

IOWA STATE UNIVERSITY™

Professional and Scientific Council

General Council Meeting

August 3, 2023, 2:10 P.M.

Room 3580, Memorial Union

**Councilors: Please make sure you have signed in
at the registration table and have your name placard**

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Professional and Scientific Council

- **Call to Order (Jason Follett)**
- **Establish Quorum (Jason Follett)**
- **Approval of the Agenda**
- **Approval of the Minutes**

July 6, 2023, General Council Meeting Minutes

Administrative Reports

- **Senior Vice President & Provost – Jonathan Wickert**
- **Director of UHR Compensation and Talent Acquisition –
Emma Mallarino Houghton**
- **SVPP Special Advisor for Student Information Systems – Steve Mickelson**

The background of the slide is a photograph of the Iowa State University campus, featuring the Old Capitol building with its prominent dome on the left and various other university buildings and trees. The entire image is covered with a semi-transparent red overlay. Two thin, horizontal gold lines are positioned above and below the text.

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University Human Resources



2023 P&S Job Profile Market Review

Emma Mallarino Houghton

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P&S Pay Grade Updates

As a part of the ongoing commitment to maintain the health of the P&S compensation structure, UHR analyzed trends in market data over the last year. With senior leadership support, adjustments to pay grade assignments for certain P&S job profiles will take effect on 8/14/2023. Overall impact of the 2023 review is below :

- 44 impacted job profiles (out of approximately 700 job profiles)
 - 27 job profiles have 1 employee or less (~60% of impacted job profiles)
 - 4 job profiles have 6 or more employees
 - 13 job profiles have between 2 – 5 employees
- Approximately 100 P&S employees have job profiles moving to new grades (~3% of staff)
- 15 P&S employees will be below minimum of new grade (adjustment required)



Timeline

August 14 Effective Date Communication Timeline	
Activity	Date
Admin Officer Memo	Monday, July 24
Email to all supervisors of P&S employees	Tuesday, August 1
Email to supervisors of employees with job profiles moving grade	Monday, August 7
Email to employees with job profiles moving grade (below and within grade)	Monday, August 14
Effective date for job profiles moving to new grades	Monday, August 14
Inside Iowa State article	Thursday, August 17
Deadline for increases to new pay grade minimum	February 1, 2024

Questions?



WorkCyte Phase II: Student Information and Receivables

Professional & Scientific Council

August 2023



Phased Implementation of Workday Student

The project has **6 rollouts** occurring over several next months.

FIRST USE 1	FIRST USE 2
June 2023	October 2023
<ul style="list-style-type: none">• Academic Foundation• Curriculum Management: Course definitions• Finance: Application & Acceptance Fees• Financial Aid: Recruiting Awards for Undergraduate Applicants• Recruiting & Admissions: Undergraduate Admissions• Security/Integrations/Reports Student Core	<ul style="list-style-type: none">• Curriculum Management: Fall 2024 Course Sections
	December 2023
	<ul style="list-style-type: none">• Student Financials: Fall 2024 Course Fees
	January 2024
September 2023	<ul style="list-style-type: none">• Financial Aid: Packaging — New Undergraduates
<ul style="list-style-type: none">• Recruiting & Admissions: Graduate Application and Admission Committees	

This graphic shows an overview of rollout periods 1 and 2.



Partial List of Changes for Rollout 1

June – September 2023



Students

- Undergraduate Admissions Application Processed in Workday
- Accepting Undergraduate Offers of Admission
- Preferred vs. Legal Student Name



Faculty

- Accepting Undergraduate Offers of Admission
- Undergraduate Admissions Application Processed in Workday
- Course Editing Security
- Display of Course Offerings in the University Catalog
- Preferred vs. Legal Student Name
- Reports Available in Workday



Staff

- Accepting Undergraduate Offers of Admission
- Undergraduate Admissions Application Processed in Workday
- Course Editing Security
- Display of Course Offerings in the University Catalog
- Preferred vs. Legal Student Name
- Reports Available in Workday



