Councilors: Please make sure you have signed in at the registration table and have your name placard.
• Call to Order (Jason Follett)
• Establish Quorum (Jason Follett)
• Approval of the Agenda
• Approval of the Minutes
  March 7, 2024, General Council Meeting
Minutes
Administrative Reports

- None
Professional and Scientific Council
Executive Committee Reports

- President – Patrick Wall
- Secretary/Treasurer – Suzanne Ankerstjerne
- Vice President of Communications & Community Relations – Sarah Larkin
- Vice President of Compensation and Benefits – Steve Couchman
- Vice President of Diversity, Equity, and Inclusion – Susan McNicholl
Professional and Scientific Council
Committee Reports

- Awards – Michelle Thompson
- Governance – Paul Easker
- Peer Advocacy and Policy – Rachel Faircloth
- Professional Development – Jennifer Schroeder
Academic Affairs

Chad Arnold
Amy Carver
Emily Dougill
Paul Easker
Sarah Freestone
Kate Garretson
Taylor Gerdes
Snow Gray
Sara Harris-Talley
Laura Kilbride

Steve Kopecky
Heidi Nye
Deanna Powell
Christine Reinders
Brooke Rogers
Julieanne Rogowski
Brian Rowe-Barth
Adam Wade
Jason Wiegand
Operations & Finance
Kimberly Hope
Rachel Jones
Kasi Province
Melissa Warg

President’s Office
Jordan Curzon
Stacy Dreyer
Alan Hulsebus

Student Affairs
George Loper
Sam Shelton
Leah Weeks
February 28, 2024
  • A week later
  • ISCORE ½ day held same day
  • Workday Student Go Live week following

308 total registrations
  • 273 participants
  • 23 speakers
  • 12 committee members
• 18 break out sessions
  • 1 keynote from ISU Alum and Small business Owner

• Raffle
  • Donated items from 17 local small businesses
  • Encouraged discussion with councilors

• Collected Donations
  • S.H.O.P
  • Clothing that works

• Visit from Cy & Spirit Squad
### Fixed Revenue for 2024 Conference

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance Forward</td>
<td>$21,751.69</td>
</tr>
<tr>
<td>Provost Office Contribution</td>
<td>$5,000</td>
</tr>
<tr>
<td>Fixed Beginning Balance</td>
<td>$26,751.69</td>
</tr>
</tbody>
</table>

- **Provost Office Contribution** – agreed upon amount since FY15 to be used for the conference for non-food/beverage expenses
- Use for speaker fees
## Registration Revenue

<table>
<thead>
<tr>
<th></th>
<th>Budgeted</th>
<th>Actual</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Early Registration ($130)</td>
<td>$29,900</td>
<td>$31,300</td>
<td>+ $1,430</td>
</tr>
<tr>
<td>Regular Registration ($150)</td>
<td>$3,000</td>
<td>$4,800</td>
<td>+ $1,800</td>
</tr>
<tr>
<td>Total</td>
<td>$32,900</td>
<td>$36,100</td>
<td>+ $3,200</td>
</tr>
</tbody>
</table>

- Budgeted low for registration due to:
  - Conflicting schedule with ISCORE
  - Week before Workday Student Go Live on March 4
<table>
<thead>
<tr>
<th></th>
<th>Budgeted</th>
<th>Actual</th>
<th>% of total conference expense</th>
</tr>
</thead>
<tbody>
<tr>
<td>Speakers</td>
<td>$4,600</td>
<td>$4,720</td>
<td>13.82%</td>
</tr>
<tr>
<td>Conference Supplies</td>
<td>$13,086.34</td>
<td>$11,578.91</td>
<td>33.90%</td>
</tr>
<tr>
<td>Venue</td>
<td>$7,201.50</td>
<td>$4,159.90</td>
<td>12.18%</td>
</tr>
<tr>
<td>Food</td>
<td>$15,930.76</td>
<td>$13,701.21</td>
<td>40.11%</td>
</tr>
<tr>
<td>Total</td>
<td>$40,783.80</td>
<td>$34,160.02</td>
<td></td>
</tr>
</tbody>
</table>
## 5 year cost comparison

<table>
<thead>
<tr>
<th></th>
<th>2020 Actuals (Scheman)</th>
<th>2021 Actuals (Virtual, COVID)</th>
<th>2022 Actuals (Gateway)</th>
<th>2023 Actuals</th>
<th>2024 Actuals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Speakers</td>
<td>$9,391.92</td>
<td>$7,000</td>
<td>$9,328.51</td>
<td>$10,601.90</td>
<td>$4,720</td>
</tr>
<tr>
<td>Conference Supplies</td>
<td>$13,033.57</td>
<td>$1,627.10</td>
<td>$12,176.86</td>
<td>$12,365.20</td>
<td>$11,578.91</td>
</tr>
<tr>
<td>Venue</td>
<td>$7,448.11</td>
<td>$6,380</td>
<td>$327.05</td>
<td>$4,038.20</td>
<td>$4,159.90</td>
</tr>
<tr>
<td>Food</td>
<td>$14,510.86</td>
<td>$0</td>
<td>$15,463.81</td>
<td>$14,725.40</td>
<td>$13,701.21</td>
</tr>
<tr>
<td>Total</td>
<td>$44,384.46</td>
<td>$15,007.10</td>
<td>$37,296.23</td>
<td>$41,730.70</td>
<td>$34,160.02</td>
</tr>
<tr>
<td>Participants</td>
<td>384</td>
<td>Unknown</td>
<td>269</td>
<td>306</td>
<td>308</td>
</tr>
</tbody>
</table>
• 168 survey responses
  • 55% response rate
  • 98.8% responded very satisfied or satisfied
  • 11 people expressed interest in council

<table>
<thead>
<tr>
<th>2024 Wins</th>
<th>2025 Opportunities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alumni Keynote</td>
<td>Ensure no overlap with other PD opportunities</td>
</tr>
<tr>
<td>Raffle &amp; Donations</td>
<td>Person from University Leadership to speak</td>
</tr>
<tr>
<td>Increased utilization of Conference Planning and Management</td>
<td>Include more information on agendas with time and location</td>
</tr>
<tr>
<td>Cy &amp; Spirit Squad</td>
<td>Currently Planning for February 26, 2025</td>
</tr>
<tr>
<td>Use of tables where possible</td>
<td></td>
</tr>
<tr>
<td>Buffet</td>
<td></td>
</tr>
</tbody>
</table>
• Common Questions/Suggestions

  • Weather –
    • This year not an issue but not something we can control
    • Survey still indicates February most favorable for people

  • Location/Space
    • No other options in Ames
    • Would have to move to Des Moines
    • Would have to limit our number of participants

  • Pre-registering for sessions
    • Helps with crowd control as rooms are not equal in size
    • Helps maintain fire code by not overpopulating a room

  • Food
    • Many individualized tastes
    • Try best to provide an option for all but will never be able to meet all of the dietary tastes of each participant
Unfinished Business and General Orders

2024 Councilor Election – Paul Easker
New Business 2024 Compensation & Benefits Report – Steve Couchman
Announcements

- Seminar Series: May 14, 2 – 3 PM – Virtual – Pre-registration is via Workday Learning
  Developing Your Leadership Skills

- April Showers – Council Empowers – April 16 – Launch Pad – 3-5 PM

- Executive Committee Meeting – April 18, 9-11 AM

- General Council Meeting – May 16, 2:10 PM, 3580 Memorial Union
Adjournment