

### May Council Meeting

Thursday, May 2

2:10 - 4 p.m.

Gallery Room, Memorial Union

All Professional and Scientific employees are welcome to attend council meetings.

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### Provide Your Feedback on Policies Impacted by WorkCyte and ISD

The implementation of Workday and Improved Service Delivery will impact Iowa State policies and procedures. Professional and Scientific Council's [Policies and Procedures Committee](#) is working with the university [Policy Library Advisory Committee \(PLAC\)](#) to review all impacted policies and guidelines.



Council is holding its final reading of motions on May 2nd related to changes in:

- [Hiring and Employment Policy and Guidelines](#) (including internal search es, P&S Transfer and Promotions, and the procedures surrounding those items)
- [Reasonable Accommodations for Employees and Applicants](#)
- [Non-Employment Dates - Exempt P&S](#)
- [Direct Deposit](#)

Each of these policies is posted online for public comment and your feedback can be sent either directly to PLAC through the [Policy Library website](#) or through the Council [Policies and Procedures Committee](#). Any feedback directed to the Policies and Procedures Committee must be received by 8 am on May 2nd to be included as part of the motion being brought forward.

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### May Council Seminar Series Event - Does "digital accessibility" have you feeling overwhelmed?



What is digital accessibility and what all does it entail? How do you begin making digital content accessible with few staff and fewer resources? How do you gain leadership buy-in and support?

Digital Accessibility can seem like a monumental task to undertake, especially without additional time, resources or funding. Join us on May 14 from 2-3 p.m. in the Gallery Room of the Memorial Union where Kristi Elmore, ISU Extension IT, and Rachel Tendall, ISU Extension Advancement will be discussing how ISU Extension and Outreach is addressing digital accessibility, and sharing resources currently available to you to make small, incremental steps in the right direction.

If you are unable to join us in person, the session will be livestreamed and can be viewed online using guest access. If you are unable to join us on May 14, the recorded session will be posted in [Learn@ISU](#) approximately one week after the live session.

Additional information about the Council Seminar Series Events, including last months Council Seminar Series Event on Emotional Intelligence, can be found [here](#).

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## Save the Date for the Professional and Scientific Council Meet & Greet May 21



Plan now to be on hand for the Professional and Scientific Council Meet & Greet May 21! Enjoy food and drink, get to know your Professional and Scientific Council representatives and learn all the ways we work for you. Door prizes will be available.

Join us from 2-4 p.m. in the Advanced Teaching and Research Building Lobby, 2213 Pammel Drive for this informal drop-in reception. No R.S.V.P. needed. Please note this is a different date than the one posted in the April Professional and Scientific Council newsletter.

We look forward to seeing you May 21!

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## A look at Environmental Health & Safety

While many positions at ISU do not require any specific health and safety training, most employees could probably benefit from knowing more about Environmental Health & Safety (EH&S) at ISU.

To aid in fulfilling its mission to "Prevent illness and injury, protect the environment, and connect the university to the message of safety and preparedness" EH&S offers a variety of face-to-face and online training such as AED, CPR and First Aid Training, Severe Weather Program, and Bloodborne pathogens. For a list of offered training topics, visit the [EH&S training webpage](#).

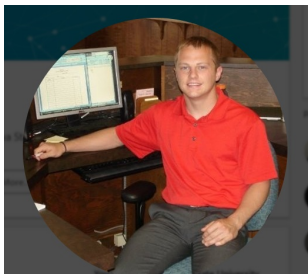
While many training topics are handled with face-to-face instruction and practice, information for many are also offered in video form on the [Videos page](#). Several of these videos, such as those on preventing winter hazards, how to wear proper hearing protection, and awareness of proper office ergonomics can benefit everyone, at work as well as at home.

EH&S also offers a number of forms, checklists, fact sheets and posters you may want or need on their [Publications and Forms page](#).

More information about EH&S and their many offerings can be found on their [website](#).

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## Highlighting ISU Staff: Seth Miller, OSFA



This month we recognize **Seth Miller** for his work as an Adviser in the Office of Student Financial Aid.

Seth was nominated by Jennifer Schroeder of the Student Loan Education Office. She said:

"Seth Miller has been with the OSFA for about 6 years. I would like to recognize Seth because his dedication to students is outstanding! Seth has the ability to connect with students in a way that allows him to explain the complex financial aid process. Seth is an outstanding co-worker as well, due to his dependability. Seth is always willing to jump in to help cover appointments or shifts when another adviser calls in sick or when the office needs some extra help."

***Congratulations, Seth, and thank you for all you do!***

You can nominate a fellow Professional and Scientific employee (or team of employees) for Highlighting ISU Staff! Submit your nominations using this [link](#) to tell us about a P&S employee or

team doing great work in your area. The form will ask you to tell us about who you are highlighting and why in 100 words or less, and to include a picture of the person, team, or output for which they are being highlighted. One submission will be regularly included in the newsletter as determined by the P&S Council Awards Committee. Other submissions will be featured on social media with the tag #highlighting ISUstaff, on the P&S Council web page Highlighting ISU Staff, and/or included in future newsletters.



**Stacy Renfro is the 2018-19 Professional and Scientific Council President.**

[Email](#) President Stacy Renfro

Your Professional and Scientific Council representatives are here for you. Their names and contact information can be found [here](#).

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