

# IOWA STATE UNIVERSITY

## Professional and Scientific Council

Thursday, March 2, 2017 Agenda | 2:10 - 4:00 PM | Gallery Room, Memorial Union

### 2016-2017 Officers:

President: Clayton Johnson  
Secretary/Treasurer: Melissa Gruhn  
Vice President UCR: Ben Green  
Vice President El: Samone York

President-Elect: Jessica Bell  
Past-President: Tera Lawson  
Vice-President UPB: Jordan Bates

### Attending:

Chelsey Aisenbrey X  
Teresa Albertson X  
Jordan Bates X  
Ryan Barbauld A  
Tonia Baxter X  
Jessica Bell X  
Kara Berg S  
Bethany Burdt X  
Malinda Cooper S  
Jacob Cummings X  
Kristi Dillon X  
Ryan Drollette S  
Glen Galvin X  
Nancy Gebhart X  
Ben Green X  
Whitney Grote X  
Melissa Gruhn X  
Glenn Hansen X  
James Harken X  
Jeff Hartwig X  
Chris Johnsen X  
Clayton Johnson X

Erin Kalkwarf X  
Tera Lawson X  
Kevin Lazard X  
Katy Leichsenring X  
Jason McLatchie X  
Sarah Morris-Benavides X  
Stacy Renfro X  
Lisa Rodgers X  
Brittney Rutherford X  
Matthew Speicher X  
Shankar Srinivasan X  
Joy Stroud X  
James Studley X  
Katie Thorson X  
Nick Van Berkum X  
**Jen Van Ryswyk S**  
Amy Ward X  
Lynn Wellnitz X  
Jamie Wilson X  
Barbara Wollan X  
Samone York X

X = Present, A = Absent, S = Substitute

Guests: Brenda Behling, Erin Rosacker, Jonathan Sturm, Jonathan Wickert, Ed Holland, Sheryl Rippke, Emily Bowers, Leif Olsen, Jennifer Suchan, Casey Smith, Suzanne Ankerstjerne, John Odenweller, John Burnett-Larkins, Monica Ernberger, Maria Pringle, Keesha Ward, Sara Meritt, Katie Getting, Krisdeena Jansen, Emma Hashman, Michelle Thorn, Chrristopher Jorgenson, Jacon Larsen, Lesja Hassall, Susana Bucklin, Mallory Hamilton, Paula Van Brocklin

Substitutes: Robin McNeely for Malinda Cooper, Diane Rupp for Kara Berg, Barry McCroskey for Ryan Drollette, Andrew Fultz for Jen Van Ryswyk

**Call to Order & Seating of Substitutes (Jessica Bell) 2:10 pm**

## **Establish Quorum (Melissa Gruhn)**

A quorum was established.

### **1. Approval of the Agenda**

It was suggested that the name of the open discussion period be changed and that it be a standalone item on the agenda.

It was voted on and approved.

### **2. Approval of the Minutes**

February 2, 2017 Regular Council Meeting

The motion of the betterment of council should have been added as a separate agenda item instead of under new business. The correction was seconded and the change to the minutes will be made.

### **3. Administrative Reports**

#### **Senior Vice President & Provost (Jonathan Wickert)**

- Congrats to the Council on the success of the PD conference.
- The Provost mentioned the recent improvements on the University's first-year retention rates and the 6-year graduation rates.
- The current 88.1% first-year retention is the highest in the recorded history of this rate, the highest among the 3 Reagents institutions, and 10% above the national average. P&S staff should be proud of that as we play a big part in making these students feel welcome and supported.
- 74.3% is the current 6-year graduation rate, which is up 3% from last year. This is also the highest among the 3 Reagents schools and 25% above the national average of our peers.
- Other speakers representing ISU at the latest BOR meeting include representatives from the ISU ROTC program and 2 faculty members who were recently elected to the National Academy of Medicine.
- The BOR also approved changes to ISU's online course catalog. Faculty made recent efforts to really scrub the course catalog to delete obsolete courses.
- LMS -ISU's learning management system currently used is BlackBoard. There is a current RFP to replace that learning management system. Constituent groups will have a chance to test and weigh-in on the choices in the future. Presentations from vendors and testing will be taking place in April and the final system should be implemented around the start of Fall semester for "early adopters". Fall course teachers should have the choice on which systems to use for Fall but by Spring '18 all courses will be switched over.

***Discussion/Comments: There was a question about how long the University has been using BlackBoard and whether or not the new system will be connected to Workday implementation. The Provost indicated that there will be some limited crossover, specifically identity management programs.***

#### **Faculty Senate (Jonathan Sturm)**

- Faculty continue to assess enrollment management issues. The Senate will be voting next week to raise the required GPA for transfer students to 2.5 from 2.0 for those who have not completed a 2-year degree.
- There is a task force which will be bringing forth recommendations on faculty classifications and some updates to faculty status nomenclature such as updating the name of "non-tenure eligible faculty" to something else.