Training Format Deliverables

Just in time methodology



Digital Learning Course
Online self-paced training

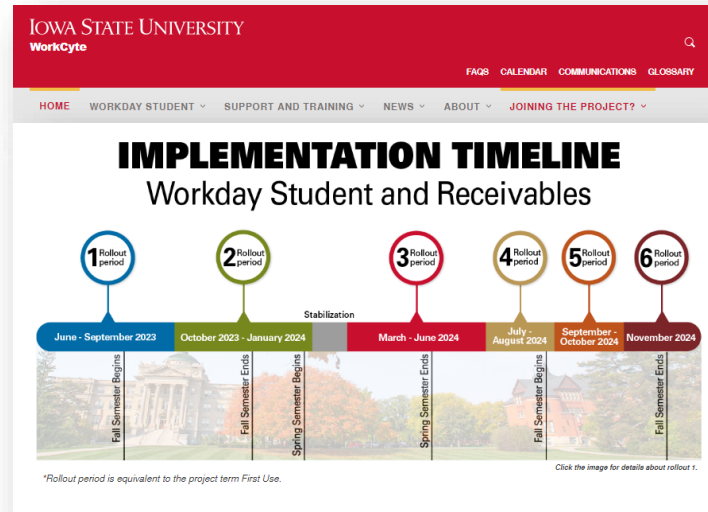


How to Article
Written step-by-step
instructions



Instructor-Led
Classroom-based training
(in-person or virtual)

Learn More



Your *WorkCyte Digest* Newsletter

A digital monthly publication delivered to faculty and staff

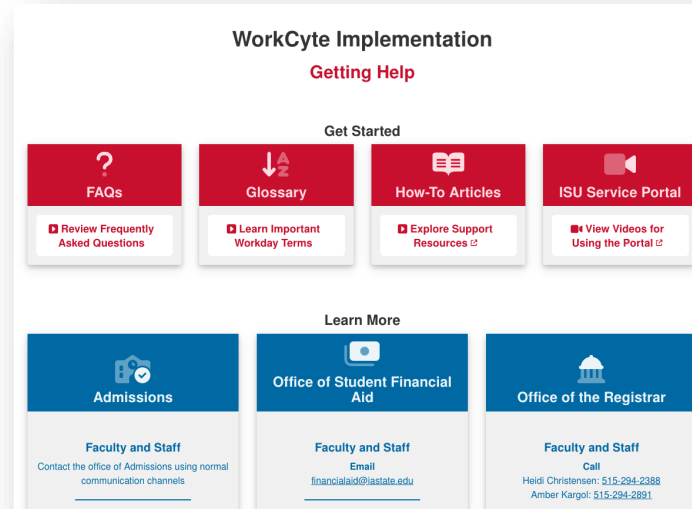
SUBSCRIBE HERE!

ISU SERVICE PORTAL

ISU Service Portal

Website	Newsletter	Training Resources
www.workcyte.iastate.edu	www.workcyte.iastate.edu/workcyte-digest-archive	How-to articles and FAQs are posted in the ISU Service Portal.

Get Help



Find a Change Liaison	Get Help Webpage	Email the Project
https://www.workcyte.iastate.edu/change-liaisons	https://www.workcyte.iastate.edu/get-help	workcyte_feedback@iastate.edu

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**

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Professional and Scientific Council

Adventure 2



Take the Well-Being Assessment



President Wintersteen's 2 Million Steps Challenge

Professional and Scientific Council Committee Reports

- **Awards – Michelle Thompson**
- **Governance – Paul Easker**
- **Peer Advocacy and Policy – Kaylee Wellik**
- **Professional Development – Jennifer Schroeder**

Unfinished Business and General Orders

- **None**

New Business

- **None**

Open Discussion for the Betterment of Council

- FY24 Goal #1 – Maximize the student experience

Announcements

- **Seminar Series: September 12 , 2 – 3 PM – Location TBD – Constructive Conversations in Difficult Situations – Laura Smythe - Ombuds**
- **Executive Committee Meeting – September 21, 9-11 AM – 2304 Gerdin**
- **General Council Meeting
September 7, 2:10 PM – 3560 Memorial Union**

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Adjournment