

# IOWA STATE UNIVERSITY™

## Professional and Scientific Council

### 2020-2021 Representation Committee Year End Report

**PURPOSE:** The committee shall organize and implement all election activities as required by these Rules and Bylaws. Election tallies shall not be published, but the Representation Committee shall provide election tallies to standing committee chairs upon request. At the direction of the president and when Council involvement is appropriate, the committee shall evaluate and recommend candidates for positions on other university councils and committees.

**COMMITTEE MEMBERSHIP:** Jason Follett, Chair; Chris Beedle; Mickie Deaton; Emily Dougill; Butch Hansen; David Welshhons

**COUNCIL VACANCIES:** The Representation Committee recommended the following appointments for Council vacancies and assisted with onboarding:

- Adrienne Lyles
  - ✓ President Division
  - ✓ Open Seat from 2020 Election
- David Welshhons
  - ✓ Academic Affairs Division
  - ✓ Resignation of Cameron Hall

The Representation Committee determined that the following Councilors would be ending their term of office early on 30 June 2021 due to new jobs in divisions outside their initially elected division.

- Dustin Moscoso
  - ✓ Elected to Academic Affairs Division
  - ✓ Now Employed in Operations and Finance Division
- Gayle Mastbergen
  - ✓ Elected to Operations and Finance Division
  - ✓ Now Employed in Academic Affairs Division

Due to the timing of the following resignations, the Representation Committee recommended:

- Joy Childress
  - ✓ Operations and Finance Division
  - ✓ Became part of the 2021 Election with a term 1 July 2021 to 30 June 2023
- Paula Burns
  - ✓ Operations and Finance Division
  - ✓ Became part of the 2021 Election with a term 1 July 2021 to 30 June 2024
- Bridgette Hare
  - ✓ Academic Affairs Division
  - ✓ Yue (Iris) Yin will serve a one-year appointment 1 July 2021 to 30 June 2022
- Jeff Hartwig
  - ✓ Academic Affairs Division
  - ✓ Gayle Mastbergen will serve a one-year appointment 1 July 2021 to 30 June 2022

Thus, the Representation Committee is currently seeking candidates to serve a one-year appointment 1 July 2021 to 30 June 2022 for the Academic Affairs Division and Operations and Finance Division.

**2021-2022 OFFICERS ELECTION:** The Representation Committee opened nominations at the 4 February 2021 Professional and Scientific Council meeting for the 2021-2022 Officers Election. At the 4 March 2021 Professional and Scientific Council meeting, the Representation Committee closed nominations and elected by a unanimous ballot the following:

- President-Elect
  - ✓ Jamie Sass
- Vice President for University Planning and Budget
  - ✓ John Hascall
- Vice President for University Community Relations
  - ✓ John Burnett-Larkins
- Vice President for Equity and Inclusion
  - ✓ Lindsay Moeller
- Secretary/Treasurer
  - ✓ Bridgette Hare

After learning of Bridgette Hare's resignation from the Professional and Scientific Council, the Representation Committee opened nominations at the 6 May 2021 Professional and Scientific Council meeting for the election of a 2021-2022 Secretary/Treasurer. At the 3 June 2021 Professional and Scientific Council meeting, the Representation Committee will close nominations and an election will be held.

**2021 ELECTION:** The Representation Committee began preparations for the 2021 Election in October 2020 with multiple focuses. The first was to review what effects the transition to Workday and the new classification system had on the upcoming election. One result of this review included the need to amend the *Constitution of the Professional and Scientific Council* to reflect the discontinuing of the term P-Based. Another result was P&S employees serving multiple colleges would be harder to track for representational purposes within the Academic Affairs Division. Next, the Representation Committee began building new spreadsheets to better monitor and track election results and Councilors eligibility for re-election. Finally, the Representation Committee explored alternatives to the current electronic ballot which is a Qualtrics. Conversations with the Center for Survey Statistics and Methodology (CSSM) and its Survey Research Services (SRS) to conduct the 2021 Election were held. SRS is also used by the Government of the Student Body (GSB) for their General Elections. The estimated cost to use SRS was \$4380 which was determined to be cost prohibitive at this time. Therefore, the Representation Committee continued the use of electronic ballot via Qualtrics building unique ballots for each division. Through the cooperation of the Communications Committee, the following were built: communication timeline, nomination form and website, profiles website, social media graphics and postings, general website promotional materials, promotional video by President Wintersteen, newsletter and *Inside Iowa State* announcements, and Constant Contact emails. Finally, through a request by a constituent to be more inclusive, the Representation Committee working with the Executive Committee, Communications Committee, and the Equity and Inclusion Committee determined to not use candidate photos on the profiles website.

In consultation with the Executive Committee, language was crafted for the amendment to the *Constitution of the Professional and Scientific Council* to reflect the discontinuing of the term P-Base. As a part of the 2021 Election, the amendment was approved with 98% of the vote.

