

IOWA STATE UNIVERSITY

Professional and Scientific Council

Thursday, December 3, 2020 Agenda | 2:10 - 4:00 PM | [Webex](#)

Meeting number (access code): 120 833 5827

Meeting password: uMKX4M8hS6P

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

Councilors and Substitutes: Please visit this [Qualtrics](#) page to record your attendance

Attendance:

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	Liz Luiken	X
Paula Burns	X	Adrienne Lyles	X
Clayton Byrd	A	Gayle Mastbergen	X
Lynne Campbell	X	Barry McCroskey	X
Ritushree Chatterjee	A	Lindsay Moeller	X
Joy Childress	X	Dustin Moscoso	X
Malinda Cooper	X	Lloyd mv	X
Mickie Deaton	S	Chris Myers	X
Susan DeBlieck	X	John Odenweller	X
Emily Dougill	X	Sara Parris	X
Tom Elston	X	Deanna Sargent	X
Matthew Femrite	X	Jamie Sass	X
Jason Follett	X	Jennifer Schroeder	X
Katie Getting	X	Casey Smith	X
Robyn Goldy	X	Megan Van Heiden	X
Robert Grandin	X	Patrick Wall	X
Butch Hansen	X	Amy Ward	X
Bridgette Hare	A	David Welshhons	X
Jeff Hartwig	A	Rich Wrage	X
John Hascall	X	Misty Zimmerman	A

Call to Order & Seating of Substitutes (Chris Johnsen) - 2:10 p.m.

Establish Quorum (Emily Dougill)

- Quorum was established

Approval of the Agenda

- Agenda was approved

Approval of the Minutes

November 5, 2020 General Council Meeting

- Minutes were approved

Administrative Reports

Senior Vice President & Provost (Jonathan Wickert)

- Overall, completed semester together and maintained on-campus instruction. We did not have to go completely online for virtual instruction. The Iowa State Community is resilient. The spring semester will be very much like fall semester with continued safety measures. Good news with Winter Session; 2000 students have registered for courses.
- Actions BoR announced in recent meeting: BoR Advisory Committee- efficiency and effectiveness at 3 state universities along with appointing a consultant for online course delivery, which includes sharing courses between the 3 universities. Collaborations for regent's warehouse, tracking graduates and their outcomes, human resources. Joint contracts between the 3 schools for specific services. Look for this to begin after February meeting for proposed immediate action afterwards.
- Questions?
 - Barry McCroskey: As ISU offers flu shots in past; will ISU be offering COVID vaccines?
 - PW: Not sure at this time. Working to get certification.
 - Lynn Campbell: Student workers not allowed until end of December. Had to hire as a temporary employee to keep on.
 - PW: referred to Brenda Behling. BB: said she had heard of a similar situation previously, but will reach out to HR.
 - Lloyd mv: Vaccines might be available as early as spring semester. Is there a plan in place for those who choose not to get the vaccine?
 - PW: we're studying the legal aspect. Is there a requirement issue? It is not known at this time.

Director of Student Counseling Services (Dr. Fallyn Lee for Christopher Hanes)

- Supporting Student Mental Health/Wellbeing
 - Supports all students at every level of need
 - Engage campus partners
 - Recognize the impact of COVID-19 and violence
 - Spoke about individual and collective impacts along with other stressors
 - Provided resources on-campus; want to work towards a holistic, campus-wide approach.
 - Questions: none.

Professional and Scientific Council Executive Committee Reports

President (Sara Parris)

- Good afternoon! I hope you all had a restful extended break over the holiday—I know we all needed it. So much good work has taken place this fall semester and I am proud of how P&S staff have risen to the occasion. This semester could not have been successful without us showing up, being flexible, and above all, putting our students first. Thank you.

