

# IOWA STATE UNIVERSITY™

## Professional and Scientific Council

### May Council Meeting



**Professional and Scientific Council general meeting:  
Thursday, May 6**

**Online meeting room opens at 2:00 p.m., meeting  
begins at 2:10 p.m.**

Meeting held via [Webex](#) (follow prompts)

Meeting number (access code): 120 696 0415

Password: BjFZh7w8uP9

Join by phone: +1-312-535-8110

The meeting is open to all Professional and Scientific employees

### The WorkFlex question: Council advocating for constituents, working with university leadership



As planning for Iowa State's transition to the fall 2021 semester and beyond picks up speed, a great deal of discussion, statements and questions are emerging. One of the most pressing issues among Professional and Scientific employees is what type of work arrangements will occur as we move forward – and specifically what a flexible work policy might look like and when it would be implemented.

In an April 19 "[Return to Campus](#)" memo Iowa State University President Wendy Wintersteen outlined employee expectations for fall 2021. It states that staff will be expected to return to work no later than August 2 and reiterated that alternative work arrangements currently in place will expire on June 30, as previously stated.

The memo also states that work begun in 2019 regarding flexible work arrangements for staff remains important and university leadership expects a program to be finalized by October 2021.

As a follow-up to the April 19 memo, university human resources has posted a "[frequently asked questions](#)" resource.

In her April 29 town hall virtual meeting President Wintersteen stated that university leadership will have "comprehensive" options for employees regarding future planning and "careful conversations" will occur once fall semester is underway.

Professional and Scientific Council has addressed this subject by emailing all P&S employees inviting them to submit their questions, concerns, and comments. To date, council has received more than 100 responses. Please be assured that comments received will be anonymously submitted to university leadership and will be brought to the table in future discussions.

Council is placing a high priority on this matter and will continue to push for clarity on what such a plan

would involve, and for timely finalization of it by October, as has been announced by university leadership.

Though the deadline for submitting questions and concerns via the council email has passed, please feel free to continue to submit questions and concerns to your Professional and Scientific Council representative(s). You can find them on the Professional and Scientific Council [web site](#). As before, any questions and concerns received will be shared with university leadership anonymously.

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## Sixty Professional and Scientific employees honored with council's CYtation Awards



A total of 60 Iowa State University Professional and Scientific employees (18 individuals and four employee teams) have been recognized for their outstanding work and contributions in 2020 through Professional and Scientific Council's CYtation Awards program. Due to COVID restrictions, awardees were honored in a virtual ceremony.

President Wendy Wintersteen, Provost Jonathon Wickert, and Professional and Scientific Council President Sara Parris acknowledged the accomplishments of award recipients during this year of overwhelming challenges. President Wintersteen commented, "It is because of people like you that Iowa State is emerging from this extraordinary time with strength and resilience. I deeply appreciate your commitment to excellence, your can-do attitude, and your initiative to get things done." Provost Wickert also expressed his appreciation to CYtation awardees saying, "No matter what your role is, I want you to know that what you do makes a real difference. I am very proud and very, very thankful for all of your efforts."

Sara Parris presented the awards and said, "This has not been an easy year and we felt it was more important than ever to recognize the amazing people we work with every day. Each of you do your own part to make Iowa State a better place." Each CYtation Award recipient will receive a framed award certificate and gift.

You can access the full list of all 2020 CYtation Award recipients and view the video messages on the Professional and Scientific Council [web site](#).

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## In case you missed it: Temporary changes in DCAP policy allows more flexibility for employees

Temporary changes in the DCAP (Dependent Care Assistance Program) have opened a window to more flexibility that Iowa State University employees can take advantage of.

The American Rescue Plan (ARP) of 2021 passed by Congress March 11 includes a one-year provision for 2021 that increases the DCAP maximum from \$5,000 to \$10,500 (\$5,250 for married filing separate taxpayers). DCAP accounts allow employees to reimburse eligible expenses such as child care from an account they fund with payroll deductions, which reduces what they pay in taxes.

The earlier relief package passed by Congress in late December



changed flex account rules for this year, allowing unspent 2020 contributions to a DCAP or health care flexible spending account to be used to pay for eligible 2021 expenses. In addition, the December bill suspended for 2021 the rules limiting when employees can adjust their contribution levels, giving employees more flexibility to manage unforeseen circumstances during the pandemic and recovery.