The Representation Committee determined and reported the number and types of Councilors positions available based on the institutional report of P&S employees dated 31 December 2020.

- Total Number of P&S employees = 3265
  - ✓ Academic Affairs = 2183
  - ✓ President = 401
  - ✓ Operations & Finance = 387
  - ✓ Student Affairs = 294

Given that for each 75 P&S employees there is to be one Councilor, the 2021-2022 Professional and Scientific Council breakdown is:

- Academic Affairs = 29
- Operations and Finance = 5
- President = 4
- Student Affairs = 5

When you subtract the Councilor terms which end in 2022 and 2023, the 2021 Election will seek to fill the following seats:

- Academic Affairs = 11
- Operations and Finance = 2
- President = 1
- Student Affairs = 1

Since the Professional and Scientific Council is a continuous body, approximately one-third of the Councilors are to be elected each year. These 15 seats are approximately one-third of the 43 Councilors who will make up the 2021-2022 Professional and Scientific Council.

Councilors who term ends in 2021 were notified if they are eligible or ineligible for the 2021 Election. Nominations for Councilors opened on 5 February 2021 for the 2021 Election. On 12 March 2021 nominations closed. An election was conducted via electronic ballot 23-26 March 2021.

There were twelve allotted seats for the Academic Affairs Division during the 2021 Election. The one additional seat from what was previously reported was due to the election of Jamie Sass as President-Elect. The following were elected to represent the Academic Affairs Division:

- Suzanne Ankerstjerne
  - ✓ Re-Elected
  - ✓ Term Ending 30 June 2024
- Mickie Deaton
  - ✓ Re-Elected
  - ✓ Term Ending 30 June 2024
- Matthew Femrite
  - ✓ Re-Elected
  - ✓ Term Ending 30 June 2024
- Paul Easker
  - ✓ Elected
  - ✓ Term Ending 30 June 2024
- Erin Gibson
  - ✓ Elected
  - ✓ Term Ending 30 June 2024
- Austin Haytko
  - ✓ Elected
  - ✓ Term Ending 30 June 2024

- Marlene Jacks
  - ✓ Elected
  - ✓ Term Ending 30 June 2024
- Judy Knoblock
  - ✓ Elected
  - ✓ Term Ending 30 June 2024
- Autumn Marks
  - ✓ Elected
  - ✓ Term Ending 30 June 2024
- Rano Marupova
  - ✓ Elected
  - ✓ Term Ending 30 June 2024
- Nicholas Streauslin
  - ✓ Elected
  - ✓ Term Ending 30 June 2024
- David Welshhons
  - ✓ Elected
  - ✓ Term Ending 30 June 2024

There were two allotted seats for the Operations and Finance Division during the 2021 Election. The following were elected to represent the Operations and Finance Division:

- Katie Getting
  - ✓ Re-Elected
  - ✓ Term Ending 30 June 2024
- Steve Couchman
  - ✓ Elected
  - ✓ Term Ending 30 June 2023

There was one allotted seat for the President Division during the 2021 Election. The following was elected to represent the President Division:

- Lainey Crawford
  - ✓ Elected
  - ✓ Term Ending 30 June 2024

There was one allotted seat for the Student Affairs Division during the 2021 Election. The following was elected to represent the Student Affairs Division:

- Jahmai Fisher
  - ✓ Elected
  - ✓ Term Ending 30 June 2024

The 2021 Election saw a turnout rate of 12.56%. To give you a reference point, the 2021 Government of the Student Body Election had a 15.80% turnout.

**2021-2022 COUNCIL PREPARATIONS:** The Representation Committee contacted each Councilor sharing with them their standing (Re-Elected, Elected, or Returning), ending of their term, and division. In addition, the Professional and Scientific Council maintains several permanent committees to help carry out its business. Every Councilor is on at least one of these committees. Thus, a committee preference survey was built and shared. It is used by the Representation Committee to build committee assignments for approval by the incoming President. Further, the Councilors from the Academic Affairs Division are assigned a specific

representational area which the Representation Committee prepares for approval by the incoming President. Next, the Representation Committee is assisting as needed with the New Councilor Orientation and swearing in ceremony which will be conducted on 3 June 2021. Finally, the Representation Committee coordinated year-end certificates for the outgoing Councilors and Executive Committee.

***SUBSTITUTE LIST:*** The Representation Committee maintained and recruited for the substitute list.

***RECRUITMENT:*** The Representation Committee contacted professional development conference survey respondents that indicated they would like further information. Meet with P&S employees one-on-one to discuss opportunities and requirements associated with being on Council.

***UNIVERSITY COMMITTEES:*** The Library Advisory Committee sought a new P&S representative due to Jason McLatchie leaving Iowa State in July 2020 for another position. It was recommended and approved to appoint Brenda Downs to this position.