

# IOWA STATE UNIVERSITY

## Professional and Scientific Council

Thursday, August 6, 2020 Agenda | 2:10 - 4:00 PM | [Webex](#)

Meeting number (access code): 120 827 0588

Meeting password: gRpbmFcZ582

Or, join by phone: +1-312-535-8110

### Attending:

Suzanne Ankerstjerne	X	Lesya Hassall	X
Chris Beedle	X	Chris Johnsen	X
Valyn Bodensteiner	X	Sarah Larkin	X
Ben Boecker	X	Jacob Larsen	X
John Burnett-Larkins	X	Lloyd	S
Paula Burns	X	Liz Luiken	X
Clayton Byrd	X	Gayle Mastbergen	X
Lynne Campbell	X	Barry McCroskey	X
Ritushree Chatterjee	X	Lindsay Moeller	X
Malinda Cooper	X	Dustin Moscoso	S
Mickie Deaton	X	Chris Myers	X
Susan DeBlicke	X	John Odenweller	X
Emily Dougill	X	Sara Parris	A
Tom Elston	X	Deanna Sargent	X
Matthew Femrite	X	Jamie Sass	A
Jason Follett	X	Jennifer Schroeder	X
Katie Getting	X	Casey Smith	X
Robyn Goldy	A	Joy Stroud	X
Robert Grandin	X	Megan Van Heiden	X
Cameron Hall	A	Patrick Wall	X
Butch Hansen	X	Amv Ward	X
Bridgette Hare	X	Rich Wrage	X
Jeff Hartwig	X	Misty Zimmerman	X
John Hascall	X		

**Councilors and Substitutes:** After you have logged in to the Webex, please visit this [Qualtrics](#) page to record your attendance

### **Call to Order & Seating of Substitutes** (Chris Johnsen)

Meeting called to order at 2:10 PM

Substitutes: Tim Wilson for Lloyd; Colby Clark for Dustin Moscoso

### **Establish Quorum** (Joy Stroud)

A quorum was established.

**1. Approval of the Agenda**

The agenda was approved as submitted.

**2. Approval of the Minutes**

The minutes of the July 16, 2020 General Council Meeting were approved as submitted.

**3. Administrative Reports**

**ISU Ombuds office (Chuck Doran and Dina Eisenberg)**

Update concerning the services of the Ombuds Office; they are a source of information. Website information: <http://www.ombuds.iastate.edu>.

**Chair, Executive Committee for Fall Planning (John Lawrence)**

Update concerning campus preparation for returning students and campus opening.

**University Human Resources (Ed Holland and Cris Broshar)**

Ed Holland not available.

Chris Broshar is a WorkLife Specialist; discussed Family Support Programs.

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

**Secretary/Treasurer (Joy Stroud)**

Welcomed new Councilors and thanked them for supporting her as she steps down from her position.

**VP for Equity and Inclusion (Lindsay Moeller)**

No Report.

**VP University Community Relations (John Burnett-Larkins)**

No Report.

**VP for University Planning and Budget (Barry McCroskey)**

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

**Awards (Suzanne Ankerstjerne)**

- The 2019 CYtation Awards Ceremony was postponed and rescheduled for this September. In consultation with the Provost Office and P&S Executive Committee, the Awards Committee is reassessing the wisdom of an in-person event in September. We are discussing how we will proceed and more information will be communicated to 2019 CYtation Recipients and nominators in the next few days. We are determined to honor our 2019 recipients and are deciding what that event will look like.
- We look forward to 2020 CYtation and University Awards and are working with the Provost's office to improve the processes involved in nominating someone for an award. Discussions are ongoing.
- We continue to acknowledge the great work our colleagues are doing via Highlighting ISU Staff. Please consider taking a 1-2 minutes to highlight one of your co-workers or a team that is going over and above. Find the link to the nomination form in the P&S Council monthly newsletter.

**Communications (John Burnett-Larkins for Jamie Sass)**

- The Communications Committee has been working hard to revise some of our processes for sharing information with our constituents. We are working through the logistics that will pair a member of the Communications Committee with a member of other committees to help identify what needs to be shared out to our constituents from each committee. We are also working hard to onboard our new committee members and train them in Constant Contact for newsletter writing and distribution, Drupal for website updates, and social media best practices.
- Council's new collapsible photo backdrop arrived on campus in March just prior to the university shutdown. We had planned to use it for the first time with the CYtation Awards ceremony, which is

now pending. The backdrop is currently in the hands of the Awards Committee.

### **Compensation and Benefits (John Odenweller)**

- UBC Report
- Discussed budget cuts to benefits
- Discussed possible future benefits cuts
- Discussed possible topics to include in FY21 report and FY22 recommendation
- Set expectations for September committee meeting of list of topics to pare down for report and recommendation and dividing those topics up for each committee member to research and collect data

### **Peer Advocacy (Jacob Larsen)**

Discussed the following topics:

- Prepping for return to on-campus work and how that makes staff feel - what challenges they experience and how we may help call attention to those
- Discussed what the new Ombuds solution may mean for staff and we look forward to interfacing with the new Ombuds staff, like we did with Deanna Clingan-Fischer
- Discussed how we can contribute to advancing the Council strategic initiatives in the upcoming year.
- Brainstorming article topics for our contributions of Did You Know articles for the monthly Council Newsletter

### **Policies and Procedures (John Hascall)**

No report.

### **Professional Development (Paula Burns)**

- The Professional Development Committee met prior to today's Council meeting. This was our second meeting of the year. Due to the uncertainty of and circumstances related to the ongoing pandemic, we decided that an August seminar series event would not be feasible. The first event of the fall semester is scheduled for be Tuesday, September 8, from 2 to 3 p.m., in the Pioneer Room of the Memorial Union at 50 percent capacity. This is a tentative location. Committee members are in the process of developing contingency plans for either a virtual or hybrid event, depending on circumstances. We are also reaching out to potential presenters for fall events. Details and topic regarding the September event will be forthcoming.
- The Professional and Scientific Council Professional Development Conference is scheduled for Thursday, February 25, at the Gateway Hotel and Conference Center but is subject to change depending on circumstances. Again, the conference sub-committee will be developing contingency plans for a virtual or hybrid version of events. Tera Lawson has graciously agreed to return as chair of the conference sub-committee and several volunteers from previous years will also be returning. The conference sub-committee is scheduled to meet on August 24 and monthly thereafter.

### **Representation (Jason Follett)**

- Representation: Will be conducting the election for the next Secretary/Treasurer during the meeting.
- We currently have a Councilor opening in the President's Office representational area. The action plan is to have a replacement for consideration at the September 2020 P&S Council meeting.

## **6. Unfinished Business and General Orders**

None

## **7. New Business**

**Motion to endorse the 2020-2021 Strategic Initiatives of Professional and Scientific Council**

First Read

**Motion to support the University's efforts to explore additional, temporary cost-reducing measures**

First Read

Discussion Ensued

Motion to suspend Bylaws and call for second read and vote to pass the motion;

Motion seconded;

Second Read

No further discussion;

Called for vote;

The motion was adopted.

**Nominations to Fill Secretary/Treasurer vacancy**

Nomination: Emily Dougill

Vote

Emily Dougill voted in as new Secretary/Treasurer

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

No discussion

**9. Announcements**

Announcements from Councilors

- Reiman Gardens has Ribbit the Exhibit (whimsical front sculptures) on display through October

Executive Committee Meeting: August 20, 2 p.m. – 4 p.m., Webex

General Council Meeting: September 10, 2:10-4 PM, Webex

**Adjournment**