This means you can enroll in the DCAP plan now even if you were not enrolled at the beginning of the year; and you may increase your contribution or enroll for the first time.

The April 1 issue of Inside Iowa State contained a [story](#) on this topic. Employees can make changes in their DCAP account in Workday. See the instructions on how to do so. Questions about flex account changes can be answered by university human resources at 515-294-4800 or [benefits@iastate.edu](mailto:benefits@iastate.edu). For questions about plan rules and tax impacts, contact the payroll, benefits and tax office at [fbac@iastate.edu](mailto:fbac@iastate.edu).

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## P&S Council submits FY22 salary statement to Iowa Board of Regents



Professional and Scientific Council has submitted its fiscal year 2022 salary statement to the Iowa Board of Regents. Written by council president Sara Parris with input from council's executive committee, the letter was submitted electronically prior to the board's April 14 meeting.

Read the [letter](#), which strongly advocates for meaningful pay increases for Professional and Scientific staff. The letter is also posted on the home page of the Professional and Scientific Council [web site](#).

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## May Council Seminar Series event – Continuing the Critical Conversation about DEI



Last October, the Professional and Scientific Council Seminar Series featured a round table discussion on the important topics of diversity, equity, and inclusion (DEI). Join us online May 11, 2-3 p.m., as we continue this critical conversation and focus on DEI efforts around campus. Panelists will include representatives from the Office of Diversity and Inclusion, the Office of Equal Opportunity, and ISU Extension and Outreach.

To make the most of this session, we are asking participants to [pre-register](#) and submit a question they'd like to ask the panel. Although your question may not be answered directly, we will do our best to cover a range of topics.

The Seminar Series will continue livestreaming all spring events to protect the health of both presenters and attendees. Recordings of the events will be available on [Learn@ISU](#) approximately one week following the livestreamed sessions.

Additional information about all of the Council Seminar Series events can be found on the P&S Council [web site](#).

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## Did You Know? You can become an adviser for an Iowa State University student organization



From advertising to yoga, there are more than 850 student organizations at Iowa State University. Professional and Scientific staff can help build the leadership skills of ISU students by becoming a student organization adviser. Advisers mentor students and help them plan student organization events.

You can build your mentoring skills by offering students opportunities to build their leadership skills. Learn more about [ISU student organizations](#) and about serving as an adviser.

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## ISU COVID vaccine clinic expands dates into May



The COVID-19 vaccination clinic for Iowa State employees and students has added dates into the month of May. The clinic will be open May 5-7, May 11-13 and May 18-20.

Appointments must be made [online](#). The university has resumed use of the Johnson & Johnson (single dose) vaccine. When scheduling your appointment you will be able to choose from the Pfizer or Johnson and Johnson vaccine. If you are in

need of a second dose of the Pfizer vaccine, you may schedule that regardless of where the first dose was administered. Please note that both vaccines may not be available every single day, and that clinic dates and times are subject to change based upon vaccine availability.

Always refer to the [COVID-19 Response web site](#) for the latest updates.

## Highlighting ISU Staff: Lexi Elliott, Liz Hergert, Tessa Brow

**This month we recognize three staff members from the LAS Career Services team: Lexi Elliott, Liz Hergert, and Tessa Brow.**

The LAS Career Services Team was nominated by director Taren Reker, who said: "When I unexpectedly had to take a medical leave of absence in August, Lexi, Liz, and Tessa stepped in and not only went above and beyond in their own positions during the transition back to campus and the start of the fall semester, but also took on many of my projects. They eagerly took on extra responsibilities during one of our busiest times of the year, while also managing the additional challenges caused by COVID-19."

***Congratulations Lexi. Liz and Tessa, and thank you for all you do!***

You can nominate a fellow Professional and Scientific employee (or team of employees) for Highlighting ISU Staff! It only takes a few minutes. Submit your nominations using the [Highlighting ISU Staff form](#) 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 #highlightingISUstaff, on the P&S Council web page Highlighting ISU Staff, and/or included in future newsletters.



Lexi Elliott



Liz Hergert



Tessa Brow

**Sara Parris is the 2020-21 Professional and Scientific Council President.**

[Email](#) President Sara Parris

Your Professional and Scientific Council representatives are here for you. Their names and contact information can be found on the [Council Members page](#) of our web site.



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