

IOWA STATE UNIVERSITY

Professional and Scientific Council

Thursday, June 3, 2021 Agenda | 2:10 - 4:00 PM | [Webex](#)

Meeting number (access code): 120 701 5144

Meeting password: RUq2mix4Y2F

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

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

Attendance:

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

Call to Order & Seating of Substitutes (Chris Johnsen) 2:10 PM CST

Establish Quorum (Emily Dougill)

1. Approval of the Agenda - approved

2. Approval of the Minutes - approved
May 6, 2021 General Council Meeting

3. Administrative Reports

Senior Vice President & Provost (Jonathan Wickert) - could not attend due to Board of Regents meeting conflict

Vice President for Public Safety, Chief of Police (Michael Newton)

- Dept. for Public Safety updates - Initiatives and efforts
 - Risk Management
 - New: newsletter to provide updates to campus.
 - 3rd party authorization: put in place during pandemic.
 - Insurance
 - Premium for insurance is \$3 million for campus
 - Big project: enterprise risk management profile.
 - CDL program through Office of Risk Management
 - International Risk Program for faculty and staff that travel internationally.
 - Parking
 - Loss in revenue with pandemic. No state funding.
 - Robust 30-year plan developed prior to pandemic. This helped alleviate a large increase to parking permit cost for 21-22 year.
 - Summer maintenance
 - Re-education- parking rules; helping people to remember what regulations are.
 - Police
 - Remained on campus throughout pandemic- taken on new assignments. Building checks were one of the additional assignments they took on.
 - Allocated 41 sworn police officers, down in staff currently. Continuously doing recruitment and hiring.
 - ISU Police has their own dispatch center and collaborate with both Ames Police and Story County.
 - Engagement and Inclusion officer team- have had a number of programs from other campuses, i.e. Harvard and UC Berkeley, to learn more about inclusion and engagement.
 - Questions:
 - John Burnett-Larkins: *Mentioned problems with hiring for the department. Is this a national trend that departments are facing?*
 - Yes, the current climate that officers need to work under is very stressful. For example, LAPD has lost 500 officers within the last year. Hiring pool is significantly down. Our officers are a part of a new union and their pay scale has been changed to reflect/be comparable to other law enforcement agencies.
 - Lynn Campbell: *Ameri-Corps work for me, commuter lots- are they going to be free of charge like they have been in past?*
 - Asked to have Lynn send him a message.

University Human Resources (Andrea Little and Cris Broshar)

- Andrea Little
 - Brief update regarding employee return to campus
 - Encouraging people to make connections about July 1 return to work
 - Examples: UHR, Human Resources Delivery, Supervisors.
- Cris Broshar-[Worklife and Family Services](#) Coordinator
 - Expand and continue services
 - Worklife connections, every Thursday 2:30-3 p.m.
 - Cyclone Family Network, informal conversational hour- open to everyone in the ISU community. 1 hour, every Monday, to discuss how things are going.
 - [Eagle's Loft Early Learning Center partnership](#)- for the last 20+ years have operated a facility at the ISU Child Care Center at Veterinary Center
 - Ames Chamber of Commerce childcare survey- survey is within article that discusses the new partnership with Eagle's Loft.
 - Child-friendly study/workspace at Parks Library- for employees or students to work alongside their children. Reservations will be required. Will have controlled access. More information will be provided closer to opening date.
 - Mental Health webinars (June 17 and June 23)- information provided in Caring for Community newsletter and also at <https://worklife.hr.iastate.edu/>

Emergency Manager, Environmental Health & safety (Clayton Oliver)

- Involved in ISU Covid's response team since the beginning.
 - Managing information flow between working groups.
 - Coordinated the county on logistics.
 - Regular meetings with city and county leadership to keep them informed of what efforts campus has made.
 - Moving forward, we will begin planning and research to ensure that everyone knows who is responsible for specific tasks.
 - Will also continue to manage the university's emergency response plan.

President, Faculty Senate (Andrea Wheeler) - could not attend due to conflict in schedule

4. Professional and Scientific Council Executive Committee Reports

President (Sara Parris)

- Good afternoon! It is hard to believe that this is my last report to you as President of Professional and Scientific Council.
- And what a year it has been. This presidency is not the one I hoped for. When you elected me as President in 2019, I promised to advocate for you and all professional and scientific staff. I wanted to take a reality-based approach to the problems facing staff and to be radically candid with both University leaders and with you.
- When I take a moment to reflect on this past year, though, I have to pause and think—maybe I did accomplish that goal. If there was ever a year where advocacy was needed, it was this past one. Sure, I thought I'd be advocating for you in the form of asking senior leaders for a performance-based pay increase plan, or supervisor training, or more professional development opportunities. Instead, Chris, Amy, and I have spent the past year advocating for expanded flex-work opportunities, reasonable cost-saving measures, and safe work environments.
- Perhaps the best way to look back on this past year is to be proud that we made it. What more could any of us have done? Council still held regular meetings, committees still met and fulfilled their duties, we've hosted numerous guest speakers, our regular monthly meetings with University Leadership have continued. Most of us did those things while adapting to something entirely new and different—working from home, supervising online schooling, taking on new or additional job duties—or sometimes, all of the above!
- For me personally, this past year has been one of enormous personal and professional growth (although I still wouldn't wish it on anybody). The biggest, and most humbling, lesson I've learned is how to ask for help. This has never been a strength of mine; in fact, I would liken myself to a toddler who insists "I do it by myself." How fortunate am I, then, that during this challenging presidency I had the support of my wonderful Executive Committee. It's impossible for me to put into words how much this group of people has meant to me this past year, so I won't even attempt it. I just hope that all of you know how much your support has meant to me this year and that truly, I wouldn't have made it without you.
- One of my final duties as President is to complete the End of Year Report; I am currently finishing this up and it will be shared with all of you once it is done. I look forward to resuming our in-person meetings in August and can't wait to see you all in person again.

