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
Welcome, and thank you for joining our virtual meeting!

Please stay muted and keep your camera turned off unless you are speaking. These efforts preserve bandwidth and cut down on outside noise and distraction to provide a better experience for everyone in the meeting.

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

July 6, 2023, General Council Meeting Minutes
Welcome, and thank you for joining our virtual meeting!
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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
2023 P&S Job Profile Market Review

Emma Mallarino Houghton
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

<table>
<thead>
<tr>
<th>Activity</th>
<th>Date</th>
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<tbody>
<tr>
<td>Admin Officer Memo</td>
<td>Monday, July 24</td>
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<tr>
<td>Email to all supervisors of P&amp;S employees</td>
<td>Tuesday, August 1</td>
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<td>Email to supervisors of employees with job profiles moving grade</td>
<td>Monday, August 7</td>
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<td>Email to employees with job profiles moving grade (below and within grade)</td>
<td>Monday, August 14</td>
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<td>Effective date for job profiles moving to new grades</td>
<td>Monday, August 14</td>
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<tr>
<td>Inside Iowa State article</td>
<td>Thursday, August 17</td>
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<tr>
<td>Deadline for increases to new pay grade minimum</td>
<td>February 1, 2024</td>
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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.

<table>
<thead>
<tr>
<th>FIRST USE 1</th>
<th>FIRST USE 2</th>
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<tbody>
<tr>
<td><strong>June 2023</strong></td>
<td><strong>October 2023</strong></td>
</tr>
<tr>
<td>• Academic Foundation</td>
<td>• Curriculum Management: Fall 2024 Course Sections</td>
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<tr>
<td>• Curriculum Management: Course definitions</td>
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<tr>
<td>• Finance: Application &amp; Acceptance Fees</td>
<td>December 2023</td>
</tr>
<tr>
<td>• Financial Aid: Recruiting Awards for Undergraduate Applicants</td>
<td>• <strong>Student Financials:</strong> Fall 2024 Course Fees</td>
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<td>• Recruiting &amp; Admissions: Undergraduate Admissions</td>
<td>January 2024</td>
</tr>
<tr>
<td>• Security/Integrations/Reports Student Core</td>
<td>• <strong>Financial Aid:</strong> Packaging — New Undergraduates</td>
</tr>
<tr>
<td><strong>September 2023</strong></td>
<td></td>
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<tr>
<td>• Recruiting &amp; Admissions: Graduate Application and Admission Committees</td>
<td></td>
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</table>

This graphic shows an overview of rollout periods 1 and 2.
Partial List of Changes for Rollout 1

June – September 2023
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

<table>
<thead>
<tr>
<th>Website</th>
<th>Newsletter</th>
<th>Training Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td><a href="http://www.workcyte.iastate.edu">www.workcyte.iastate.edu</a></td>
<td><a href="http://www.workcyte.iastate.edu/workcyte-digest-archive">www.workcyte.iastate.edu/workcyte-digest-archive</a></td>
<td>How-to articles and FAQs are posted in the ISU Service Portal.</td>
</tr>
</tbody>
</table>

Your WorkCyte Digest Newsletter
A digital monthly publication delivered to faculty and staff

SUBSCRIBE HERE!

ISU Service Portal
Get Help

Find a Change Liaison
https://www.workcyte.iastate.edu/change-liaisons

Get Help Webpage
https://www.workcyte.iastate.edu/get-help

Email the Project
workcyte_feedback@iastate.edu
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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

Committee Reports

- Awards – Michelle Thompson
- Governance – Paul Easker
- Peer Advocacy and Policy – Kaylee Wellik
- Professional Development – Jennifer Schroeder
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Unfinished Business and General Orders

- None
New Business

- None
Open Discussion for the Betterment of Council

- FY24 Goal #1 – Maximize the student experience
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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