

IOWA STATE UNIVERSITY™

Professional and Scientific Council

P&S General Council Meeting Minutes, April 6, 2023

Last	First	February	Substitute
Ankerstjerne	Suzanne	X	
Burnett-Larkins	John		
Campbell	Lynne	X	
Corning	Nellie		
Couchman	Steve	X	
Crain	Matthew	X	
Crawford	Lainey	X	
Daniels	Karrie		
Das	Anindita		
Easker	Paul	X	
Ehlers	Isaac	X	
Femrite	Matthew	X	
Finch	Jennifer	X	
Fischer	Mike	X	
Follett	Jason	X	
Graves	Laura		
Groomes	Whitney	X	
Jacks	Marlene	X	
Jensen	Megan	X	
Johnsen	Chris	X	
Knoblock	Judy	X	
Kuehl	Ally	X	
Ladewig	Emily	X	
Larkin	Sarah	X	
Larsen	Jacob	X	
Luiken	Liz	X	
Marks	Autumn		
Marupova	Rano	X	
McNicholl	Susan	X	
Myers	Chris		
Nye	Heidi	X	
Prouty	Tina	X	
Reinders	Christine	X	
Riley	Sarah		
Sargent	Deanna		
Sarver	Sohpia	X	
Sass	Jamie	X	
Saxena	Anugrah	S	Kathy Mou
Schroeder	Jennifer	X	
Singh	Prashant		
Socia	Lora		
Streauslin	Nicholas		
Thompson	Michelle	X	
Wall	Patrick	X	
Warg	Melissa	X	
Wellik	Kaylee	X	
Welshhons	David		
Zimmerman	Misty		

Thursday, April 6, 2023 | 2:10 P.M. Room 3560, Memorial Union

Call to Order & Seating of Substitutes (Patrick Wall)

Kathy Mou substituting for Anugrah Saxena

Establish Quorum (Lynne Campbell) Quorum established

1. Approval of the Agenda

Agenda stands as approved.

2. Approval of the Minutes March 2, 2023, General Council Meeting Minutes

Minutes stand as approved with amendment of the attendance record.

3. Administrative Reports

Ed Holland, UHR Benefits Survey:

Background & Survey Objectives

- Mercer was engaged to conduct an Unmet Needs survey to understand what is most concerning to employees and to help identify gaps in rewards offerings.
- Results of survey provides baseline for the current workforce, provides insight into current value proposition, and will be used to inform benefits design in the future.

Participation

- Survey was administered to the full ISU faculty and staff population.
- Final survey response rate was 42% (2,780 completes out of total population invited to participate of 6,623 employees).

General Perceptions:

92% of participants agree that benefits offered meet their (and their family's) needs (+18 from US Norm). Perception of competitiveness is also fairly strong.

- 86% agree benefits offered are competitive with those in their geographic area [US Norm=57%]
- 65% agree benefits offered are competitive with other higher education institutions [US Norm=59%]

Overall, the Iowa State University workforce is primarily concerned with:

1. Workload/life balance
2. Job security
3. Being able to retire
4. Personal fulfillment & purpose
5. Covering monthly expenses [tie]
6. Mental/emotional health [tie]

Top concerns do vary by Job Family:

Professional & Scientific and Faculty: Workload/life balance
 Merit: Covering Monthly Expenses

Shared summary of Open Ended Comments Summary:
 “Which benefits most contributes to your satisfaction with ISU?”

	<p>Healthcare/medical benefits</p> <ul style="list-style-type: none"> Affordability Accessibility Big retention factor 	<ul style="list-style-type: none"> “Great healthcare that is accessible and affordable is very important.” “Health benefits and costs are a big benefit of ISU. Other businesses require more out of pocket from employees...” “The benefits are the best at keeping people here...” “Benefits and retirement can't be beat. I came back to ISU after 9 years in non-profit work. I KNOW the difference!”
	<p>Vacation time off</p> <ul style="list-style-type: none"> Generous amount Having both sick and vacation time 	<ul style="list-style-type: none"> “... The vacation/time off is sufficient for me to spend time with my kids and explore other interests and hobbies...” “Vacation allocation is generous compared to literally everywhere else I've worked. It's great to get a decent amount of PTO without having to remain in place for a decade...” “We have great vacation and sick leave...” “... Having a really healthy bank of sick and vacation time allows me the freedom to take a mental health day as needed to refresh and come back stronger...”
	<p>Retirement plans</p> <ul style="list-style-type: none"> Very valuable for most employees Many appreciate the match 	<ul style="list-style-type: none"> “Iowa State's retirement plan has allowed me to be in a better position financially to retire in the future...” “The retirement program continues to be above the private sector...” “The matching retirement funds in IPERS is a great benefit...” “ISU is one of the few employers that has such a strong employer match to employee's retirement accounts, and I appreciate that. . .”
	<p>Work flexibility</p> <p>Many appreciate the work flexibility for:</p> <ul style="list-style-type: none"> Better work-life balance Family life Mental health 	<ul style="list-style-type: none"> “The top 2 reasons I have not left ISU yet is due to health insurance and hybrid work option.” “I think our benefits are excellent, and I appreciate that very much. I work a hybrid schedule (2 days remote per week), and it has been life-changing. This is a newer "benefit" but I appreciate it so much. It helps with my mental health (less stress trying to physically get to work everyday).” “... I enjoy working at Iowa State, but enjoy my personal time with friends and family, and feel as if there's a good balance.” “Flexibility is key to morale...”