***Discussion/Comments: There was a question about how many potential students may be affected by the increase of the required transfer student GPA.***

#### **Director, University Human Resources (Ed Holland)**

- FLSA update: The federal FLSA implementation has been delayed again for another 60 days.
- House file 291 passed which affected collective bargaining in the state.

- Some of the significant changes were outlined in Ed's PowerPoint presentation including what is permissive and what is not permitted to discuss during collective bargaining sessions.
- Nothing changes until the end of the current contract which ends in June 2017.
- There is still a potential for an injunction before these changes are implemented as request was filed on 2/20/17.

***Discussion/Comments: There was a question about which employees at the University were covered under the AFSCME contract. There are about 1300 or so non-P&S employees.***

***There was also a question about the status of the Classification and Compensation review. Ed indicated that the contract with the consultant group was being tweaked and should be fully signed very soon, probably within the next several days.***

#### **Report on the Sexual Misconduct Leadership Committee, Green Dot event (Nick Van Berkum)**

- Nick presented a PowerPoint which outlined the Green Dot program which focused on ways to reduce violence through bystander intervention.
- ISU will be implementing the Green Dot program and should be training students, faculty and staff beginning this summer and it should be more wide-spread after that.
- ***Discussion/Comments - There was a comment that the Green Dot program is research-based program which is proven to reduce violence. There was also a question if this program could eventually be available through ISU Learn.***

## **4. Professional and Scientific Council Executive Committee Reports**

### **President (Clayton Johnson)**

Good afternoon everyone!

First of all, congratulations again to the Conference Sub-Committee and the entire Professional Development Committee for executing another successful Professional and Scientific Council Professional Development Conference! I have chatted with several colleagues over the past couple days, and have heard nothing but rave reviews!

I have a few general updates for you, and I have a few items that Councilors submitted to me as issues they would like for me to cover.

The main item of which I want to update you is the development of the Campus Climate Survey. On February 21, the Campus Climate Workgroup met with Dr. Susan Rankin, of Rankin and Associates—the consultant developing the Campus Climate Survey. Just as a reminder, work around the Strategic Plan is divided between 2 groups: the larger Strategic Plan Goal 4 Implementation Team, and the smaller Campus Climate Workgroup. The Workgroup includes representatives of a number of offices and constituent groups: Professional and Scientific Council, Faculty Senate, undergraduate students, graduate students, Student Affairs, the Provost's Office, Institutional Research, Equal Opportunity, the Vice President for Diversity and Inclusion, the Registrar's Office, etc.

During the three-hour initial meeting of the Workgroup, we received a general overview of the Campus Climate Survey project (including a proposed timeline), and we began formatting some of the questions for the Campus Climate Survey. We specifically focused on the "Screener" questions—which are questions that identify individuals as faculty, staff, or students and then further clarifies from there (job title, major, college, etc.) and we also focused on the "Demographic" questions (race, ethnicity, sex, gender identity, sexual orientation, etc.). Our next meeting will be Wednesday, March 22, at which I anticipate we will be tackling the next portion of the proposed Campus Climate Survey. The larger Strategic Plan Goal 4 Implementation Team did not meet in February. The next meeting of that group is schedule for Wednesday, March 29, so I will be reporting on that meeting in April. The Campus Climate Survey will likely be administered campus-wide in the Fall 2017 semester, and just as a reminder, work towards this survey directly relates to several items with our Council Strategic Initiatives, including our initiative on Diversity and Inclusion.

In March the search committee for the next Vice President for University Human Resources will begin meeting more frequently as we begin reviewing applicants, so stay tuned for updates on this item as well.

- Clayton also reminded the group of the Council's Strategic Initiatives and how Council is currently addressing issues related to these initiatives. Completed and current initiatives were identified and presented in a PowerPoint presentation.

***Discussion/Comments:*** Clayton asked for some feedback regarding the role of the Council President and how he could better serve Councilors and encouraged greater communication between Councilors.

#### **Secretary/Treasurer (Melissa Gruhn)**

- Melissa reminded the group that everyone should have signed one of the sign-in sheets when they came in.

***Discussion/Comments:*** None

#### **VP for University Community Relations (Ben Green)**

- Ben submitted a written report which gave a brief update on the status of the Council's annual social event. This event is for all Professional and Scientific employees to network and be part of the employee community. Ben's planning group will be meeting on March 16th to finalize a time and location.
- This event relates to our FY17 priorities - Council Communications - maintaining open lines of communication between Professional and Scientific councilors and their constituents.

