

IOWA STATE UNIVERSITY

Professional and Scientific Council

Thursday, May 25, 2017 Agenda | 2:10 - 4:00 PM | 3300 Marston Hall

2016-2017 Officers:

President: Clayton Johnson
Secretary/Treasurer: Melissa Gruhn
Vice President UCR: Ben Green
Vice President EI: Samone York

President-Elect: Jessica Bell
Past-President: Tera Lawson
Vice-President UPD: Jordan Bates

Attending:

Chelsey Aisenbrey A
Teresa Albertson X
Jordan Bates X
Ryan Barbauld A
Tonia Baxter X
Jessica Bell X
Kara Berg X
Bethany Burdt X
Malinda Cooper X
Jacob Cummings X
Kristi Dillon X
Ryan Drollette X
Aaron Fultz X
Glen Galvin X
Nancy Gebhart A
Ben Green X
Whitney Grote S
Melissa Gruhn A
Glenn Hansen A
James Harken X
Jeff Hartwig X
Chris Johnsen X

Clayton Johnson X
Erin Kalkwarf X
Tera Lawson X
Kevin Lazard X
Katy Leichsenring X
Jason McLatchie X
Sarah Morris-Benavides X
Stacy Renfro X
Lisa Rodgers A
Brittney Rutherford S
Matthew Speicher X
Shankar Srinivasan X
Joy Stroud X
James Studley X
Katie Thorson X
Nick Van Berkum X
Jen Van Ryswyk A
Amy Ward X
Lynn Wellnitz A
Jamie Wilson X
Barbara Wollan X
Samone York X

X = Present, A = Absent, S= Substitute

Guests: Benjamin Allen, Erin Rosacker

Substitutes:

Paula Burns for Whitney Grote
Susan Lammers for Brittney Rutherford

Call to Order & Seating of Substitutes (Jessica Bell) - 2:11 p.m.

Establish Quorum (Jake Cummings) Yes, a quorum was established.

1. Approval of the Agenda

It was **MOVED** and **SECONDED** to amend the agenda to include VP University Planning and Budget to New Business. The motion was put to a vote, and **PASSED**.
The agenda stands as approved with the amendment to include VP University Planning and Budget to New Business.

2. Approval of the Minutes

May 4, 2017 Regular Council Meeting

A councilor noted the misspelling of "Qualtrics" under item number 5 of the Professional and Scientific Council Committee Reports, Professional Development Committee. The minutes shall be amended to reflect the correction. The minutes stand as approved.

3. Administrative Reports

Interim President (Benjamin Allen)

- Interim President Allen thanked the Council for its works. He noted there are 3,000 plus P&S employees on campus, and that Iowa State could not get the work done without the efforts of those employees. Interim President Allen said he would promote shared governance during his time at Iowa State.
- He mentioned an email he sent on May 9, 2017, in which he discussed what he wanted to do here in his short time.
 - A major task is to maintain momentum on campus under President Leath's leadership.
 - He wanted to ensure the incoming president can be successful.
 - To ensure donors are retained as part of the Forever True Capital Campaign -currently there is \$750 million dollars and we cannot slack off. Public support is crucial.
- Interim President Allen noted this is a time of uncertainty. He has been doing his best to meet people across campus to discuss the concerns of employees.
 - There is a coming presidential change within Iowa State - what will be the priorities of that individual?
 - There has been a change in leadership at the board of regents.
 - There has been a change in the governor.
 - There has been a change in the political embodiment of the state legislature.
- There is a serious budget situation that Iowa State has not seen in about 4 or 5 years. Interim President Allen said there would be no new programs during the interim period, but that the current programs would moving forward.
- Interim President Allen is not in favor of a tuition increase. If the tuition proposal is passed (the proposal was at the Board of Regents level at the time) it would raise approximately 7 million dollars.
 - Looking ahead he hopes we change the conversation of how the tuition is set here at Iowa State.
 - There will be input from Iowa State to the Board of Regents, along with the other regent institutions.
 - Allen hopes for a long term view of tuition hikes - including more transparency to the students, and a logical progression.
 - A tuition proposal has to take into account what will help in attracting high-quality people.
- This coming year each campus across the country is challenged in how to deal with First Amendment rights, diversity and inclusion. Allen wants this campus to be a welcoming campus. There will be a climate survey coming out in October, which will be a baseline in how people feel they are being treated here. It will be important in how we develop culture and policy here at ISU.

Discussion/Comments-

Albertson: The task force regarding tuition - When do we get a response from the task force regarding tuition? Allen: The work hasn't yet begun. The starting process will start in August. Allen did not have further details. The three regent institutions are moving in different directions. This task force will be looking at those types of issues. My concerns are about ISU and a tuition structure that will maintain the quality of education here at ISU.

