

IOWA STATE UNIVERSITY

Professional and Scientific Council

Thursday, March 06, 2014 Minutes | 2:10- 4:00 PM | Pioneer Room,
Memorial Union

2013-2014 Officers

President: Steve Mayberry

Secretary: Dick Pfarrer

Vice President UCR: Stacy Renfro

President-Elect: Amy Tehan

Past-President: David Orman

Vice President UPB: Lisa Rodgers

1. Call to Order & Seating of Substitutes (Amy Tehan) 2:10pm

Attending

X	Jessica Bell	X	Mary Beth Kaufman	X	Chuck Rodgers
X	Lynn Bagley	X	Kris Koerner	X	Lisa Rodgers
X	Christian Charbonneau	X	Joyce Lash	X	Diane Rupp
X	Tami Corcoran	X	Tera Lawson	X	Allan Schmidt
X	Elena Cotos	X	Steve Mayberry	A	Erin Schwartz
X	Bart Dobson	X	Jason McLatchie	A	Wendy Stensland
X	Katie Davidson	X	Robin McNeely	X	Amy Tehan
X	Glen Galvin	A	Sandy Oberbroeckling	X	Kipp Van Dyke
X	Kate Goudy-Haht	X	Josh Obrecht	X	Jessica Van Winkle
X	Ann Greazel	X	Dave Orman	X	Lindsey Wanderscheid
X	Melissa Gruhn	X	Dick Pfarrer	X	Mike Wilson
X	Colleen Humphrey	X	Mackenzie Heddens		
X	Clayton Johnson	X	Stacy Renfro		
		X	Dan Rice		

X – Present, A – Absent, S – Substitute

Guests

Erin Rosacker, University Relations

Brenda Behling, SVPP

Andy Bock, AFSCME

Dr. Julie Nuter, University Human Resources

Sheryl Rippke, University Counsel

Veronica Dark, Faculty Senate

Mike Otis, University Human Resources

Substitutes

n/a

2. Establish Quorum (Dick Pfarrer)

3. Approval of the Agenda

4. Approval of the Minutes

February 2014 Regular Council Meeting

5. Administrative Reports

Senior Vice President & Provost (Brenda Behling for Jonathan Wickert)

- Dr. Wickert sends his regrets. He had another meeting that was a conflict today. I want to congratulate all of the recipient of the P&S Awards. I also want to mention a kudos to the Awards Committee. ISCOR is coming up tomorrow from 8:00am to 5:00pm; it is a great event for our University and all should consider attending.
- The Provost is looking for the next class of Emerging Leaders Academy; more information can be found on our website and the Inside Iowa State. We are looking for University members who are tenured faculty or P35 or higher. Registration deadline is March 15th.
- The Board of Regents is holding their meeting next week in Iowa City with the graduation retention rates, parking, housing/dining rates, etc.
- The Director of the Ames Lab search is wrapping up with the interviews having concluded. The Search Committee has given their recommendations and the Provost is negotiating with the finalist.

Faculty Senate (Veronica Dark)

- I noticed that you are considering 2 different recommendations for salary and benefits. We don't make concrete recommendations as you do but the issues are similar. The faculty were concerned with salary compression as well.
- The only other updates I have are with regard to the upcoming Faculty Senate meeting on Tuesday at which President Leath will be speaking. We will also be discussing our normal curriculum assessment and recommending changes.

University Human Resources (Julie Nuter)

- It was great to be able to attend the Cytation Awards Ceremony. The organizations are made of great people who bring their talent, commitment, and energy to the good work of Iowa State University. Congratulations to all of the Award recipients. It is a terrific opportunity to recognize your colleagues for their individual and team contributions. I was able to sit with some of the recipients and their description of their work and contribution was very helpful. The work you are all doing going far beyond the University and you are impacting the nation and the World.
- I am probably at about 100 days since I started and it has flown by. I feel like I have been here a year already and feel very energized by the people I am meeting and getting to work with. There has been a lot of exposure to different areas of campus. I have met with many people from the President's Cabinet and many other areas from across campus; if I get the opportunity to meet with you and it fits in my calendar I am committed to being there. For example, I met with the CALS folks and was a great opportunity to learn what they are doing and learn their HR needs. I was part of the Student Affairs Academy and it was great to be a part of this and to learn about the great work done in Student Affairs. I also got to meet with students and it was wonderful to see the impact that ISU has on the students. I have been making the rounds in Business & Finance as well. We are working to support the University mission and strategy and if we as a University are not meeting those goals, then you don't need HR. I feel as though the faces and names are becoming more familiar with time. I ask a lot of questions; I want to understand the history and all that makes ISU what it is- there are a lot of people who are part of the history that are still working at ISU today. What I have heard through all of my conversations is better communication, transparency, and speed. We have spoken about the compensation and benefits and we are working on understanding what will work best for the University. At this point it is kind of ironic that we are at Iowa State University of Science and Technology and that we have a gap between where we are and where we need to be technologically. There have been changes in the needs of technology and we need to do something to connect the dots to bring us to where we need to be. We are also reviewing the performance appraisal process and what we need to be able to move us forward in this arena. We are also looking at the onboarding process, employee and labor relations, building organizational capability (such as Professional Development), focusing on the whole person (work-life, wellbeing), how are we treating people as they separate from the organization, and many other areas.
- We have had a bad winter and therefore a lot of ice and snow; this has resulted in a lot more slips and falls and therefore many more claims with regard to workers' compensation. A claim to the State means expenses and they are taking a much closer look at claims. Human Resources is in conversations with the State and we have an upcoming meeting with them that should help bring some clarity. If you are approached about someone who might have a workers' compensation