***Discussion/Comments:*** None

#### **VP for University Planning and Budget (Jordan Bates)**

- Jessica discussed that the additional \$1 million in budget cuts to ISU will be handled in the same manner as the original reduction. The University will limit the impact these cuts will have on students. The total budget cut for ISU totals around \$9 million now.

***Discussion/Comments:*** None

#### **VP for Equity and Inclusion (Samone York)**

- Samone gave a PowerPoint presentation highlighting the events she has attended this month including the ISCORE conference and other opportunities for others to participate in diversity and inclusion-related issues.

***Discussion/Comments:*** None

## **5. Professional and Scientific Council Committee Reports**

#### **Awards (Kara Berg)**

- Jessica Bell read an update from Kara Berg which will be included with the minutes.

***Discussion/Comments:*** None

**Communications (Amy Ward)**

- Amy will submit a written report to be included with the minutes.

*Discussion/Comments: None*

**Compensation & Benefits (James Studley)**

- James will submit a written report to be included with the minutes.

*Discussion/Comments: None*

**Peer Advocacy (Nick Van Berkum)**

- Nick will submit a written report to be included with the minutes.

*Discussion/Comments: None*

**Policies and Procedures (Bethany Burdt)**

- Bethany will submit a written report to be included with the minutes.

*Discussion/Comments: None*

**Professional Development (Jim Harken)**

- Jim gave another congratulations to the PD committee and conference sub-committee for a successful conference earlier this week.
- Jim also reminded the group of several upcoming PD opportunities which are on the Council calendar.

*Discussion/Comments: There was a question about whether the committee had any data on P&S employees who were not able to attend the conference due to budget limitations. The committee indicated that they do not currently have a good way of collection that data.*

**Representation (Stacy Renfro)**

- General council nominations close March 10<sup>th</sup>. We are still in need of more nominees. Elections open on March 20<sup>th</sup>.

*Discussion/Comments: None*

**Shared Governance - Ad Hoc Committee (Jeff Hartwig)**

- The committee is still developing definitions and resources regarding this issue. They are planning on contacting other groups under the shared governance structures to set up a meeting.

*Discussion/Comments:*  
None

**6. Unfinished Business and General Orders**

Motion to Amend Professional and Scientific Council Bylaws to Reflect the Current University Structure

- The 2<sup>nd</sup> read of the motion took place. Stacy indicated that they did not receive any additional feedback after the last Council meeting.
- The floor was opened for discussion but there were no additional comments so a vote was held.

- The motion passed unanimously.

## **7. New Business**

Nomination to fill vacancy in Division of Academic Affairs

Clayton nominated Aaron Fultz to replace Jen Van Ryswyk. A vote took place and the appointment was confirmed.

Aaron gave a few remarks about his experience with the University and with Council. He will be serving on the Policies and Procedures Committee

Motion to create Equity and Inclusion Committee

Samone brought forth the motion. It was distributed earlier so the motion was not read.

*Discussion/Comments: There was a question about why the makeup of the committee included the Council President, Past-President, and President-Elect. It was discussed that this is a typical structure of a committee. There were many comments supporting that an entire committee would be more effective in this area than just one person working on these issues.*

### **Officer Nominations and Elections**

#### **President-Elect**

Jeff Hartwig and Stacy Renfro were nominated previously. There were no other nominations from the floor for this position.

Jeff Hartwig declined his nomination and Stacy Renfro was elected by Council vote.

#### **Vice President for University Planning and Budget**

Jordan Bates declined her nomination and Bethany Burdt was nominated from the floor.

Bethany Burdt was elected by Council vote.

#### **Vice President for University and Community Relations**

Nick Van Berkum was previously nominated and Shankar Srinivasan was nominated from the floor.

Nick Van Berkum was elected by Council vote.

#### **Vice President for Equity and Inclusion**

Samone York was previously nominated and there were no new nominations from the floor.

Samone York was elected by Council vote.

#### **Secretary/Treasurer**

There were no previous nominations. Barb Wollan, Joy Stroud, and Jacob Cummings were all nominated from the floor.

Jacob Cummings was elected with over 50% of the vote so no run-off was necessary.

*Note: The Council voted to extend the meeting time by 10 minutes, twice, in order to finish the election process.*

**8. Open Discussion for the Betterment of Council**

None due to time restraints.

**9. Announcements**

Announcements from Councilors - none

**Executive Committee Meeting:** March 20, 10 AM -12 PM, 107 Lab of Mechanics

**General Council Meeting:** April 6, 2:10-4:00 PM, Memorial Union Gallery Room

**Seminar Series Event:** Passwords and Qualtrics Seminar - March 14, 2 - 3 PM, Memorial Union Gallery Room

**Adjournment 4:20 pm**