

IOWA STATE UNIVERSITY

Professional and Scientific Council

Thursday, May 2, 2019 Agenda | 2:10 - 4:00 PM | Gallery Room, Memorial Union

Attending:

Suzanne Ankerstjerne	X	Lloyd	X
Tim Ashley	X	Barry McCroskey	X
Jordan Bates	X	Jason McLatchie	X
Jessica Bell	X	Lindsay Moeller	X
Ben Boecker	X	Chris Morgan	X
Emily Bowers	X	Sarah Morris-Benavides	X
John Burnett-Larkins	X	Dustin Moscoso	X
Malinda Cooper	X	Chris Myers	A
Janice Crow	X	John Odenweller	X
Ryan Drollette	X	Sara Parris	X
Jason Follett	X	Don Paulsen	S
Kelly Friesleben	X	Natalie Reich	X
Robyn Goldy	X	Stacy Renfro	X
Whitney Grote	X	Brittney Rutherford	X
Jeff Hartwig	X	Jamie Sass	X
John Hascall	X	Casey Smith	X
Lesya Hassall	X	Shankar Srinivasan	X
Chris Johnsen	X	Joy Stroud	X
Kara Keeran	X	Katie Thorson	X
Jacob Larsen	X	Trevor Warzecha	A
Matt Laurich	S	Amy Ward	X
Tera Lawson	X	Barb Wollan	X

Call to Order & Seating of Substitutes (Amy Ward)

Meeting called to order at 2:10 PM

Substitutes: Butch Hansen for Matt Laurich, Claus Niesen for Don Paulsen

Establish Quorum (Joy Stroud)

A quorum was established.

1. Approval of the Agenda

Motion to add under 'New Business' a Motion to Expand Efforts to Promote Inclusive Professional and Scientific Meetings

Vote – Approved

Motion to add under 'New Business' a motion to join efforts to establish and refine a university policy against bullying intimidation and harassment on campus;

Vote – Approved

Motion to strike under 'New Business' the following motions due to duplication in Old Business:

ISU Hiring and Employment Guidelines

Hiring and Employment Policy

Motion to endorse Hiring and Employment Policy

Vote – Approved

The agenda of the May 2, 2019 Regular Council Meeting was approved as amended.

2. Approval of the Minutes

April 3, 2019 Regular Council Meeting

Motion to change under ‘Senior Vice President and Provost Office (Brenda Behling)’ Director for V-Rec to VRAC.

Vote – Approved

The minutes of the April 3, 2019 Regular Council Meeting were approved as amended.

3. Administrative Reports

Senior Vice President & Provost (Jonathan Wickert)

- Administrative appointments – Engineering Dean
 - Sarah Nusser reappointed as 2nd 5-year term of VPR
 - Interim Dean of Library
 - University Library Dean – starting up a search committee with work over the summer
- Legislative update – appropriations from the state - \$12M; BOR will decide how they will split it among the three universities;
 - Passed the bill to uphold the 1st Amendment freedom of speech;
 - Passed the bill regarding tasers – cannot ban tasers on campuses except for buildings and athletic facilities; handheld only – non-projectile;
 - Capital projects bill – moving funding for innovation building to the end of the build cycle;
 - The Governor has not signed any of these bills;
- Board Of Regents meeting yesterday via telephone – couple tuition rates with appropriations; tuition generally decided by the BOR; shifted timing to right after the legislature ends; Presented tuition proposal – we are still the most affordable large university in the state; Second reading at the June meeting.

Question: Has the Governor signed off on our appropriation?

Answer: No, not yet.

Interim Vice President and CIO (Kristen Constant)

- WorkCyte Training
 - Instructor led
 - Computer-based

Question: Recorded instructor-led courses; will they be open for all?

Answer: Yes, we are trying to.

Question: In Inside Iowa State today, there was information regarding readying faculty for WorkDay; are there also training platforms for staff – in Inside Iowa State;

Answer: Did it say that? Yes thanks for pointing that out.

Statement: After transition teams are completed; there will be more information and training needed; are you prepared for this?

Answer: There is a plan for ramping up to offer more training if needed.

Diversity & Inclusion (Nicci Port)

- www.diversity.iastate.edu/gsdi
- Information re: Gender and Sexual Diversity Initiatives (GSDI)

Faculty Senate (Peter Martin)

- This is his last meeting with us; gavel will be turned over to Jonathan Sturm;

- No unfinished business left with the faculty senate;
- Taskforce support on teaching assessments and evaluations; faculty senate put together a report for improvement; should be on the faculty senate website soon.

Extended Projects Team (Tera Lawson)

Question: Will any of the information be open to review by the public?

Answer: As Emma Houghton continues to say, this is art, not a science – matched to market using different surveys; I will ask if these surveys will be open to the public; I do not know the answer; AON has done all of this research.

Question: Is it possible that paying more attention to the market could exacerbate gender disparity – specifically females?

Answer: They have been looking at the position and the responsibilities of the position, not gender or person.

