

IOWA STATE UNIVERSITY

Professional and Scientific Council

Thursday, April 6, 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 EI: Samone York

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

Attending:

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

Clayton Johnson X
Erin Kalkwarf X
Tera Lawson X
Kevin Lazard X
Katy Leichsenring S
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 S
Nick Van Berkum A
Amy Ward A
Lynn Wellnitz A
Jamie Wilson X
Barbara Wollan X
Samone York X

X = Present, A = Absent, S = Substitute

Guests: Brenda Behling, Erin Rosacker, Sheryl Rippe, Michelle Thorn, Jonathan Sturm, Jonathan Wickert, Jim Kurtenbach, Ed Holland, Randy Larabee

Substitutes: Kelly Friesleben, for Katie Leichsenring
Kelvin Leibold for Ryan Drollette
Kate Goudy-Haht for Stacy Renfro
Matt Dahlsten for Chelsey Aisenbrey
Josh Obrecht for Katie Thorson

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

Establish Quorum (Melissa Gruhn) - A quorum was established.

1. Approval of the Agenda - No corrections to the agenda. Approved as stands.

2. Approval of the Minutes

March 2, 2017 Regular Council Meeting minutes updates:

Spelling corrections to Aaron Fultz's name and to the Iowa Board of Regents were suggested, as well as a typo fix to change the new minimum transfer GPA from 2.5 as reported to the correct 2.25.

3. Administrative Reports

Senior Vice President & Provost (Jonathan Wickert) -

Note - the order of the agenda was switched to accommodate Provost Wickert.

- Provost Wickert gave some background information and some updates about the recent issues surrounding the faculty member who had given his World Language and Cultures class an assignment to think about other cultures and to write a narrative from a terrorist's point of view.
- He talked about the history of this assignment and how it came to be reported in the national news.
- He also provided some insight into the University's response to the media coverage.

Director, University Human Resources (Ed Holland)

- Ed gave some updates on a few recent UHR initiatives.
- The Talent Acquisition website is now phone/mobile enabled.
- TIAA President and CEO Roger Ferguson, Jr. will be visiting the University on April 11th. He will be giving two presentations. From 4-5 pm in the MU Sun Room he will be speaking about his personal journey with diversity. From 5:30 - 6:30 pm in the same room he will be speaking on building financial security.
- Learn@ISU transitioned to a single sign-on in mid-March. Since July 1, 2016 32,876 courses have been completed through Learn@ISU. The majority (about 64%) of those have been EH&S courses. The rest are UHR and other professional development courses.

Discussion/Comments - There was a discussion about the status of the Classification and Compensation review. Ed indicated that there is a kickoff meeting scheduled for April 14th. There were also questions about how reclassifications will be handled during the review. Ed said he would have to talk to Kristie Darr and report back about how that will be handled.

Faculty Senate (Jonathan Sturm) -

- Jonathan indicated that this would be the last P&S Council meeting as his term as Faculty Senate President will be coming to an end.
- He will be meeting with Interim President Ben Allen around April 17th to discuss the University's transition after the departure of President Leath.
- The Faculty Senate has been assured by the Board of Regents that faculty and staff will be involved in the search for a permanent replacement for Leath.
- Jonathan also shared some information on salary increase trends and employer/employee health insurance trends for 2017. He will be sharing some similar information in his remarks to the Board of Regents later this month.
- Financial Literacy course update: Pilot students indicated that they felt much more confident in managing their money after taking the course. This is likely to be a good alternative to teaching a classical, in-class course to all incoming freshman.

Chief Information Officer - (Jim Kurtenbach) -

- Jim gave an overview of the Iowa State University roadmap which led up to the need for and selection of the new Workday enterprise system. He also talked about the goal of the ITS group is to make ISU employees successful by supporting them with technology.
- Last, Jim gave a systems update which included mention of the new enterprise license the University has on Smartsheets, talk about identity and management systems like Okta, Workday, LMS Blackboard, and others.

Discussion/Comments - There was a question about the support of password manager systems. Jim talked about how the new product Okta may have some of those capabilities and whether another password management system is needed.

There was also a question about where a list of software used on campus exists and how Council can help disseminate that information. Jim has a team coming up with this list and which programs ITS recommends. He also indicated that most newly purchased software enterprise programs are available to other Regent institutions.

Transportation Advisory Council Report (Randolph Larabee)

- Randy gave some updates on some transportation issues that affect faculty and staff.
- For FY18 the Transportation Advisory Council have recommended that the cost of parking permits and fines will remain the same as FY17.
- There have been some issues with the large number of visitor permits being requested on campus and the council is exploring a solution.
- Randy shared a list of 2017 Parking Systems funded projects which included several parking lot rebuilds and seal coatings.
- Summer projects will include replacing traffic signals at Pammel/University and Stange, some Osborn Drive sidewalk work in the Physics and Gilman areas, and other sidewalk repairs on the NE quadrant of campus.
- 2018/2019 road projects
- There are some major road projects planned for 2018/2019 including phased work to Bissell Road and other future topics under consideration.