Secretary/Treasurer (Emily Dougill) - no report

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) - no report

5. Professional and Scientific Council Committee Reports

Awards (Malinda Cooper for Susy Ankerstjerne)

- Finishing up end of year report. Looking forward to different ways to continue to highlight ISU staff.

Communications (Jamie Sass)

- We've been working to fix an issue with Constant Contact, our third-party platform that delivers the monthly newsletter and any special email blasts.

- Constant Contact has not been delivering emails to all our constituents because of new anti-spoofing protections put in place by Microsoft.
 - We are unsure how many people are affected but anticipate having in fixed in time for the July newsletter.
- We've been talking on both the Executive and the Communications Committees about automatically assigning the Secretary-Treasurer to be part of the Communications Committees
 - The idea here is to have a direct connection between the person responsible for meeting minutes and the monthly highlights and the committee that is otherwise responsible for Council's communications.

Compensation and Benefits (John Odenweller) - no report

Peer Advocacy (Jacob Larsen)

- We reflected on our work this past year and the issues we have discussed and worked on including ongoing research on PTO policies and how ISU compares to other institutions, how COVID-19 has been and is affecting staff and what might be done about that, our "Did You Know" articles on our monthly council newsletters, etc.
- We also brainstormed new and continuing topics to focus on next year as well as we discussed how we can better prepare new, incoming committee members for the tasks on the committee and work effectively and produce timely results while respecting that we are all people who volunteer part of our work time to do this. As you all know, we don't get less work in our day to day jobs just because we serve on Council, we just end up with less time to do it in. I have been very fortunate to work with a great group of dedicated councilors and I appreciate the time and work they have put into this committee.

Policies and Procedures (John Hascall) - no report

Professional Development (Matthew Femrite)

- There have been two major items which the Professional Development Committee has dealt with over the past month.
- First, like every committee, we have been working on our year-end report. And, like most committees, this year has posed unique challenges to us. However, the committee rose to the occasion and pivoted to new ways of providing professional development opportunities to our fellow P&S staff. We held nine seminar series events this year, all of which were virtual out of concern for the health and safety of the presenters and the attendees. Holding the entire series virtually was a first for our committee. But, even with the challenges this year brought, the committee provided sessions on relevant, impactful topics, including:
 - diversity, equity, and inclusion.
 - engaging staff to foster positive learning.
 - building partnerships across campus.
 - the ISU Ombuds Office; and
 - multiple topics regarding fostering our wellness during the COVID-19 pandemic.
- Second, the committee agreed that the seminar series will return on August 10th. This will allow us an opportunity to transition back to in-person events, involve the new members of committee, and ensure we continue to offer events that positively affect the professional development of all P&S staff. While there will be no seminar series events for June and July, I would encourage all P&S staff to view past events available through Learn@ISU.
- In closing, I would like to thank all of the council members who have served on the Professional Development Committee this year. We could not have done all of this without you. Thank you.

Representation (Jason Follett)

- There will be forty-four councilors on the 2021-2022 P&S Council which officially begin their term on 1 July 2021. Here is a breakdown on their status:
 - Appointed = 4
 - Elected = 12
 - Re-Elected = 4
 - Returning = 24
- In addition, there are three president-level members on the 2021-2022 P&S Council:
 - Chris Johnsen = President
 - Jamie Sass = President-Elect
 - Sara Parris = Past President
- P&S Council holds its councilor election each March - but there can be a need for new councilors any time of year as vacancies arise - and substitutes are often called on when a regular council member cannot attend a general meeting. P&S employees can add their name to the list of potential meeting substitutes or if they are interested in knowing when a council vacancy arises, simply email the Representation Committee at pands-r@iastate.edu. Presently, there are no vacancies for the 2021-2022 P&S Council.

6. Unfinished Business and General Orders

Nomination for Secretary/Treasurer (Jason Follett)

- Sarah Larkin
 - Voted into Secretary/Treasurer position for FY22.

7. New Business

Recognition of Outgoing Councilors

Recognition of Outgoing Executive Committee Members

8. Open Discussion for the Betterment of Council

None

9. Announcements

Announcements from Councilors

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

General Council Meeting: July 1, 2021, 2:10-4 PM, via Webex

10. Installation of New Councilors, Committee Chairs, and Officers

Seating of 2021-2022 Councilors

Seating of 2021-2022 Executive Committee

Passing of the Gavel

Adjournment 3:31 PM CST