

# IOWA STATE UNIVERSITY™

## Professional and Scientific Council

Suzanne Ankerstjerne	X	Chris Johnsen	X
Kalli Baker	X	Darshana Juvale	X
Chris Beedle	A	Judy Knoblock	X
Valyn Bodensteiner	X	Sarah Larkin	X
John Burnett-Larkins	X	Jacob Larsen	X
Lynne Campbell	A	Liz Luiken	S
Ritushree Chatterjee	X	Autumn Marks	X
Nellie Corning	X	Rano Marupova	X
Steve Couchman	X	Gayle Mastbergen	X
Lainey Crawford	X	Chris Myers	X
Mickie Deaton	X	Sara Parris	A
Susan DeBlieck	X	Christine Reinders	X
Paul Easker	X	Deanna Sargent	X
Tom Elston	X	Jamie Sass	X
Matthew Femrite	X	Jennifer Schroeder	X
Jahmai Fisher	X	Nicholas Streauslin	X
Jason Follett	X	Megan Van Heiden	X
Erin Gibson	X	Patrick Wall	X
Butch Hansen	S	David Welshhons	X
John Hascall	A	Rich Wrage	A
Lesya Hassall	X	Yue (Iris) Yin	A
Austin Haytko	X	Misty Zimmerman	X
Marlene Jacks	A		
Jeff Jackson	S		

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### **Call to Order & Seating of Substitutes** (Jamie Sass)

Meeting called to order at 2:10 PM

### **Substitutes:**

Lynn Bagley for Butch Hansen, Tera Lawson for Jeff Jackson, Kody Henke for Liz Luiken

### **Guests:**

Jonathan Wickert, Andrea Wheeler

### **Establish Quorum** (Sarah Larkin)

A quorum was established

### **Approval of Agenda**

Agenda approved

### **Approval of Minutes**

Minutes of the August 12<sup>th</sup>, 2021, General Council Meeting were approved as submitted

### **Administrative Reports**

#### **Senior Vice President & Provost [Jonathan Wickert](#)**

- Overall enrollment is down 3.5% compared to last year and not unexpected. Total of 30,708 students enrolled
- Incoming freshman up 6.2% over last year. Nonresident freshman is up 18.4% over last year. International students back to where it was pre-pandemic. Graduate students have increased by 13 over last year

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- 59% of students study STEM majors
- We are not allowed to require vaccines by state law. We do not have the authority to require face masks. Face masks encouraged. But 'not required' will be removed
- Moving classes to larger rooms. Moving classes online when necessary
- 72% resident undergraduate students are fully vaccinated
- [Board of Regents](#) meets September 15<sup>th</sup> and 16<sup>th</sup> on campus

### **Question:**

In reference to percentage of undergraduate students vaccinated-

Could you explain how you were legally able to obtain the statistics to share?

### **Answer:**

A random sampling of undergrad population with the Thielen Health Center and faculty from the statistics department looked at randomizing population and used about 500 anonymous students.

### **Question:**

In reference to the report of RIO to the Board of Regents-

Any comments on that report?

### **Answer:**

No comment and feel free to email UHR on specific questions.

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### Question:

In reference to COVID and FPM custodial changes- changes going in the wrong direction, is this being looked at or revisited?

### Answer:

Aware of concerns about custodial service....the first thing we have learned is that surface transmission is very low with this virus. The next is that the budget was cut, and this affected custodial services. Another thing is that custodians are very hard to hire right now.

### Faculty Senate President [Andrea Wheeler](#)

- Senate meeting September 14<sup>th</sup> at Memorial Union in the Great Hall
- Will be discussing COVID strategies. Some faculty feel abandoned
- Discussing [U.S Diversity Requirement](#) classes

### No Questions

### Professional and Scientific Council Executive Committee Reports

#### President [Chris Johnsen](#)

Good afternoon, everyone!

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## **Professional and Scientific Council**

We aren't quite on our normal first Thursday schedule yet – but it is great to be back 'home' in the Gallery Room of the Memorial Union.

First off, I would like to welcome our newly appointed Councilors, Darshana Juvale and Kalli Baker to their first general council meeting.

Darshana has joined the Peer Advocacy Committee, and Kalli has joined the Communications Committee.

Thank you both for your commitment to P&S Council, and we look forward to working with you and your committees in the coming year.

Darshana and Kalli represent our 6<sup>th</sup> and 7<sup>th</sup> appointments filling vacancies for FY22. As of this morning we have an additional vacancy to fill, our eighth vacancy in the first two months. As Representation chair Jason Follett will speak to this later in his report – I want to personally ask each of you here today – if you know of constituents who would be interested in serving on Council, we welcome their names to be submitted as appointee candidates for future vacancies.

Next, I would like to provide an update on conversations Jamie and I have had over the past month with senior administrators.

Our monthly meeting with Provost Wickert has been rescheduled and will occur later this month. As well, our regular meetings with President Wintersteen have not yet finalized. Just yesterday, I have confirmed that Campus Leaders Luncheons with President Wintersteen, senior leadership, the faculty senate executive board and our own our Executive committee will resume this Fall. Dates and locations are being finalized.

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Jamie and I also met with UHR leadership last week and were given updates on the FlexWork program among other topics. As well, I have been in numerous conversations with Ed Holland over the past month on this topic. As you may recall, Patrick Wall touched on this at our council meeting last month. I want to assure you all, while you are not seeing progress, it is being made on FlexWork. A goal remains to launch the program on Oct. 1<sup>st</sup> with additional communication forthcoming.