4. Professional and Scientific Council Executive Committee Reports President (Stacy Renfro)

Good afternoon. I have a shortened report for you this month as our agenda includes important new business and unfinished business. Normal activities continued. A couple of things to make you aware of:

- Three councilors expressed interested in the Classification and Compensation Steering Committee - Joy Stroud, Chris Johnsen, and Sara Parris;
- Professional and Scientific Council was asked to give a statement regarding FY20 Salary Policy at the April 2019 Board of Regents meeting in Iowa City. I am presenting my remarks here as special report FY19SP02 so it is officially recorded in the Council docket
- Amy and I have been working with the WorkDay team along with John Odenweller who is a member of the PIT crews on behalf of Professional and Scientific Council;
 - The team has asked for the Council's collaboration in a **Pilot of WorkDay Readiness Survey** - The pilot assessment is for the participants to test out all questions to ensure clarity and also to gain an initial understanding of PIT Crew and P&S Council's level of readiness for Workday go-live. The survey will be sent to Council after this meeting. The survey will be closed by the end of the day on May 6.
- The Professional and Scientific Council Committee Preferences Survey will go out after this meeting and are due by next Friday.

As we wrap up this Council year, I continue to be impressed by the work of the Council Committees and VPs. I look forward to meeting all of the new Councilors. Thank you.

Secretary/Treasurer (Joy Stroud)

- April year-to-date budget presentation with end of fiscal year 19 expense projections (see attached).

VP for University Community Relations (Kelly Friesleben)

- Please attend the Meet and Greet on the May 21. Take an afternoon break and bring a colleague to meet your P&S Councilor!

VP for University Planning and Budget (Barry McCroskey)

The budget situation on campus has been very fluid and dynamic in recent days. The various pieces are starting to come together but the complete picture isn't yet entirely clear. I want to take a few minutes to update council on where we stand on the various budget matters. Keep in mind this is an ever changing environment. Some of what I present today may very well change in the coming weeks.

- First, the state appropriation. The Board of Regents (BoR) requested an \$18,000,000 increase in funding this year with the increase being allocated as \$7,000,000 each for UI and ISU and \$4,000,000 to UNI. The Governor endorsed that request and sent it to the legislature unchanged. All this increase was slated for need based student financial aid. Overall this represented a 4% increase in funding. As a percentage that split represents 39% to UI and ISU and 22% to UNI. To those with sharper than normal mathematical minds who may note that UNI may be getting a better deal, they are. The increase on a per student basis is \$200 for ISU, \$214 for UI, and \$356 for UNI. There is a reason for that. As we have discussed in earlier presentations, the in-state tuition does not cover the full cost of that student's education. Hence the need for state support. The problem with UNI is the vast majority of their students are Iowa residents. They get very little out of state tuition at UNI and to use a business metaphor, out of state tuition is the major profit center of academic institutions. UNI has always depended more heavily on state support than UI or ISU because of that. The BoR is of course aware of that and to some extent has sheltered UNI from the recent state funding constraints.

During the legislative budget process, the House made one suggestion, the Senate another, lower amount and to make a long story short the conference committee settled on a \$12,000,000 increase to the BoR. That bill has gone to the Governor for approval, as yet she has not signed it. I have no reason to believe she won't. Given the original proposed split that would be an increase of \$4,680,000 for UI and ISU while the increase to UNI would be \$2,640,000. However, the legislature gave the BoR the authority to allocate that increase as they saw fit. It is possible the BoR may change the allocation. I have no idea what their thoughts may be on that and I suspect we won't know until after the Governor signs off on the bill.

- Next, tuition. The BoR originally proposed a 3% tuition increase based upon the legislature fully funding their request. In the case of a shortfall the BoR back up plan was a tuition increase of up to 5%. The number the BoR finally arrived at was 3.9%. Like many of Council's motions tuition increase motions at the BoR require two readings, thirty days apart. The BoR met on a teleconference May 1 to discuss this increase, the second reading will be at the June BoR meeting. Keep in mind a 3.9% tuition increase does not increase overall revenue by that amount. Enrollment projections are anticipating a drop for the fall 2019 semester. What that drop will be and what the final net tuition revenue will be is yet to be determined with any precision. Keep in mind the 3.9% increase was for UI and ISU only. UNI is not projecting a tuition increase. In comparing our tuition with our peer institutions both UI and ISU are at or near the bottom; in short, we remain a good deal. UNI is about middle of the pack with their peer group.
- And now, salary increases. Where does all this leave us on salary increases? This is one of those fluid and dynamic situations. There is a sincere desire on the part of senior leadership to have salary increases this year. The salary increase process has a lot of moving parts, not all of which have come into focus. Obviously, the budget numbers are not strong. Equally obvious is the competing factions for those budget dollars, such as the deferred maintenance back log. This subject will no doubt be discussed at the next Senior Leaders Budget Meeting on May 9 (I attend as the rep for P&S Council). Whether an announcement will be made at that time remains to be seen. Note that salary increase policy must be approved by the BoR.