Discussion/Comments - A question was asked about whether there is a current ISU website that lists all transportation-related project. Randy indicated that some of these are listed

on the FPM website and some have been announced in their newsletter and Inside Iowa State.

4. Professional and Scientific Council Executive Committee Reports

President (Clayton Johnson)

- Clayton gave an update on the many of the ongoing issues he has been involved with in his role as Council President.
- The report included updates on the activities of the Awards, Representation, and Communications Committees; the ISU President Search and Interim appointment; the VP of UHR search; and ISU Strategic Plan Goal 4.
- He also discussed his upcoming statement to the Iowa Board of Regents at the end of April and some of the salary-related topics he will share with the IBOR.

Discussion/Comments - Clayton asked for input regarding how to better prepare and inform out guest speakers on pertaining to P&S Employees. There were some discussion regarding whether or not invited speakers should tailor their comments to Council strategic initiatives. There were views on both sides of the issue.

There was a brief discussion about when and how speakers are identified and whether the Council can submit questions or topics in advance to speakers and constituents.

Secretary/Treasurer (Melissa Gruhn)

- Melissa gave a reminder to make sure everyone in attendance needs to sign in on one of the attendance sheets.

VP for University Community Relations (Ben Green)

- Details are coming soon for the annual spring event for all P&S employees.
- A brown bag lunch event for all P&S employees will be held at 12:30 on April 18th in the Gallery Rom of the MU with Kristi Johnson Lynch the guest speaker.
- A Brown Bag for just P&S Councilors will be held at 11:30 on May 12th in the Campanile Room of the Memorial Union.

VP for University Planning and Budget (Jordan Bates)

- Jordan will have some budget development updates and presentation at the next two Council meetings.

VP for Equity and Inclusion (Samone York)

- Samone gave a PowerPoint presentation on upcoming diversity and inclusion-related events coming up on campus and the Ames area.
- She also mentioned that the University Award for Inclusive Excellence is designed to give recognition to individuals who have advanced the university's mission of diversity, equity, and inclusion. The award selection is currently under review and the winner will be announced next month.

5. Professional and Scientific Council Committee Reports

Awards (Kara Berg)

- Congrats to all the Citation award winners.
- Thanks to Councilors and Awards Committee members and all those who contributed to the success of the Awards Breakfast.
- The University awards are being reviewed and results will be announced soon.

Communications (Amy Ward)

- The Communications Committee spearheaded a successful conversion of Council elections from AccessPlus to Qulatrix.
- There were a small number of issues but they were all fixed and we had the largest voter turnout on record.

Compensation & Benefits (James Studley)

- The first read of this year's annual Salary Recommendation statement will take place at next month's meeting.

Peer Advocacy (Nick Van Berkum)

- No report

Policies and Procedures (Bethany Burdt)

- The PLAC meeting for March was cancelled and the next one is scheduled for April 25th.
- The Student Withdrawal policy is open for comments. Council was not identified as a stakeholder so it did not come through Council for a recommendation.
- The Discrimination Policy is being updated but did not go through PLAC because changes were minor. Council will be providing feedback on communicating these minor changes to Council and to all P&S employees.
- The Policies and Procedures Committee is working on a Motion to add language about how policy changes are communicated and updated on the Council website.

Professional Development (Jim Harken)

- A 99% positive feedback rate for the Professional Development Conference was received. The Committee is compiling other survey results to share with Council.

Representation (Jeff Hartwig for Stacy Refro)

- The Committee is working on finalizing the election results and the term length assigned to elected Councilors.
- The Peer Advocacy and Representation Committees had a joint meeting to work on updating new Councilor Orientation. There are lots of new ideas to improve incoming new councilor experience.

Shared Governance - Ad Hoc Committee (Jeff Hartwig)

- No new information to share at this time.

6. Unfinished Business and General Orders

- The Motion to create Equity and Inclusion Committee
The second read took place and there were no new questions or comments about the motion.
The motion was seconded and approved by a Council vote.

7. New Business

None

8. Open Discussion for the Betterment of Council

None

9. Announcements

Announcements from Councilors

- Reiman Gardens has a new display coming that everyone is encourage to check out.
- The Block and Bridle Club learning day will be held this Saturday from 9-2 at Hansen Agriculture Student Learning Center. Baby animal will be on display and lots of food will be available.

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

Brown Bag Lunch: All P&S Employees Invited - April 18, 12:30 - 2:00 PM, Memorial Union Gallery Room

Seminar Series Event: Leadership Principles with Kristi Johnson Lynch, April 18, 2 - 3 PM,
Memorial Union Gallery Room

General Council Meeting: May 4, 2:10-4 PM, Memorial Union Gallery Room

Adjournment: 3:51 pm