

# IOWA STATE UNIVERSITY

## Professional and Scientific Council

Thursday, December 7, 2017 Agenda | 2:10 - 4:00 PM | IMU Gallery

### 2017-2018 Officers:

President: Jessica Bell

Secretary/Treasurer: Jake Cummings

Vice President UCR:

Vice President EI: Samone Whitfield

President-Elect: Stacy Renfro

Past-President: Clayton Johnson

Vice-President UPB: Jordan Bates

### Attending:

Tim Ashley X

Jordan Bates S

Jessica Bell X

Kara Berg A

Eduardo Boro X

Emily Bowers X

John Burnett-Larkins X

Rick Charles X

Malinda Cooper S

Janice Crow X

Jake Cummings X

Ryan Drollette X

Carolyn Duven X

Kelly Friesleben X

Jason Follett X

Jim Harken A

Glen Galvin X

Whitney Grote S

Jeff Hartwig S

Chris Johnsen X

Clayton Johnson X

Erin Kalkwarf A

Matt Laurich X

Tera Lawson X

Barry McCroskey X

Jason McLatchie X

Sarah Morris-Benavides X

John Odenweller X

Sara Parris X

Amanda Rasmusson A

Stacy Renfro X

Brittney Rutherford X

Casey Smith A

Shankar Srinivasan X

Joy Stroud X

Samone Whitfield X

Barb Wollan X

X = Present, A = Absent, S= Substitute

Guests: Michael Newton, Ed Holland, Sheryl Ripke, Jill Pretzer, Brenda Behling

Substitutes: Kate Goudy for Jordan Bates, Robin McNeely for Mindy Cooper, Jill Pretzer for Whitney Grote, Tami Corcoran for Jeff Hartwig

Call to Order (2:10 pm) & Seating of Substitutes (Stacy Renfro)

Establish Quorum (Jake Cummings) Yes, a quorum was established.

### 1. Approval of the Agenda

Add to new business the nomination of two new councilors. Seconded. Voted. Passed.

### 2. Approval of the Minutes

No additions or corrections for the November minutes.

### 3. Administrative Reports

Senior Vice President & Provost (Brenda Behling)

There was an update on the searches for the Dean of Veterinary Medicine and the Vice President for Extension and Outreach. Search committees are hard at work, and a search firm has been engaged for the open position for the Dean of the College of Agricultural and Life Sciences. Joe Colletti is service as interim dean of CALS as of 11/20.

Jimi Kurtenbach is no longer serving as VPCIO. Kristen Constant serving in interim role of VPCIO.

President Wintersteen hosted her first President's Council this morning.

The first reading for tuition setting will occur at the February Board of Regents meeting. The purpose will be the review by the Board upon recommendation of the task force.

#### **Questions/Comments:**

How will the late consideration of tuition increase effect the subsequent budget? There are a number of factors that go into the budget. There is a consideration of differential tuition, with a number of programs identifying new differentials, including ongoing discussion with deans and students. The Regents are well aware of that plan. Also, what happens with the legislative session will impact all of that.

#### **Director of Benefits (Ed Holland)**

There were three basic status reports. UHR's work on the Classification and Compensation Review continues, and appears to be on time. Right now UHR is looking at job families and how jobs are leveled, which should take the process through to January/February. You can go to the website via the UHR home page for any new or updated timelines of FAQs.

For the most part the open change period for benefits is over. There were significant changes in bringing merit individuals on board with the ISU Plan. It was a major undertaking. Almost 1300 people enrolled!

The way in which we define how supervisory organizations are set up within Workday is currently on its third iteration. We were able to verify about 90 percent of our employees within that "Sup Org". We will need a little more training in working with people to help establish those groups within those "Sup Orgs". Things are improving with each new iteration.

#### **Questions/Comments**

Have any P&S Employees been informed that they are non-exempt as compared to exempt? Not to my knowledge.

#### **Chief of Police (Michael Newton)**

Department of Public Safety (DPS) Overview - Our Vision: Pursuing excellence in public safety while moving forward building community. We are trying to be proactive in working with the University community, e.g., having officers out in the community and meeting people. The DPS, including the police department and parking, is a team of law enforcement and parking personnel working in partnership with the university community.

We are budgeted for 38 sworn, state certified police officers, we are at around 1 per 1,000 students. The national average is about 1.5 per 1,000 students. There is an extensive training process for new officers. There is a year long academy process.

Social media is a large part of what we are doing for our community outreach.

#### **Questions/Comments:**

The org chart what is TAM? Threat assessment management, comprised of two officers.

When the Safe Ride app came on, my students really liked it because they don't have to talk to people.

The GreenDot Program - is ISUPD going to have any involvement? Yes, we do have individuals and are supportive.

#### **Faculty Senate President (Tim Day)**

Not in attendance

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

**President (Jessica Bell)**

I hope everyone had an enjoyable Thanksgiving break! I certainly enjoyed mine, spending it in Oahu and Maui! I highly recommend it!

The Executive Committee has meet, a few times, over the past month. Our focus has been on offering insights to inform committees about the motions we'll see later today, and to start writing what we're calling a "white paper" about Professional and Scientific Council to share with President Wintersteen during a meeting I'm having with her tomorrow morning.

This morning, the first President's Council hosted by President Wintersteen was held. Dr. Wintersteen started the morning off with expressing the need to create a culture of communication, transparency and trust. She intends to start through having listening sessions across the university. This includes with Professional and Scientific Council. I will provide details when I have them. One of the questions she received this morning was about the impact of shared services, and how it really isn't defined. There will be a meeting about just that on Monday, December 11<sup>th</sup>, and we will have a seat at that table. I will keep you posted.

