

IOWA STATE UNIVERSITY

Professional and Scientific Council

Thursday, February 5, 2015 Agenda | 2:10- 4:00 PM | Memorial Union Gallery Room

2014-2015 Officers:

President: Amy Tehan
 Secretary/Treasurer: Kate Goudy-Haht
 Vice President UCR: Clayton Johnson
 Vice President EI: Katie Davidson

President-Elect: Tera Lawson
 Past-President: Steve Mayberry
 Vice President UPB: Lisa Rodgers

Attending:

X	Lynn Bagley	X	Makenzie Heddens	X	Dan Rice
X	Jordan Bates	X	Clayton Johnson	X	Lisa Rodgers
X	Jessica Bell	X	Kris Koerner	S	Diane Rupp
X	Samantha Boyd	X	Joyce Lash	X	Erin Schwartz
A	Elena Cotos	X	Tera Lawson	X	Wendy Stensland
X	Katie Davidson	X	Steve Mayberry	X	James Studley
X	Kristi Dillon	X	Jason McLatchie	X	Amy Tehan
X	Bart Dobson	X	Robin McNeely	X	Lindsey Wanderscheid
X	Glen Galvin	X	Jeffrey Miller	X	Amy Ward
X	Kate Goudy-Haht	X	Christopher Neary	S	Lynn Wellinz
X	Ann Greazel	X	Daniel Nutini	X	Mike White
X	Ben Green	A	Sandy Oberbroeckling	X	Mike Wilson
A	Melissa Gruhn	X	Magann Orth	X	Barbara Wollan
X	Katrina Harden Williams	X	Stacy Renfro		

X = Present, A = Absent, S = Substitute

Guests: Andy Bock, Brenda Behling, Sheryl Rippke, Julie Nuter, Silas Pippitt, & Diana Pounds

Substitutes: Joshua McConico for Lynn Wellinz & Char Hulsebus for Diane Rupp

Call to Order & Seating of Substitutes (Tera Lawson) TIME: 2:11

Establish Quorum (Kate Goudy-Haht) Yes, a quorum was established.

1. **Approval of the Agenda** - Yes, agenda stands as approved.
2. **Approval of the Minutes**
 January 2015 Regular Council Meeting - Yes, minutes stands as approved.
3. **Administrative Reports**

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

Jonathan is at the BOR meeting in Cedar Falls today and sends his regrets. Some of the highlights from the BOR meeting:

- \$10,000 degree program - this is supported by the governor, discussions are happening across campus, no decisions made at this time.

- New degree program - Master of Business Analytics Degree, a memorandum of cooperation with University of Iowa was created since they also were approved by the BOR to offer this degree.
- Other BOR items: Forker building renovation project approved, annual diversity report, faculty termination report, and distance education report were presented to the BOR. Reports available at this link: [Iowa Board of Regents](#)
- Flipped classroom initiative supported by President Leath, CELT will coordinate, central funding being used, this involves 22 projects, 80 courses which will benefit 12,000 students, looking at fall 2015 & spring 2016 to start.
- Administrative searchers - Dean of Library finalists will interview in February.

Associate Vice President, University Human Resources (Julie Nuter)

- Slides included with minutes
- UHR now reporting to the Office of the President (instead of Business and Finance)
- HR-01 Business Case (HR Operating Model) - Consultant BOR selected is Chazey Partners
- HR -10 Business Case (P&S search committees) - survey coming out soon to Hiring Managers
- Director of Benefits - completed interviews, will make a decision of who to bring back for second interview
- Director of Compensation - interviews taking place in February
- Looking to fill other positions within UHR as well

Interim Vice Provost, Information Technology, Chief Information Officer (James Kurtenbach)

Three charges:

1. Security - changing approach, working closely with colleges & business units, education focus, you tube videos, clean up and make website simpler
2. Customer Success - high expectation from employees & students, how to find solutions to your problems, be able to call one number - want to provide the "Apple experience", will work with others across campus
3. TIER case studies - met with new consultant, positive about future work that will be completed, figure out ways to be more efficient and effective. Idea of embedding ITS staff into colleges & business units to help with getting to know needs and getting to know staff.

International Students and Scholars Office, Diversity and Retention Coordinator (Silas Pippitt)

Friendships International Program - pairing an international student with a community member, international students growing, starting a new initiative to lessen the strain on individual community members, several planned large events hosted by different community partners, dates to be determined, can get on a list serve if want to get updates on events.

- Email Silas with questions: pippitts@iastate.edu
- Website for more information: <https://www.isso.iastate.edu/>

4. P&S Council Executive Committee Reports

President (Amy Tehan)

- Making progress on 2014-2015 priorities - working on social events, recruitment activities, and training for new councilors. Seminar series will cover reclassification process.
- Tera attended Provost Council meeting and gave update on P&S Council activities this year.