claim, you should direct them to the HRS website or Employee Relations. The State uses Sedgwick Claims Management System for the claims and workers' compensation process.

6. **P&S Council Executive Committee Reports**

President (Steve Mayberry)

- Please see Steve's written report.

Secretary (Dick Pfarrer)

- Our current balance is \$2,215.12.

VP for University Community Relations (Stacy Renfro)

- No report.

VP for University Planning and Budget (Lisa Rodgers)

- No report.

7. **P&S Committee Reports**

Awards (Lindsey Wanderscheid)

- There was not an empty seat at the P&S Council breakfast and many people were impressed by the event. Julie had noted the humility of the recipients; I had one person contact me after they were notified and they asked if they were actually the person who received the award. Nominations for the University level awards are going to remain open until March 17th due to lower numbers this year.

Communications (Mike Wilson)

- We did have some Drupal training for the committee chairs and for those of you that are self-starters there is a training document that is now available in CyPoint. We are willing to arrange for more training, just let the Communications committee know. There will be a CyPoint Users Group that will be meeting in the Communications building on March 11th. Our next Professional Development Seminar will be at 2:00pm on March 11th, presented by John Stein about listening.

Compensation & Benefits (Chuck Rodgers)

- We will be speaking about the salary increase recommendations.

Peer Advisory (Jessica Van Winkle)

- We did have 3 contacts this month and all were related to workers' compensation claims. Part of the consideration is for the questions that are being asked of the persons filing the claim. There have been some concerns, and it is important that the claimants follow the guidelines addressed above to work through these situations.

Policies and Procedures (Kris Koerner)

- Last month Sheryl came to our meeting and gave us some of the background to how policies are formed. It was very informative and helped us understand how we can better serve. We will most likely be reviewing the Data Classification policy which will be open for public comment on April 1.

Professional Development (Amy Tehan)

- We met today and we have some marketing pieces to hand out to everyone. We plan to have registration open by Friday the 14th. We have also prepared email text (thanks to Stacy Renfro!) for all of you to be able to send out to your constituents. We are planning on cutting off the registration on Friday, April 4th. We have door prizes at the end of the day including football tickets, hotel stays, etc. At the April meeting we will be passing around information for session moderators.

Representation (Christian Charbonneaux)

- We met today and we will be seeking nominations for execs in April.

8. **Unfinished Business**

- None

9. **New Business**

- P&S Salary Recommendation Proposal
 - o The recommendation for the Gold proposal fails.
 - o The recommendation for the Cardinal proposal passes by a 2/3 majority.
- 2014 Elections – Call for Nominations for P&S Council Representatives

- Please consider running again if you are eligible; please consider nominating someone who you feel would be a good representative
- Formation of Council Diversity Officer
 - We will be looking at further clarifying the Vice President for Diversity statement. See notes sent out from Amy Tehan.

10. Council Open Comments

- Dick Pfarrer: if you are not doing anything tomorrow night, stop out on Lied Recreation Center for Relay for Life.
- Mike Wilson: The Learning Needs Development assessment is done and is now in a steering committee.

11. For the Good of the Order

- P&S Open Forum: February 11th, 2:00 PM, Memorial Union Campanile Room , Jim Davis, ISU CIO, IT Futures at Iowa State University
- Next Council Meeting: April 3rd, 2:10-4:00, Memorial Union Pioneer
- Next Executive Committee Meeting: February 20th, 1:15-3:00 PM, 107 Lab of Mechanics

12. Adjournment: 3:09pm.