“What is the one thing that would make ISU’s benefits even better?”

	<p>Career and promotion opportunities</p> <ul style="list-style-type: none"> More promotion opportunities Better pay 	<ul style="list-style-type: none"> “It would be nice to have more opportunities for career advancement / promotions...” “We have no way to “climb the ladder” at Iowa State. Once you are in a job, you are pretty stuck unless you take a completely different position in a different office on campus...” “Competitive pay and better classification/promotion structure.”
	<p>Rewards and recognition</p> <ul style="list-style-type: none"> Most would like to be recognized more for good performance. 	<ul style="list-style-type: none"> “...Have milestones that workers could meet to obtain recognition for years of service (1/5/10 years) or completing certain training...” “There is something to be desired about opportunities for high-performing employees to be recognized and receive career progression opportunities here...” “... A lot of people work hard and they don't always get the recognition they deserve.”
	<p>Healthcare/medical benefits</p> <ul style="list-style-type: none"> High out-of-pocket expenses Vision and dental can be better (e.g. cheaper with more coverage) 	<ul style="list-style-type: none"> “Healthcare costs are skyrocketing so additional focused assistance would be significant to employees.” “Maintaining or reducing premiums on current benefits provided.” “While most areas of the health care benefits are good, vision and dental could be better.” “I'd like a “permanent” vision benefit similar to the dental benefits we are currently offered.”

Question: Do you think this will spur change?

- Addressed parental leave to some degree.
- Adventure 2 – Are there ways to grow who engages with Adventure 2? Survey revealed that employees who are enrolled in Adventure 2 had more positive responses and differed from those not enrolled in Adventure 2.
- There is more to explore in Adventure 2.

Jonathan Wickert, Senior Vice President & Provost

Shared update about Bill HR 616 that is directed at DEI programs:

- University is not hearing much action from President's Office Carol Ann Jensen.
- Dr. Jason Henderson will talk with legislators during his first week as our New Vice President of Extension and Outreach.
- Provost Wickert anticipates project that gets underway yet this spring and continues into the fall.
- The study will be led by Regents David Barker, Jim Lindenmayer and Greta Rouse.

Iowa State University will begin the search for successor to Dr. Beate Schmittmann, Dean of the College of Liberal Arts and Sciences (LAS) who will retire June 30, 2024.

- Dean Schmittmann was instrumental in building the Transforming LAS Endowment that included a \$159 million gift endowment from Curriculum Associates, LLC.
- Advance notice allows the search committee to begin the search immediately with the plan to interview candidates in the fall and start date in February or March that will allow for a leadership transition period.

The Department of Energy will be searching for a new director as Director Adam Schwartz will step down to transition to a part-time role at the Department of Energy.

- Provost Wickert shared his appreciation for Dr. Schwartz' service as an exemplary partner with Iowa State University to advance scientific discovery and innovation.
- A national search will be executed to identify Schwartz's successor.

Iowa State University Signing Day for admitted students is April 7th

- All students invited to attend Signing Day have an offer from Iowa State University and many who attend have yet to make their college decision.
- Over 900 students and families will visit campus that day for scheduled visits, planned activities, and a celebration in Hilton Coliseum as the final event.
- There will be a table for students to "sign on the dotted line" that helps to show future students the "Iowa State Way" (even though it is not a binding signature).

Goldwater Scholars

- Four students were selected to receive the prestigious Goldwater Scholarship, an undergraduate award in mathematics, natural sciences, and engineering to promote STEM-related research.
- Universities typically are limited to four endorsed candidates each year. The year 413 new scholarships were awarded from pool of 1,267 applicants representing 427 institutions. Selection of four Iowa State nominees underscores the academic strength the ISU applicants.

Iowa State's 2023 [Goldwater Scholars](#)

- **Daniel Howell**, junior, chemistry, Cumming, IA. Pursue Ph.D. in biochemistry and conduct research on producing industrial chemicals from plant biomass.
- **Victoria Kyveryga**, junior, chemical engineering, Ames, IA. Pursue Ph.D. in materials engineering to lead research into thermoelectric materials.
- **Nicholas Oldham**, sophomore, materials engineering from Rochester, Minnesota. Pursue Ph.D. in sustainable energy materials with the goal of advancing carbon-neutral technology and methods.