Secretary (Kate Goudy-Haht)

- Expenses for January included \$739.25 for monthly IT Web Service fees, Memorial Union rental fees, Constant Contact newsletter service, awards certificate frames, printing for awards breakfast, and printing for P&S Council flyers.

VP for University Community Relations (Clayton Johnson)

- New Employee Orientation took place on January 20 - 15 new employees!
- Social activities
 - P&S Councilors - brown bag lunch March 26 12-1 p.m., 3512 Memorial Union
 - P&S Councilors - April 5k races/walks - more information will be coming soon!
 - Social gathering for all P&S employees in late Spring - more information will be coming soon!

VP for University Planning and Budget (Lisa Rodgers)-Lisa will meet with her group at end of month

VP for Equity and Inclusion (Katie Davidson)

- Black Faculty & Staff Association (BFSA) - received feedback about recruiting diverse group of councilors
- Women's and Diversity Grants program, application due by March 1st.
<http://www.provost.iastate.edu/what-we-do/diversity/pfo/grants>

5. P&S Committee Reports

Awards (Lindsey Wanderscheid)

- Cytation Award winners announced. List is on P&S Council website:
<http://www.pscouncil.iastate.edu/activities/awards/awardwinners>
- Feb 26 will be the Award Breakfast.
- University Awards due by February 10.
<http://www.pscouncil.iastate.edu/activities/awards>

Communications (Robin McNeely)

- The committee is working on scheduling a seminar in late February/early March - based on supervisor needs assessment
- New P&S Council handout - will continue to make revisions

Compensation & Benefits (Bart Dobson)

- The committee met with Julie Nuter to discuss P&S priorities, we are in alignment, once new directors are in place will work closely with them on P&S priorities
- Salary recommendation proposal - started to draft proposal, first reading will be during March council meeting

Peer Advisory (Jessica Bell)

- Elaine Newell from the Ombuds office attended meeting today, discussed benefits of program & defined how we can help each other
- Will continue to meet with different areas on campus

Policies and Procedures (Kris Koerner)

- Assistance Animals (new policy) - service animals on campus, growing need, address emotional support animals on campus as well, open comment happening right now, look for May 1st implementation, 1st read will be during March council meeting. This is geared toward students in the department of residence right now.
- Video monitoring - address what conditions can video monitoring occur, talking more in PLAC, open comment will be later this spring, implementation date of July 1 (tentative), 1st reading would be during May council meeting.

Professional Development (Lynn Bagley)

- Surpassed registration capacity! Registration is closed.
- Twitter handle is #ISUPSCONF. Sam Boyd will lead the Twitter campaign during the conference. Councilors asked to use the hashtag.
- There is a need for more moderators, if interested stay after the council meeting.
- Thank you to Lynn for leading the effort of coordinating a great conference.

Representation (Stacy Renfro)

- Nominations are now open, 14 seats open (3 year terms) - president's office - 2 seats, student affairs - 2, business & Finance - 1, academic affairs -9
- P&S Council will have session at conference and booth at resource fair to promote council.
- Accepting nominations until March 1.
- March 9-27 voting on AccessPlus will take place.
- Will continue to recruit by newsletter and on social media. Councilors will be asked to send email to constituents as well.

6. Unfinished Business and General Orders

Motion to amend Rules and Bylaws of the Professional and Scientific Council - Second Reading Amendment - Article 7, section 2 - add *per fiscal year* in two spots. Amended Bylaws passed by vote. This goes into effect immediately.

7. New Business

Nominations for Officer Positions - open nominations until March Meeting (before vote)

Vice President for University Planning and Budget - 1 year term

Ben Green -accepted

Vice President for University and Community Relations - 1 year term

Katie Davidson - accepted

Jessica Bell - accepted

Vice President for Equity and Inclusion - 1 year term

No one nominated during meeting

Secretary/Treasurer - 1 year term

Kate Goudy-Haht - accepted

8. Announcements

P&S Council Professional Development Conference: February 12, Scheman, Iowa State Center

Executive Committee Meeting: February 17, 10:00 AM -12:00 PM, 107 Lab of Mechanics

P&S Council Awards Breakfast: February 26, 7:30-9:00 AM, Memorial Union Sun Room

General Council Meeting: Thursday, March 5, 2:10-4:00, Memorial Union Gallery Room

P&S Council Seminar Series: April 14, 2:00-3:00, Memorial Union Campanile Room - Jim Kurtenbach (will be livestreamed)

Adjournment: TIME: 3:47 p.m.