VP for Equity and Inclusion (Lindsay Moeller)

- Professional & Scientific Council Executive Committee was asked to provide feedback by Provost Wickert on the temporary movement of the Jack Trice memorial statue from Jack Trice stadium during construction. P&S Council Executive Committee made the official recommendation, in support of the Black Faculty & Staff Association, a permanent relocation of the Jack Trice statue to the quadrangle area between Beardshear Hall and the hub with the addition of a new commemorative display at Jack Trice Stadium. Inside Iowa State on April 26, 2019 announced "a committee of campus and student leaders proposed permanently returning the statue to central campus and using the construction project as an opportunity to develop additional visible ways to recognize Trice's legacy in and around the stadium."
- FSA Council representatives are now invited to join Campus Leaders Lunch. The first lunch two representatives will attend the Campus Leaders Lunch on May 3, 2019.
- VPDI Council meeting on April 30, 2019 was canceled and meetings will resume in fall 2019
- FSA Council held an end of year lunch on May 1, 2019 and will resume meetings in fall 2019

- Continued conversations with campus leaders and experts on how to expand efforts to create a more inclusive meeting space and provide more learning opportunities for professional and scientific employees

5. Professional and Scientific Council Committee Reports

In preparation for the next fiscal year committee assignments, each committee chair/representative was asked to present an overview of what their committee does.

(Sarah Morris-Benavides)

- Determine and submit Highlighting ISU Staff for newsletter
- Collect, review, and score nominations for CYtation Awards
- Determine [awardees](#), coordinate and host CYtation Award Breakfast & Ceremony
- Review, score, and recommend University Awards
- Support Council Strategic Initiatives
- Maintain Awards section of Council [website](#)

Communications (Brittney Rutherford)

- The Communications Committee handles a lot of behind-the-scenes work for Council including newsletters, social media, website and several other things. The committee is a great fit for anyone looking to grow their skills in those areas.
- I would also encourage committees and individuals to send the communications committee social media ideas at pands-c@iastate.edu.

Compensation & Benefits (Ryan Drollette)

- Referred back to Tera and Barry's reports regarding the university budget and the special report on the Classification Compensation Review.
- Explanation of what the Comp and Benefits committee does.

Peer Advocacy (Katie Thorson)

- Our committee continues to work on our affinity group project. We will be surveying soon to identify individuals who would like to serve as leaders in our pilot groups.

Policies and Procedures (Sara Parris)

- The committee is working on sorting through the feedback on the weather closure policy; we received a lot of comments.

Professional Development (Tera Lawson)

- Please see attached presentation.

Representation (Matt Laurich)

Jason Follett delivered the report.

- There is a Council Representative vacancy on the childcare taskforce committee; we need council representation as soon as possible; If you are interested in serving on this committee, please email: pands-r@iastate.edu;
- Getting ready for transitions to the next fiscal year.

6. Unfinished Business and General Orders

Motion to endorse the Direct Deposit Policy

Vote to endorse;

Motion adopted.

Motion to endorse the Non-Employment Dates – Exempt P&S Policy

Vote to endorse;

Motion adopted.

Motion to Endorse the Reasonable Accommodations for Employees and Applicants Policy

Motion to delay; seconded;

Vote to delay;

Motion lost.

Vote to endorse;

Motion adopted.

Motion to endorse the Hiring and Employment Policy

Discussion ensued;

University Human Resource (UHR) comment period is open through May 31, 2019;

Motion to delay endorsement of motion until the comment period has passed; seconded;

Vote to endorse delay;

Motion to delay adopted.

Motion to Extend Council Meeting to 4:15; seconded;

Vote to endorse;

Motion adopted.

7. New Business – First Reads on Motions

Motion to Amend Professional and Scientific Council Bylaws

Discussion ensued.

Nonexempt Time Reporting Policy

No discussion – no UHR open comment period.

Motion to endorse Nonexempt Time Reporting Policy

No discussion – no UHR open comment period.

Motion to endorse Compensation Administration Policy

No discussion

Motion to Expand Efforts to Promote Inclusive Professional and scientific meetings

Discussion ensued; budget impact; suggest gradual implementation over time.

Motion to join efforts to establish and refine a university policy against bullying intimidation and harassment on campus

No discussion

8. Open Discussion for the Betterment of Council

No discussion

9. Announcements

Announcements from Councilors

Tulips and new traveling exhibit called Nature of the Game at Reiman Gardens;

Pronoun pins are available – see the Vice President for Equity and Inclusion;

There is now a part time MBA program in Ag Business available;

Commencement is coming soon – there are volunteer opportunities available.

Executive Committee Meeting: Thursday, May 16th, 9:30-11:30 a.m., 107 Lab of Mechanics

General Council Meeting: Thursday, June 6th, Garden Room at Reiman Gardens

Professional and Scientific Council Seminar Series: Does “digital accessibility” have you feeling overwhelmed?
Kristi Elmore, ISU Extension IT and Rachel Tendall, ISU Extension Advancement, May 14th, 2-3 p.m. Memorial Union
Gallery Room

Adjournment: 4:15