- *Our committees have been able to accomplish a lot so far this year, and I won't steal their thunder by giving anything away, although I do hope they will share with all of us today.*
- *The Executive Committee has been reading the book *Reality Based Leadership* by Cy Wakeman together, and every month, we have had a "book club" discussion on a few chapters. We finished the book in November. I encourage you to ask your committee chair about it, ask what they learned, and to be supportive of your chair as they develop as a leader. Those who know me have probably had the unfortunate circumstance of having to listen to me enthusiastically sing my praises of Cy Wakeman and her leadership style (I'm sorry), but this book truly changed my life. Let's support each other in ditching the drama and becoming bullet-proof to change. If you are interested in finding out more about Cy Wakeman or the book, please reach out to your chair or myself and we will explore ways to support that.*
- *Finally, Chris and I met with the President yesterday and we provided her with a revised request for Admin Support for Council. This proposal was originally submitted in 2018 and unfortunately did not go anywhere. The challenges of scheduling virtual meetings, ensuring links are correct, having a meeting "owner," etc., have proven to be incredibly demanding, and all our needs that were identified in 2018 still exist. With many of us on Exec being spread so thin this year (ahem, I never thought I'd be president while also managing my day job through a global pandemic), some admin support would be a lifesaver. President Wintersteen agreed to take another look at our proposal and to try and identify some way to help; the biggest concern is budget. Chris and I are pleased with her receptiveness and look forward to hearing from her.*
- *I hope that over the break period you are able to find some rest. Take some time to reflect on your successes from the fall semester. I will see you again in the new year.*

Secretary/Treasurer (Emily Dougill)

- *No Report*

VP for Equity and Inclusion (Lindsay Moeller)

- *Standing meetings for the Equity & Inclusion committee have been set for the last Thursday of the month from 2-3pm starting in January.*
- *The email address to reach the committee is pands-dei@iastate.edu*

VP University Community Relations (John Burnett-Larkins)

- *No Report*

VP for University Planning and Budget (Barry McCroskey)

- *Senior Leaders Budget meeting was held 11/19. Subject was cost of attending Iowa State University. Obviously, this number is tracked carefully by a variety of constituencies. The exact make up of this figure varies slightly depending on who we are reporting to.*
- *Cost of attending ISU remains low. In comparing ourselves to the Land Grant 11 peer group the cost of attending ISU for resident students is second from the bottom; for non-resident students we are the lowest of our peer group. Comparisons to the surrounding states yields similar results. For resident students ISU is second from the bottom; only South Dakota is less and not by much. While students and their families may find it hard to believe, Iowa State University continues to be an excellent value in higher education.*
- *Brief recap of upcoming meetings.*
- *Iowa Revenue Estimating Conference will be meeting in December. No date has been set, last year they met on the 12th. This conference will set the number that the Governor and the Legislature will*

use for initial budgeting purposes. The first meeting was in October and presented numbers at least somewhat positive.

- *State Legislature convenes in January. At that time the Governor's budget will be presented and real budget deliberations can begin.*
- *The final Revenue Estimating Conference is typically held in April.*

Professional and Scientific Council Committee Reports

Awards (Susy Ankerstjerne)

- *The awards committee has concluded its work on the 2019 CYtation Awards. Please visit the [P&S Council Awards website](#) to see the recorded virtual ceremony. Thank you to our CYtation Awards sponsors (ISU Athletics, ISU Bookstore, and Reiman Gardens) and thank you to Provost Wickert, President Wintersteen, and past-president Amy Ward for helping us recognize our talented and dedicated P&S staff.*
 - <https://www.pscouncil.iastate.edu/awards/2019-cytation-recipients>
- *2020 CYtation nominations are open and must be submitted by Monday, Dec 7. I want to thank nominators for taking the time to submit nominations and recognize P&S employees. I want to encourage members of P&S Council to nominate a fellow P&S Council member for Outstanding New Councilor CYtation award. The committee will evaluate submissions over the winter break and notify our 2020 CYtation awardees in January.*

Communications (Jamie Sass)

- *The Communications Committee met on December 3rd. Our focus this month has been the Professional and Scientific Council website. We are working to update the website with information from the last several months. This includes posting end of year reports from all Committees, meeting documents, and other items as needed.*
- *We are also working to create a page for the Diversity, Equity, and Inclusion Committee. In addition to our work on the website, we have also been coordinating with other committees to help share information to our constituents more broadly; basically, if there is something important, our goal is to help other committees figure out how to share that information in the best way possible. To that end, we began sending Communications Committee liaisons into other committee meetings to help facilitate conversations between individual committees and the Communications Committee. Social media continues to be a priority, and we have been working diligently to build our social media presence on Facebook and Twitter.*
- *As always, we welcome ideas from Professional and Scientific Council and our constituents for communications.*