Dillon: What is Allen's involvement in Workday project? A: The Dean's inform Allen on shared services. The Dean level had concerns about its implementation.

4. Professional and Scientific Council Executive Committee Reports

President (Clayton Johnson)

President's Special Report to Council for FY 2017.

- Regarding the Strategic Initiatives Document - We made significant progress in every publicly stated listed initiative we believed significant to professional and scientific employees. (See, 17POS3 Professional and Scientific Year End Report 2016-2017).
- Final note - It has been a privilege to serve as your President.

Questions:

None.

Secretary/Treasurer (Jake Cummings)

- The Professional and Scientific Council budget currently stands at: \$4581.76.
- Active Councilors present at the meeting on this day: 35.

Questions:

None.

VP for University Community Relations (Ben Green)

- Thanks for attending the brown bag lunch.
- The last event of FY17 will be the Professional and Scientific Annual Meet and Greet held at the Christen Petersen Art Museum on June 16, 2017, 1:00 to 3:00 pm There will be exciting exhibits there!
- Final act - to pass in the Power Point clicker.

Questions:

Comment -that all councilors new and past bring one or two other P&S employees to the meet and greet

VP for University Planning and Budget (Jordan Bates)

- General Education Appropriation (\$172 million)
- Fall 2017 Enrollment Projection
- Board of Regents, State of Iowa Tuition Adjustment
 - Proposed \$216 increase for all students. Estimated to generate approximately \$7 million to offset the decrease in base appropriation
- 2017 Professional and Scientific Council Professional Development Conference Expenses
 - Speakers \$13,686.37
 - Conference Supplies \$ 9,425.23
 - Venue Costs \$19,734.29
 - Conference Planning/Management \$ 6,284.88

Questions:

How much money came in from Professional Development Conference participants? Bates: We don't have that precise figure now - \$80 for early registration, and \$90 for late registration.

Comment - Approximately 440 people participated. What was subsidized by Provost? Bates: We receive \$5,000 from Provost annually, and we also have funds built up over the years. We rollover an amount that will cover the venue costs. We have about \$20,000 ready so we can start planning for next year.

Is that normal for this kind of event? Or are their thoughts for changing the venue? Bates: Lawson is our committee chair. This conference has been building and gaining momentum. The expenses are not in line with previous years, but there will likely be a leveling off. Lawson - It is the only venue that will accommodate that many individuals. Also, you have to use Centerplate to use the venue (\$17.50 per person for lunch). We are limited to what is available. Bell: All of those who organize the Professional Development Conference are voluntary and are not paid for organizing.

VP for Equity and Inclusion (Samone York)

- Black Faculty and Staff Association will be holding a Juneteenth Celebration on June 17, 2017 at Inis Grove Park at the Shagbark shelter. There will be a bounce house, food and fun. Please RSVP Samone at her email by June 9, 2017.
- Nominations are being accepted up until September 29, 2017 for the Women Impacting ISU Calendar.

Questions:

None.

5. Professional and Scientific Council Committee Reports

Awards (Kara Berg)

No Report.

Communications (Teresa Albertson for Amy Ward)

- Early reminder that we need information for upcoming newsletter for new committee chairs and members
- Updates on the website - changes of the committee chairs

Questions:

None.

Compensation & Benefits (James Studley)

- Thanks to the Comp and Benefit committee for its work on the upcoming motion for discussion
- There will be three upcoming up vendor reviews.

Questions:

Has it been recommended that if there is no salary increase, could Professional and Scientific employees be compensated with additional time off? Studley: Not to my knowledge.

Who can attend the vendor reviews? Studley: The chair or his designee. Every service that we use, there will be a review.

Peer Advocacy (Nick Van Berkum)

- ISU Well Being started their mile walk around campus during the summer, to last until August 18. The group meets at Beardshear Hall every Friday at 12:15.
- A new website has been created regarding lactation spaces. This has been put together by Keisha Ward and her team. <http://childcare.hr.iastate.edu/family---parenting-resources/lactationspaces>
- Videos for ISU Wellness will be passed on to communications team.

Questions:

Anything more about the videos? Van Berkum: We interviewed personnel, talked about where people can go and workout. Generally, we want to make people more aware of those services.

Policies and Procedures (Bethany Burdt)

- PLAC meeting for May was cancelled - nothing to report.
- In follow up regarding a question from last meeting - Article II, Section 4 - If President leaves, the President-Elect is approached and asked if they want to complete that term. If so, an election is held for the President-Elect. If not there is an election held for the President.

Questions:

None.

Professional Development (Jim Harken)

- No seminar in June
- For the seminar in July - let us know if you have ideas.