- **Henry Thomas**, junior, chemistry, Rockford, Illinois. Pursue Ph.D. in chemistry to develop solutions that allow for the efficient recycling of nuclear material.

4. Professional and Scientific Council Executive Committee Reports

President (Jamie Sass)

Good afternoon, Councilors! Thank you all for being here today. I have a handful of updates for you.

First, in March, Patrick and I had our usual monthly meetings: UHR, Provost Wickert, and President Wintersteen. However, my biggest task in March was writing the salary recommendation for professional and scientific employees that will go to the Board of Regents on their April docket. Each April, the leaders of the non-unionized shared governance organizations at the Regents institutions are invited to provide a five-minute statement about salary. In my case, I will be unable to attend in person, and I was able to submit a letter on our behalf instead. Effectively, I, and my counterparts from the University of Iowa and the University of Northern Iowa, have an opportunity plea for salary change directly to the Board of Regents on behalf of our constituents. Iowa State Faculty Senate and their counterparts at Iowa and UNI have the opportunities for their faculty. We have been doing this for many, many years. As you may know, some years are simply more effective than others for a multitude of reasons outside of our control; however, that is no reason to stop advocating for what our constituents need.

And so I wrote. And I revised. And I got a second opinion. And a third. And rewrote. And revised. A huge thank you to Liz Luiken and Jason Follett for offering great constructive feedback in the early stages. And finally, I submitted something I feel proud of and think speaks to the needs of my constituents. I framed the letter as a request to the Board of Regents to advocate for employees for cost-of-living raises. Councilors, does that sound familiar from our Compensation and Benefits report? It should. I'm sure it won't hit the mark for everyone. It simply can't. At the end of the day, I've done what I can do with this opportunity. I plan to share the letter with our constituents shortly.

Second, I was also able to celebrate the 40 professional and scientific employees who won Council's 2022 Cytation Awards on March 24th. We were joined by the Senior Vice President of Finance and Operations Shawn Norman who had many kind words about the good work our colleagues do on campus. It was a joy to see the many ways professional and scientific employees are going above and beyond at Iowa State.

Third, my next task, along with Exec and with you as Councilors, is determining our path forward as Council. We are three-quarters of the way through our year, and there is still work to be done for this year—and next. Many of the challenges we want to tackle, including those in our strategic initiatives, are evergreen and moving the needle isn't something that will happen in my term alone—or yours. Councilors, I encourage you to keep bringing ideas to your committee chairs. Keep in touch with your constituents. Bring ideas forward to Council. That's said to encourage, not guilt! Councilors, thank you for doing the hard work. You are appreciated by me and by your constituents.

- 5-minute statement of Salary Statement
- Cytation Awards – 40 people
- Path forward as council – this year and next year
- Bring ideas to committee chairs – encourage

Secretary/Treasurer (Lynne Campbell)

No report

VP for Equity and Inclusion (Marlene Jacks)

No report

VP University Community Relations (Sarah Larkin)

Creamery Tour May 26 / 1 pm

- 60 people
- Ends at Creamery Store

Campus Service Day April 15 / 10 to 2 pm

- You can sign up and volunteer for a variety of projects across campus.
- Register via email.

VP for University Planning and Budget (Matthew Femrite)

Legislators met on March 10th regarding the budget.

- Their estimate was off 25 million higher for revenue.
- However, the December number will be what the legislature and governor’s office must use for budgeting.
- Appropriations bill – depends on the timing of passing the budget in the legislature.
- Will prepare a breakdown of this information next month.
- Hopefully by June I will be able to get you a breakdown of the appropriations.

Professional and Scientific Council Committee Reports

Awards (Susy Ankerstjerne)

Held the P&S Council Cytation Awards Ceremony on March 23rd

- Recognized 44 P&S employees for their outstanding contribution to Iowa State University.
- [Shawn Norman](#), Senior Vice President of Finance and Operations, presented opening remarks.
- Jamie Sass, Chris Johnson, and Patrick Wall helped to distribute awards.
- Thank you to Award Committee for organizing the event.
- Thank you to ISU athletics for donating box seat tickets, Reiman Gardens passes, and ISU Book Store gift certificates.

At our committee meeting today, we completed the recommendations to the University Awards Committee for the committed for the University P&S Awards.

Communications (Deanna Sargent)

No report

Compensation and Benefits (Liz Luiken)

Dependents Eligibility Verification

- The process is going well. There are approximately 9000 dependents to verify.
- 1036 employees have completed the process, which is about 26% of employees. WWT continues to be available to answer questions that employees may have.

