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April 2022 Meeting Minutes

Call to Order & Seating of Substitutes (Jamie Sass)
Meeting called to order at 2:10 PM

Substitutes:
Lynn Bagley for Paul Easker
Guests: Kristen Constant, Steven Mickelson, Beate Schmittmann

Establish Quorum (Sarah Larkin)
A quorum was established

Approval of Agenda
Agenda approved

Approval of Minutes
Minutes of the March 3, 2022, General Council Meeting were approved as submitted

Administrative Reports

Vice President and Chief Information Officer Kristen Constant / Senior Policy Advisor Steven Mickelson
• Data Governance Project
• Data is an institutional asset and should be protected
• Recommend structure and policy for data governance
• Identity and Access Management Project
• Considering policy changes to automated email forwarding
• Campus wide confidentiality form (related to data assets)
• Phase II Workday Project-Student Information System
• Student Information and Receivables timeline rolled out to year 2025
• Follows lifecycle of student and will be updated over time—not all at once
• Updated WorkCyte page
• Updated Change Liaison Network page

Comment: New system allows for more characters in the description for billing and course description

No Questions

Dean of Liberal Arts and Sciences College Beate Schmittmann
• Reimagining LAS initiative
• $11.4 million budget shortfall for FY22
• $15 million budget shortfall projected for FY25—without changes being made
• Opportunity to rethink program and course offerings
• More student centric in strategic plan
• LAS revenue is 90% tuition and enrollment has declined
• Student credit hours have decreased
• Not filling vacant staff positions

Question: How did you go about deciding performance of each department when deciding cuts?
Answer: The problem is the financial challenge comes from decreasing enrollments and decreasing student credit hours. We looked at metrics in each program. One metric was the absolute number of students enrolled in their majors. Another metric used was how enrollment has changed. We also used a metric on how many overall student credit hours does the department deliver and how has it changed. And we used a metric related to the research part of the department.
Professional and Scientific Council Executive Committee Reports

President Chris Johnsen
• Presented Salary Statement to Board of Regents
• Councilor election was suspended due to technology

Question: At the Regent’s meeting, did you interface with other representatives from other Universities and how was their take on the budget?
Answer: I would say they did not address the state legislature as direct as I did. We have a limited amount of time at the microphone and it’s hard to express what we want to. Other institutions were able to cover what I wasn’t. Things like paid parental leave and expanding upon the adoption policy and paid maternity leave.

Secretary/Treasurer Sarah Larkin
No Report

VP for Equity and Inclusion Jahmai Fisher
No Report

VP University Community Relations John Burnett-Larkins
• Meet and Greet for Constituents at Memorial Union Bowling- successful event

No Questions

VP for University Planning and Budget John Hascall
No Report
Professional and Scientific Council Committee Reports

Awards Susy Ankerstjerne
• **CYtation Award** ceremony recognized 41 Professional and Scientific Employees
• Thank you to our gift partners: Reiman Gardens, ISU Athletics, ISU Bookstore
• **Highlighting ISU staff** continues. Link to nominate is [here](#)

No Questions

Communications Deanna Sargent
No Report

Compensation and Benefits Patrick Wall
• Discussed a Motion for [Tuition Reimbursement](#)

No Questions

Peer Advocacy Jacob Larsen
• Paid Parental Leave Project-Met with other Universities and Faculty Senate
• Employee Interest Groups-working on potential engagement
• Focus on staff with WorkFlex program

No Questions

Policies and Procedures Paul Easker
No Report

**Professional Development** Matthew Femrite
- We continue to plan the Seminar Series for the remainder of the fiscal year and the following year
- Next Seminar Series Event on April 13, “What Not to Name Your Files”, 2-3 PM, 3580 Memorial Union/WebEx
- Next Seminar Series Event on May 10, “Mindful Communication using COLORS”, 2-3 PM, 3580 Memorial Union/WebEx
- Next Seminar Series Event on June 13, “Stroll Into Summer: Well-Being Wherever You Are”, 2-3 PM, 3580 Memorial Union
- Evaluating IT needs

**No Questions**

**Representation** Jason Follett
- Election issues with technology. Transition from Qualtrics and Constant Contact

**Question:** Do you have a timeframe for when the election will close, and results will be announced?
**Answer:** The election will be open for 5 business days and results will be announced at the next Council meeting.

**Unfinished Business and General Orders**
- Matthew Femrite elected as Vice President for University Planning and Budget
New Business
• First Read- Motion on Sick Leave Conversion
• Bylaws suspended- Second Read for Motion on Sick Leave Conversion
• Motion adopted

Open Discussion for the Betterment of Council
• Seeking input from constituents on WorkFlex program

Announcements
Seminar Series Event: “Mindful Communication using COLORS,” May 10, 2022, 2-3 PM, 3580 Memorial Union/WebEx
Executive Committee Meeting: April 21, 2022, 10AM-12PM, WebEx
General Council Meeting: May 5, 2022, 2:10PM, South Ballroom, Memorial Union, WebEx

Lynne Campbell
Milkweed Kits- Sent out 500 kits
Attained $80,000 grant. Planting at Biorenewables Research Laboratory