# Iowa State University
Professional and Scientific Council

Thursday, December 05, 2013 Minutes | 2:10-4:00 PM | Pioneer Room,
Memorial Union

## 2013-2014 Officers

- President: Steve Mayberry
- President-Elect: Amy Tehan
- Secretary: Dick Pfarrer
- Past-President: David Orman
- Vice President UCR: Stacy Renfro
- Vice President UPB: Lisa Rodgers

## 1. Call to Order & Seating of Substitutes

(Amy Tehan) 2:14pm

### Attending

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<td>S</td>
<td>Jessica Bell</td>
<td>X</td>
<td>Mary Beth Kaufman</td>
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<td>X</td>
<td>Lynn Bagley</td>
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<td>Kris Koerner</td>
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<td>X</td>
<td>Christian Charbonneaux</td>
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<td>Joyce Lash</td>
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<td>X</td>
<td>Tami Corcoran</td>
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<td>Tera Lawson</td>
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<td>X</td>
<td>Elena Cotos</td>
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<td>Steve Mayberry</td>
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<td>X</td>
<td>Bart Dobson</td>
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<td>Jason McLatchie</td>
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<td>Katie Davidson</td>
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<td>Robin McNeely</td>
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<td>A</td>
<td>Glen Galvin</td>
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<td>Sandy Oberbroeckling</td>
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<td>Kate Goudy-Haht</td>
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<td>Josh Obrecht</td>
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<td>Ann Greazel</td>
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<td>Melissa Gruhn</td>
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<td>Colleen Humphrey</td>
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<td>Mackenzie Heddens</td>
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<td>Clayton Johnson</td>
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<td>Stacy Renfro</td>
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<td>Dan Rice</td>
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X – Present, A – Absent, S – Substitute

### Guests

- Mike Otis, University Human Relations
- Erin Rosacker, University Relations
- Brenda Behling, SVPP
- Andy Bock, AFSCME
- Dr. Julie Nuter, University Human Resources
- Joe Murphy, Office of the President
- Veronica Dark, Faculty Senate

### Substitutes

- Shirley Huck for Jessica Bell
- Dave Brotherson for Robin McNeely

## 2. Establish Quorum

(Dick Pfarrer)

## 3. Approval of the Agenda

## 4. Approval of the Minutes

November 2013 Regular Council Meeting

## 5. Administrative Reports
Senior Vice President & Provost (Jonathan Wickert)
- There are a few updates that I would like to pass along to you. I am happy that we are in the final stages of the Vice President of Research position. We have 4 great candidates on campus and the information about the interview schedules are posted on the Provost website. You are able to provide feedback by going to: https://www-provost.sws.iastate.edu/help/searches/vice-president-for-research/finalists.
- Over the Fall Break the University received a $25M gift to reinvigorate the south side of campus. It will help to create a grand entrance to the campus and includes closing in the south end of the stadium as well as upgrades to parking and some changes are being considered for the intramural and athletic practice fields. The project not only helps with the current plan but also helps us in fundraising endeavors. We hope to push the proposal to the Board of Regents in February and the completion of the project is tentatively scheduled for 2015.
- You all should have received an email from the Office of Equal Opportunity about the new training. The goal in the Division of Academic Affairs is early February and a few staff have already completed the training. Everyone on campus will undergo a version of the training and the hope is that everyone will gain increased understanding. Many people are concerned that the email may be spam, so please pass word along that the email is legitimate.
- The Board of Regents met yesterday and the Board took a vote on the tuition freeze for undergraduate resident students. You know that we have a freeze in place for this year and for us to have a 2nd year means it will be the first time in over 30 years. This is of course pending approval of the legislative and gubernatorial approval of the allocations to the University, though the conversations to this point have been promising. The Regents also had a nice reception yesterday for the Regents level awards recipients and it was a great opportunity to recognize your peers at the Board level. It is also a timely reminder that you all have the opportunity to nominate your peers.
- Finally, I would like to extend a warm welcome to Dr. Julie Nuter as the Associate Vice President of University Human Resources.

Faculty Senate (Veronica Dark)
- I had the opportunity to sit with a Regent at the lunch yesterday and with Steve I had the chance to tout ISU to them.
- We are considering some changes in our handbook to get them in line with the University on conflict of interest.
- Warren Madden has been looking at the incident that took place on Central Campus and met with the Faculty Senate executive board. I would recommend that P&S Council send any feedback to him before the recommendation is put into place.

University Human Resources (Mike Otis)
- Open change was completed right before break and the confirmation statements will be available as of 12/6/2013. One of the things that happened very quickly was a change in IRS guidelines to Healthcare Spending accounts. Normally you would have to incur the expenses during the calendar year and you are now able to carry over up to $500 into the next calendar year. Hopefully most of you were able to receive this information and please continue to spread the word. Please also note that this does not apply to dependent care spending accounts.
- We are in draft form of the P&S Salary report and hope to make this available to the staff soon.

