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P&S Council
President
Tera Lawson

February Professional and Scientific Council Meeting

Thursday, February 4 at 2:10 p.m. - Gallery Room - Memorial Union
Please join us for the Professional and Scientific Council meeting. All P&S staff are welcome to attend. [Click here to view the agenda.](#)

Consider Joining the Professional and Scientific Council

Nominations Now Open for 2016 Professional and Scientific Council Elections

The Professional and Scientific Council serves as a resource and an advocate for all P&S employees, and you have the opportunity to represent your fellow P&S employees as a council member. Nominations for the 2016 election will be taken until February 29. Interested parties may nominate themselves or a colleague by following the instructions listed on our [website](#). All P&S staff will vote via Access Plus electronic ballot March 9-25. As Provost Wickert said "Councilors develop knowledge that is used to educate fellow employees, and encourage collaboration between departments through their new connections. This communication, collaboration and sharing of information benefits the entire University." [See more in his letter here.](#)

Still have questions? Visit the [webpage](#) or contact the Representation Committee (pands-r@iastate.edu) to learn more!

Professional and Scientific Council Professional Development Conference Schedule

For P&S employees that registered for the Professional and Scientific Council Professional Development conference you can review the conference schedule and speaker information [here](#). Registration is closed. An email reminder will be sent to all attendees the week of the conference. The conference planning committee looks forward to engaging with over 400 P&S employees on February 11.

There will be no February Seminar Series due to the conference.

P&S staff: Check your position description

Erin Rosacker - *Inside Iowa State*

If you're a professional and scientific employee, University Human Resources (UHR) staff recommend logging in to PeopleAdmin and reviewing your position description with your manager. Standard job factors for each classification were added and previous job factor language, often written for specific positions, will disappear in the coming months.

"This standardized language -- approved by the Board of Regents in 1993 --

replaced the specific job factors for individual positions, which previously were written by employees and managers," said Emma Mallarino Houghton, director of classification and compensation. [Click here to read more.](#)

Council seeks answers about leave policies

Erin Rosacker - *Inside Iowa State*

The executive committee of the Professional and Scientific Council is requesting clarification from university administrators about the use of vacation/leave policies and the flex hours program during a partial campus shutdown over winter break in a motion introduced at the council's Jan. 7 meeting.

"We received several contacts just prior to winter break from employees who did not feel they were being fairly treated by their departments, their supervisors or their college or units," said council president Tera Lawson. [Click here to read more.](#)

Staff Spotlights

Ciaran Bowe, Senior Auditor for the Office of Internal Audit, has worked tirelessly to obtain additional knowledge and skills to draw upon in performing audit work on campus. Ciaran believes that the internal audit process presents a unique opportunity for positive change, and he has sought to understand how he can best contribute to the University since his start in May, 2013. [Read more about Ciaran in the P&S February 2016 Staff Highlight.](#)

Give Kudos to Your P&S Colleagues

Recognize your fellow P&S employees who help make Iowa State a great place by using **#highlightingISUstaff** on Facebook and Twitter!

Your Professional and Scientific council members are here to represent you. The names and contact information for all Council Members can be found [here](#).