Spot Award

- If you didn't already see, today's Inside Iowa State shared that HR has rolled out the opportunity to award "Spot Awards".
- The Spot Award rewards P&S employees for short-term or responsive work that goes beyond normal expectations for their position.
- One-time awards can range from \$50-\$500 and are funded by the employing department, a non-employing department or jointly by employing and non-employing departments.
- A Spot Award may be given by individuals who are not the immediate manager of the recipient. However, it is the responsibility of the awardee to work with appropriate parties to ensure funding is available and allowable.
- If the awardee is not the manager of the awardee, it is their responsibility to ensure the awardee's unit agrees to the payment, regardless of funding source, and that it does not cause issues or concerns in that area.

Peer Advocacy (Jacob Larsen)

Met with [Stephanie Downs](#), ISU WellBeing Coordinator

- Met with Stephanie to discuss Adventure II.
- Discussed other opportunities such as Parental Success benefit.
- There are many things that we could implement as an organization supporting P&S staff.
- Will take some ideas to the Executive Committee to explore for the coming year.

Policies and Procedures (Paul Easker)

- No report

Professional Development (Jennifer Schroeder)

Committee discussed possible improvement for next year:

- Get financial report wrapped up this month
- Tera Lawson will provide a report about the Professional Development Conference when the numbers are finalized.

P&S professional development opportunities and archived events back to 2019 are being moved from Learn@ISU to Workday Learning. Task should be completed by July 1.

The [Seminar Series](#) has been finalized for the rest of the year.

April 11: Ivy College of Business discussing negotiations
May 9: Stephanie Downs to discuss Mindfulness and mediation
June: Session from the conference.

3580 MU 2-3 pm

Representation (Jason Follett)

Jason reserved time for new business.

5. Unfinished Business and General Orders

None

6. New Business

Jason Follett shared the election results: 20% election rate which is a higher rate. One of the highest turn outs in recent years.

Those elected/re-elected are:

ACADEMIC AFFAIRS (12)

Amanda Eggers
Carrie Schwake
Chris Knight-Gipe
Isaac Ehlers
Jennifer Finch
Kaylee Wellik
Leah Feltz
Lynne Campbell
Michael Boyd
Paul Gibbins
Rachel Faircloth
Sarah Larkin

PRESIDENT (3)

Lucas Oerter
Nikki Brandon
Sara Everson

STUDENT AFFAIRS (1)

Nathan Pick

OPERATIONS & FINANCE (2)

Jennifer Schroeder
Mindy Hanna

- There were issues with technology.
- We will work with University IT to resolve issues.

Question: What tool / platform does Student Government use?

Answer: Department of Statistics has a center for surveys, and they support the student government election. Student fees pay for that service to fund the election with a cost of between \$5000 to \$6000. They are the Qualtrics Survey experts. We do not have the budget for that.

Question: If 20% is high turnout. How can we get more people to vote?

Answer: Engagement from Unit leadership worked in this cycle.

Example: Senior VP Extension and Outreach sent an email suggesting that P&S extension employees consider running for P&S Council. There were increases in engagement after that email to P&S employees. One additional effort is to engage unit leader to encourage P&S Employees to run for office and vote

Issue: For some employees, Constant Contact communication was sent to junk mail.

Question: If there are not enough P&S employees running for Council, why are we closing nominations? enough, why close the nominations?
Answer: Academic affairs has a good pool of candidates. There are currently no nominations from the president's division. We need to recruit councilors and abide by established expectations.

7. Announcements

Executive Committee Meeting April 21, 2023 Gerdin

General Council Meeting May 4, 2023 Memorial Union 3580

8. Open discussion for the Betterment of Council

We were planning a discussion about what we are expected to achieve in a year. Jamie had to step out. Patrick: Would we rather have the discussion now or table for next meeting? Council agreed to table until discussion until Jamie could lead the discussion.

Patrick: Before we adjourn: We have been told by senior leadership that meetings stuffy and too long. We are going to look at consolidating some committees and suggest other changes. Possible changes:

- Communications committee is folding into committees as communications liaisons.
 - Members will be included and immersed in committee meetings.
- Overlap between committees.
 - Example: representation and peer advocacy.
- We also want to make sure we have adequate attendance.
 - We know time is limited.
 - Is there something that we can do to maximize effort and impact?
- Question: Have you discussed this with committee chairs yet? Answer: Not yet, but there will be discussion at Exec meeting.
- Suggestion: Specifically lay out parameters for each committee.
- Patrick: Discussion about seating the substitutes. Is this necessary? No, then let's make that change.
- We will need to make changes to by-laws. That will require motions to make those changes.
- Attending meeting next month is important.
- If you have comments, please email Patrick, Jamie, or Exec Council.

Adjournment