6. **Welcome: Dr. Julie Nuter, Associate Vice President for University Human Resources**
- One of the things that attracted me to ISU was that you are a mission and purpose driven institution. It is something that speaks very much to my head and my heart and I am excited to be able to work with my hands to serve the ISU community. There is a great pride shown about Iowa State and I am excited to be a part of it. I am looking forward to getting started on a 30/60/90 plan and I am going to be starting to have intensive conversations with many of the leaders on campus but also a deeper dive into each of the Colleges as well as Steve. I have always worked closely with the leaders of employee groups and I look forward to continuing that opportunity at Iowa State University. I am happy to see that this group has been active in some of the recently implemented polices that took effect on December 1st and I applaud you for your work in that. I am also excited to come on board and work with the Wellness Initiative and the professional development plans that Council has in store. I am looking forward to working with all of you and anyone who wants to talk to me is more than welcome to set up a time for me.
7. **Guest Speaker: Joe Murphy, State Relations Officer**
   - Thank you for the opportunity to be here. A little bit about my position is that I communicate a consistent message to the 150 legislators, executive branch members, and their staff. The legislative policy setting authority resides with the Board of Regents. From a proactive standpoint, I am only able to lobby on items approved by the Board. Last year we had the best legislative session in the last 20 years. We were able to achieve a tuition freeze, increased investment for ISU extension and Veterinary Diagnostic Lab, new funding for bioeconomy research, Economic Development Core Facility, and a Nutrient Reduction Center was established. In the interim, our legislative strategy includes hosting legislators on campus, visiting legislators in their home districts, encouraging ISU community visit days, and continuing to develop our grassroots network. The 2014 Legislative Session is 100 scheduled calendar days, and there is a 26-24 Democratic majority in the Senate and a 52-47 Republican majority in the House. There are a number of priorities that include a 4% base increase, an Agriculture Experiment Station, ISU Economic Development Programs, an increase in Extension and Outreach of more than $900,000 and a new Biosciences Building costing $55M, with $5M for this year. My job at the Capital is organized chaos; the focus is primarily budgetary and we inform, educate, and advise the legislators about higher educational priority. A few key dates to remember include the Board of Regents approval of the legislative agenda in September, the Governor releases the budget by the end of January, the budget targets are expected in February, and the targeted adjournment is in late April. Some of the keys to success include building coalitions and expand upon them, being proactive with communication and ideas, not letting surprises happen (whether positive or negative), and understanding that lobbying for a university is non-partisan. I can be reached at jmurphy@iastate or by phone at 515-201-1081. You can also find information at www.allianceforiowastate.com.

8. **Unfinished Business**
   - None

9. **New Business**
   - Nominations for President Elect (Christian Charbonneaux)
     - Allan Schmidt nominates Ann Greazel
     - Steve Mayberry nominates Mike Wilson

10. **P&S Council Executive Committee Reports**
    **President (Steve Mayberry)**
    - I will have the written report to you all soon. I have been to two Regents meetings; they are unique- you have the opportunity to sit down with Presidents, Provosts, and Regents. It is nice to be able to promote the University on the Regents level. We have been active in meeting with other institutions and finding out the similarities and differences within the institutions. The interviews with the VPR candidates have been going and there are two more coming up. There are some appointments to committees and we look to appoint active counselors. Again, it is important to reach out and nominate your fellow employees for the awards that exist. It is important to complete the survey that

    **Secretary (Dick Pfarrer)**
    - Our current balance is $2,753.72.

    **VP for University Community Relations (Stacy Renfro)**
    - No report.

    **VP for University Planning and Budget (Lisa Rodgers)**
    - Our group didn’t meet last month and we are meeting to plan priorities for next fiscal year.

11. **P&S Committee Reports**
    **Awards (Lindsey Wanderscheid)**
    - We got 15 nominations for CyTation and 12 nominations for the Team Award. We had our meeting yesterday and Lynn Mumm and Kevin Kane came to help with the Woodin Award. We had talked about making the award for Council or for the greater staff. If you have feedback, please let the committee know.

    **Communications (Allan Schmidt)**
- I hope everyone has had a chance to look over our new website. Our next step within the year is to have someone from each committee to be able to do website updates. We have been doing the Professional Development Seminars over Adobe Connect and are evaluating if we should continue this practice.

Compensation & Benefits (Chuck Rodgers)
- No report.

Peer Advisory (Jessica Van Winkle)
- We had 4 contacts this month and there may be repeat contacts. We are meeting with Kristie Darr and we are looking forward to getting our information finalized with UHR.

Policies and Procedures (Kris Koerner)
- No report.

Professional Development (Dick Pfarrer)
- We met today to get updates on the conference and are well on our way.

Representation (Christian Charbonneaux)
- No report.

12. Council Open Comments

United Way
- This is the last week to get your United Way contribution to be a part of the campaign.

13. For the Good of the Order


Next Council Meeting: Thursday, January 9th, 2014, 2:10-4:00, Memorial Union Gallery Room

Next Executive Committee Meeting: Thursday, December 19th, 1:15-3:00 PM, 107 Lab of Mechanics