

# IOWA STATE UNIVERSITY

## Professional and Scientific Council

### What is the Professional and Scientific Council?

The Professional and Scientific Council is a representative body elected by, and responsible to, P&S employees at Iowa State University. The Council is composed of approximately 40-45 members, including an Executive Committee consisting of 7 elected officers and 7 committee chairs to help guide the Council's efforts. Council members are elected from the divisions of Academic Affairs, President's Office, Student Affairs, University Services and Finance (one representative for every 75 P&S employees).

### What Does the Professional and Scientific Council Do?

The Professional and Scientific Council identifies the needs of its constituents, provides information and advocacy in response to those needs, recommends policies and procedures to University administration that benefit P&S employees and assists in fulfilling the mission of Iowa State University.

#### Standing Committees:

- Awards
- Communications
- Compensation & Benefits
- Executive
- Peer Advocacy
- Policies & Procedures
- Professional Development
- Representation
- University Planning & Budget

#### Supports Awards for P&S Employees

#### Promotes Employee Benefits:

- Tuition Reimbursement Program
- Employee Assistance Program
- Other Value-Added Services

#### Coordinates P&S Employee Professional Development Opportunities:

- Professional and Scientific Council Professional Development Conference
- Professional and Scientific Council Seminar Series Events



### Consider Joining the Professional and Scientific Council!

P&S Employees have the opportunity to join the Professional and Scientific Council via a secure online election process. **Councilor nominations are accepted beginning February 1 every year.** Newly elected Council members take office in June. Elected councilors attend regular council meetings and are appointed to a standing committee. The monthly time commitment is approximately 4-8 hours. This varies on level of personal involvement, serving in an officer position, etc.

#### Benefits of Joining:

- A unique experience that will strengthen understanding of University practices, policies and structure
- Opportunity to gain leadership experience through involvement with the Professional and Scientific Council and committee objectives
- First-hand experience interacting with the University leadership while representing the interests of P&S employees at ISU
- Improve connections with fellow P&S employees across campus

#### Contact Us:

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# Standing Committees

**Professional and Scientific Council** maintains several standing committees to help carry out its business. Every council member is a member of at least one committee. Each committee has a committee chair that serves on the **Executive Committee** along with seven elected officers to help guide the Council's efforts.

## Awards

The Awards committee does preliminary screening for P&S awards based on predefined selection criteria and makes recommendations to senior leadership. They also administer the Professional & Scientific Council Awards. The committee is responsible for all the planning and coordination of the awards breakfast held in the spring semester.

## Communications

The Communications committee recommends, develops, designs, and implements activities to provide the council an awareness and understanding of employee's interests and concerns. The committee shall also disseminate information from the council to Professional and Scientific employees. The committee also takes an active role in planning and facilitating public presentations sponsored by the council.

## Compensation and Benefits

The Compensation and Benefits Committee has the responsibility of providing counsel to the Professional and Scientific Council in the areas of salary, salary distribution, adjustments to the pay structure, and other compensation and benefit concerns.

## Peer Advocacy

The Peer Advocacy committee assists, informs, and connects Professional and Scientific employees to their peers and other resources that help improve the employment experience at Iowa State University. They provide a means for employees to obtain a perspective about employment concerns from peers familiar with the policies and practices of the university.

## Policies and Procedures

The Policies and Procedures Committee strives to ensure that all university policies and procedures pertaining to Professional and Scientific employees are reasonable, fair and just. The purpose of the Committee is to review policies and procedures within the ISU community and to respond to concerns and questions from constituents involving ISU and P&S policies and procedures.

## Professional Development

The Professional Development Committee has the responsibility of fostering and assisting the professional development of Professional and Scientific employees of Iowa State University in cooperation with University Human Resources (UHR). This committee works with the Communications Committee to inform P&S employees of professional development opportunities and resources available at the university.

## Representation

The Representation Committee is responsible for ensuring the Professional and Scientific Council's elections, and related representation duties and opportunities, are managed fairly, efficiently and accurately. At the direction of the council president and when council involvement is appropriate, the committee shall evaluate and recommend candidates for positions on other university councils and committees.

More information about each committee can be found on the Professional and Scientific Council website: [www.pscouncil.iastate.edu](http://www.pscouncil.iastate.edu)