby who will print certificates for the most recent councilors. Steve will work with Charby to set the SOP.
New Business

- Faculty senate share admin time – Steve and Amy will talk to Veronica Dark about sharing the administrative assistant’s time as the person currently works full time helping the Faculty Senate. If necessary, the Provost will help figure out time and duty allocations.

- The BFSA has their own PD committee and Amy sees a possibility to collaborate with our PD committee. Amy said they could also talk to their members about finding candidates to run for council.

- Priorities setting at council meeting - Stacy suggested making set groups for 5 topics (our defined top 4 plus Other) and hand out color cards as people walk in to set groups to mix up people. Make sure councilors know we need details beyond basic ideas. Groups rotate through priorities and decide managed goals, what is attainable.

- Communication with constituents. One – can ITS make lists of 14 areas so we can email them. Two – representatives schedule a personal meeting with deans, center heads, or chairs to introduce themselves, talk about how council priorities might affect their area and get their ideas for what they want from Council. In the discussion remember to mention the existence of PD seminars and presentations. We would like their ideas for how to get their staff involved in Council.

- Survey Monkey subscription yearly renewal is due in late August. There was discussion of pros and cons to keeping SM or finding another survey mechanism. Both Qualtrics and Class Climate were mentioned, along with the possibility of other programs. Robin will talk to Kevin Kane about saving existing SM data or archiving it and get back to exec with information.

For the Good of the Order

Next Council Meeting: 2:10 pm, Thursday, September 12, Pioneer Room, MU
Next Executive Committee Meeting: September 26th, 107 Lab of Mechanics

Adjournment: The meeting adjourned 3:23 p.m.

Submitted by:
Robin McNeely, Filling in for Secretary, P&S Council