Compensation and Benefits (John Odenweller)

- *No UBC meeting to report*
- *Reviewed, discussed, and edited portions of annual report for submission to exec*

Peer Advocacy (Jacob Larsen)

- *No report*

Policies and Procedures (John Hascall)

- *The Policies and Procedures committee reviewed the upcoming Controlled Substances in Research policy and procedures. This policy codifies the required legal process and so there will be no public comment period. This policy is scheduled to take effect 1 January 2021.*

Professional Development (Paula Burns)

- *The Professional Development committee met earlier this afternoon to continue planning the spring seminar series events. The final event of 2020 will be held on December 8, from 2 to 3 p.m. Maureen Griffin, program specialist in biotechnology, and Eric Hall, professional development consultant for Iowa State, will introduce participants to the Partnerships in Educational Settings or PIES framework and discuss how to build partnerships on campus.*
- *The first event of the New Year is scheduled for January 12, from 2 to 3 p.m. Details about the topic and presenters will be available soon on the Seminar Series event page of the Professional and Scientific Council website.*
- *To protect the health and safety of presenters and participants, all spring events will be livestreamed via Adobe Connect. We will continue to post recordings of the events on Learn@ISU approximately one week following the livestreamed sessions.*
- *As we continue to plan this spring's seminar series events, please keep the Professional Development committee in mind. If you or anyone you know has an idea for a seminar series event or a presentation in their pocket ready to go – perhaps you had to cancel your 2020-2021 conference travel plans due to the pandemic – we'd love to hear from you. You may contact us via the Professional and Scientific website.*
- *A reminder to save the date for the first ever virtual Professional and Scientific Council Professional Development Experience! Our 2021 theme, Cultivate Your Adventure: Growing Through Change, highlights the direction of this year's Professional Development Conference as well as the transition to planning and providing a virtual experience for P&S Employees this year. Join us for a unique professional development experience on February 25 on a computer near you. Watch the Professional and Scientific Council social media and website for more details!*
- *The conference sub-committee meets again on Monday, December 7.*
- *The Professional Development Committee is also finalizing its year-end report.*

Representation (Jason Follett)

- *The Representation Committee continued to work on the 2021 Election at our December 2020 committee meeting. We intend to share with Councilors in late December 2020 their status regarding the 2021 Election. In addition, we will be sharing options to the Executive Committee on how to conduct the 2021 Officers Election at the March 2021 meeting. We are expecting P&S employee numbers December 2020 to determine representation for the 2021-2022 P&S Council. Efforts also keep moving forward with the Communications Committee and Secretary/Treasurer on promotional efforts with candidate recruitment and with the Executive Committee regarding the Constitutional amendment which will be the part of the 2021 Election.*
- Important dates include:
 - **February 2021 Council Meeting:** Nominations open for Councilor and Officer positions.
 - **March 2021 Council Meeting:** Nominations close Officer positions and election held.
 - **Middle through Late March 2021:** General Election for Councilors and potential Constitutional amendment.

Unfinished Business and General Orders

- *None*

New Business

- *None*

Open Discussion for the Betterment of Council

- *None*

Announcements

Announcements from Councilors

- Joy Childress, Reiman Gardens: Winter Wonderscape Holiday Light Show all through December:
<https://www.reimangardens.com/events-programs/winter-wonderscape-holiday-light-show/>

Seminar Series Event - Building Partnerships through the PIEs Framework, December 8, 2-3 p.m. via Adobe Connect

Seminar Series Event - Presenters and topic remains TBD, January 12, 2-3 p.m. via Adobe Connect

Executive Committee Meeting: December 17, 10AM - 12PM, via Webex

General Council Meeting: January 7, 2021, 2:10-4 PM, via Webex

- **Outlook invitations will be sent out before winter break**

Adjournment - 3:16pm