Representation (Stacy Renfro)

- The Representation Committee met this month, and a main topic of discussion was the FY17 year-end committee report. We were pleased with all of our accomplishments including: sending councilor surveys, holding elections for council officers and general council, appointing professional and scientific employees to university committees or search committees and much more. We were pleased to see that numbers of employees running for a spot on council in the general election was up from last year. We were also very happy with the move from Access Plus to Qualtrics for general council election voting. The Communications Committee took the lead on this transition and we are thrilled to have a system that will serve us well for at least the next 5 years.
- We also discussed openings for the VP of University Community Relations as well as the VP of University Planning and Budget. We will open nominations today and keep recruiting for these vacancies. Additionally, we have identified 5-6 new opportunities for P&S Council involvement in University Committees. We are working with council leadership to contact these committees and ask about involvement.

6. Unfinished Business and General Orders

MOTION - Compensation and Benefits Recommendation for FY18 - SECOND READ

Studley called for second read. A few grammatical changes - the word "performance" removed from section one. In section 2 added "who", and this was approved by the committee. The changes had been made after dissemination of the item prior to the general council meeting.

Bell: Any changes to document?

Fultz: A MOTION to amend the language of the final paragraph because it stopped short of recommending a performance-based increase, which makes a distinction between satisfactory work, or better. The motion was SECONDED.

A discussion among councilors occurred.

There was a vote on amending the language as discussed. Yea:15, Nea: 20. The MOTION was DEFEATED.

A subsequent MOTION to amend inserting language in the second paragraph of the final section was offered and SECONDED. Given that all three groups experience growth and productivity from the year to the next, and are equally impacted by changes in cost of living, we recommend Iowa State eliminate disparity between employee groups in the coming year.

A discussion occurred.

There was a vote on amending the language as presented: Yea:3, Nea: 32. The MOTION was DEFEATED.

A subsequent MOTION to amend inserting language in the final section to state about those who have earned a satisfactory or better performance rating. The MOTION was SECONDED.

There was a vote on amending the language as presented. Yea: 35 Nea: 0. The MOTION PASSED.

VOTE ON THE SECOND READING of Compensation and Benefits Recommendation for FY18 - The MOTION is ADOPTED.

MOTION - Amend Rules and Bylaws to include regular review by Policies and Procedures Committee - SECOND READ

Burd: Second reading.

Bell: Any motions for changes? There are none.

Call for a vote: In favor of Motion to Amend Bylaws Yea: 35, Nea: 0. The MOTION was ADOPTED.

MOTION - Adopting a shared governance philosophy - SECOND READ

Renfro: Second reading.

A discussion was held.

Question: In the first section, why is the word "common" included regarding the "common definition of shared governance? MOTION to amend, and strike the word "common" as it appeared. SECONDED.

Call for a vote on the MOTION to amend. Yea: 35, Nea: 0. The MOTION to amend was APPROVED.

MOTOIN to amend, listing the organizations or groups that participate in shared governance is the last section. SECONDED

Call for a vote on the MOTION to amend. Yea: 35, Nea: 0. The MOTION to amend was APPROVED.

Call for a vote: In favor of the Motion to Adopt a shared governance philosophy. Yea: 35, Nea: 0. The MOTION was ADOPTED.

7. New Business

Vice President for University Community Relations

Renfro: Would like to reopen nominations from now until July meeting of P&S Council. Nominations are open for current sitting Councilors (and not incoming Councilors). No current nominations

Outgoing Councilor Certificates

Katy Leichsenring

Kristi Dillon

Jamie Wilson (not here)

Ryan Barbauld (not here)

Lisa Rodgers

Lynn Wellnitz (not here)

Recognition of Executive Committee Members

Ben Green

Bethany Burdt

Kara Berg

Jordan Bates

Jim Harken

Stacy Renfro

Amy Ward

James Studley

Nick Van Berkum

Melissa Gruhn (not in attendance)

Jessica Bell

Tera Lawson

Samone York

Clayton Johnson

Vice President for University Planning and Budget

Renfro: Would like to reopen nominations from now until July meeting of P&S Council. Nominations are open for current sitting Councilors (and not incoming Councilors) No current nominations

8. Open Discussion for the Betterment of Council

None.

9. Announcements

Announcements from Councilors

Come see the Washed Ashore Exhibit at Reiman Gardens

Executive Committee Meeting: June 19, 10:00 am to 12:00 pm, 107 Lab of Mechanics

General Council Meeting: July 6, 2:10-4 PM, Gallery Room, Memorial Union

Special event June 16th Professional and Scientific Council Meet and Greet (Ben Green mentioned above)

10. Installation of New Councilors, Committee Chairs and Officers

Seating of 2017-2018 Councilors

Seated at 3:56

Seating of 2017-2018 Executive Committee

Seated at 3:57

Passing of the gavel to President-Elect Stacy Renfro at 3:59

Adjournment: (3:59)

DRAFT