Finally, As our current by-laws state in Article IV, Section 3 - Ad Hoc committees may be created or dissolved by the president of council. - I am creating an Ad Hoc committee to represent P&S Employees interests regarding opportunities for improvement in the area of information technology. The committee shall meet to identify the opportunities and meet with the Interim CIO to discuss P&S Employees experiences and ideas. The chair of the committee has a seat on the Technology Enterprise Advisory Committee (TEAC). I have appointed Amy Ward as chair. Anyone interested in serving on the Ad Hoc IT Opportunities Committee, please contact Amy Ward.

**Questions/Comments:**

None.

**Secretary/Treasurer (Jake Cummings)**

No report.

**Questions/Comments:**

None.

**VP for Equity and Inclusion (Samone Whitfield)**

BFSA Holiday was well attended and was a lot of fun. There will be another event - the BFSA will adopt a family of African descent. Gifts can be provided to Simone.

The People of Nia Celebration on December 14, 2017 from 6-8 in the Campanile Room.

The AAPI FSA is having an end of semester social at the Szechuan House on December 19, 2017.

Green Dot training on January 9, 2018 from 2 to 3 pm at the MU Pioneer Room. Check it out!

**Questions/Comments:**

The invitation for the people of NIA Celebration - we have been inviting all of the university community. It is a time to celebrate these students.

**VP University Community Relations (Teresa Albertson)**

No report.

**VP University Planning and Budget (Jordan Bates) [GET]**

No report.

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

**Awards (Clayton Johnson for Jim Harken)**

For your information, I wanted to release the full number of nominees:

CYtation Nominations: 29 (up by 4 from last year)

Woodin CYtation Nominations: 12 (down by 3 from last year)  
Team CYtation Nominations: 21 (up by **13** from last year!)  
New Councilor CYtation Nominations: 1 (down by 1 from last year)

**Questions/Comments:**  
None.

**Communications (Amy Ward)**

This month there has been a lot of work done. The newsletter will look different next month, which included a great deal of work.

**Questions/Comments:**  
None.

**Compensation and Benefits. (Ryan Drollette)**

Congrats to Jeff for his new baby girl! The committee has been working hard and diligently on the compensation recommendation for a first read. We wanted to forward this document to university administration as the next legislative session begins. We hope to have it for executive committee review soon, and ready for a first read subsequent to that.

**Questions/Comments:**  
We really encourage Councilors review and comments, with adequate time to do so.

Clarification - If you bring it to Council during the January meeting we will need to vote to suspend the bylaws to have a second read during that January meeting. So please take the opportunity to review the documents when they are distributed.

**Peer Advocacy (Katie Thorson)**  
No report.

**Policies and Procedures (Aaron Fultz)**  
No report.

**Professional Development (Tera Lawson)**

We hope to see you at Protection for your Family: Finances and Your Future, the December 12<sup>th</sup>, Professional Development Series. The January seminar series will be a one-hour GreenDot session on January 9, in the Pioneer Room. There will not be a February seminar series event.

**Professional Development Conference Sub-Committee** - registration is open today!!!! 32 sessions with 47 speakers at the Scheman Building. All of the information can be found through the Professional and Scientific Council website.

**Questions/Comments:**  
None.

**Representation. (Sarah Morris-Benavides)**  
No report.

**6. Unfinished Business**

Sexual Misconduct Motion

There was a second reading.

The committee will move to endorse the amended and updated sexual misconduct policy.

There were comments made upon the motion.

There was a Motion to amend, to add Kristi Dahr to distribution list. Seconded. No comments. Voted.  
The Motion to add Kristi Dahr to the distribution listed passed.

There was a vote for endorsement of the amended and updated policy. Motion passed.

#### Donated Leave Policy Motion

The second reading

The committee moved to endorse the amended Donate Leave Policy

There were comments upon the motion

There was a Motion to amend, and remove Ed Holland from the distribution list. Seconded.

There were comments that Ed Holland's office authored this document, which was why Ed was included. There was a Vote on the motion to amend. The motion was lost.

There was a vote for endorsement of the policy. A vote was held. The Motion carries.

#### Vice President for University Community Relations

Sarah Morris-Benavides

We are still open for nominations. We have received one nomination. Are there any others?

Nomination for Kelly Friesleben Katy Thorson seconded.

Nomination for Amy Ward. Seconded by Tera Lawson.

Nominations were closed.

There was an opportunity for each of the nominees to speak.

Jason Follet made comments

Kelly Friesleben made comments

Amy Ward made comments

A vote was held by secret ballot. Kelly Friesleben was elected

### **7. New Business**

Motion to Amend Council Rules and Bylaws

We will be presenting next month an amendment the Council rules and bylaws, which will be distributed via email soon. There will be a first read at next Council meeting. Send any comments you have to the Policies and Procedures sub-committee. pans-pp@iastate.edu

Classification and Compensation Extended Project Team Update

The initial JPT review has occurred, and the vendor has been on campus to discuss.

No questions or comments

Nominations of two new Councilors, Division of Academic Affairs and Division of Student Affairs

Bell nominated Monica Ernberger to fill the vacancy in the Division of Academic Affairs. Ernberger made comments. Nomination was seconded. Vote for appointment to fill the vacancy. Ernberger was appointed.

Bell nominated Maricel Lloyd (Lloyd) to fill the vacancy in the Division of Student Affairs. Lloyd made comments. Nomination was seconded. Vote for appointment to fill the vacancy. Lloyd was appointed.

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

None.

**9. Announcements**

**Announcements from Councilors**

Announcements were made.

**General Council Meeting:** January 4, 2018, 2:10-4:00, Memorial Union Gallery Room  
**P&S Seminar Series December 12,** 2:00 p.m. - 3:00 p.m.

**Adjournment (3:37)**