Finally, I would like to revisit the ‘new hires list’ and communication to those newly hired Professional and Scientific staff that I introduced last month. The intricacies to properly identify representational areas of those new staff have proven to be challenging. A refined list has been delivered to us, and I would expect those communications to begin later this month.

Thank you

### **No Questions**

**Secretary/Treasurer Sarah Larkin**

No Report

**VP for Equity and Inclusion Jahmai Fisher**

No Report

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

No Report

**VP for University Planning and Budget John Hascall**

No Report

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### **Professional and Scientific Council Committee Reports**

#### **Awards [Susy Ankerstjerne](#)**

- New and improved submission form for P&S Council CYtation Awards. Nominations will open September 13<sup>th</sup> and close December 1<sup>st</sup>
- New promotion for [Highlighting ISU Staff](#). 12 scoops for 12 nominators. Drawing will be held for 12 gift certificates for a scoop of ice cream from the [ISU Creamery](#)

#### **No Questions**

#### **Communications [Deanna Sargent](#)**

- John Burnett Larkins will lead the newsletter
- Sarah Larkin will lead the website
- Gayle Mastbergen will lead social media platforms
- David Welshhons, Kalli Baker, and Deanna Sargent will be back up for all communication emergencies
- Discussed deadlines and providing new employee outreach
- Newsletter submission will be due to John by 5 PM on September 27<sup>th</sup>, October 25<sup>th</sup>, and November 22<sup>nd</sup>

#### **No Questions**

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### Compensation and Benefits [Patrick Wall](#)

- Work Flex program continues to be worked on for October 1<sup>st</sup> rollout
- Proposal to increase insurance premiums by 5% this year  
Employee contributions will only increase 3.6% to 5% over next several years. No approval yet
- Enrollment changes are for November 1<sup>st</sup>

#### Question:

Are there other changes as in copays and out of pocket or just in contribution?

#### Answer:

Your plan design will not change. The plan remains the same.

### Peer Advocacy [Jacob Larsen](#)

- Welcome Darshana to Peer Advocacy Committee. ISU veteran of 15-17 years that is instrumental in helping faculty prepare excellent online and hybrid classes. One of the many areas where talented ISU staff directly contribute to the high-quality teaching
- Maintaining connections with Ombuds and Wellness Office



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- Continuing research on PTO policies with local companies that could compete for ISU employees. This also includes paid parental leave
- Discussing ‘Did You Know’ article topics. Recent newsletter included Lynne Campbell’s ISU land grant mission, who is also on Peer Advocacy Committee

### **No Questions**

#### **Policies and Procedures Paul Easker**

No Report

#### **Professional Development [Matthew Femrite](#)**

- The Professional Development Committee held first in-person Seminar Series Event in 18 months on September 7, 2021. Karen Couves and Sue Tew-Warming presented, “Taking Care: Including Mindfulness in Your Day.” There was a total of 13 attendees, 4 present in the room and 9 participating online
- The Professional Development Committee is in the process of planning the October Seminar Series Event

### **No Questions**

#### **Professional Development Sub-Committee [Tera Lawson](#)**

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- The Request for proposals for the 2022 Professional and Scientific Council Professional Development Conference is NOW OPEN!!! The link to the [online survey](#) is available through the Professional Development Conference Page on the Council Website
- We need each of you to help us to recruit the best presentations and presenters for the upcoming conference, which will be held on February 23, 2022, at the Gateway Hotel and Conference Center
- The conference will once again be dedicated to continuing to Cultivate the Adventure of our fellow P&S Employees and this year's conference theme will be Engage, Innovate, Evolve! All selected sessions will tie into this theme, fit within one of the four areas of focus (health and wellness, human interactions, leadership, and professional resources), and engage P&S Employees in personal and/or professional development
- **DUE DATE FOR SUBMISSION OF CONFERENCE PROPOSALS AND RECOMMENDATIONS FOR SPEAKERS IS OCTOBER 8TH, 2021**
- We need your help to make the 2022 Professional and Scientific Council Professional Development Conference a success!

### Representation [Jason Follett](#)

- Professional and Scientific Council continues to recruit interested P&S employees who would be willing to serve when vacancies occur. If appointed to fill a vacancy, you would
- Attend the general monthly meeting, typically held on the first Thursday of the month from 2:10 PM to 4 PM. If you are unable to attend the monthly meeting, you would arrange for a substitute to serve in your place

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- Serve on one of the seven Professional and Scientific Council committees <https://www.pscouncil.iastate.edu/about-us/committees>. These committees generally meet once a month from 1 PM to 2 PM on the same day as the general Council meeting, although there will be work to do between each meeting
- The average monthly time commitment for a Councilor is four to eight hours per month, which varies depending on the committee you participate on and the time of year
- The Representation Committee encourages P&S employees wishing to be put on the vacancy list and/or those with any questions and/or concerns to please email [pands-r@iastate.edu](mailto:pands-r@iastate.edu)

### Unfinished Business and General Orders

#### Chris Johnsen

- Second Read and Motion to Endorse the 2021-2022 Strategic Initiatives of Professional and Scientific Council

The Iowa State University Professional and Scientific Council engaged in a 2021-2022 strategic initiative planning session during ad-hoc committee meetings held during the month of July 2021. Council will work to address these 2021-22 priorities in addition to, or in conjunction with, the council priorities of: Serving as the voice of P&S employees in the shared governance structure; investigating and responding to P&S employee concerns; providing professional development opportunities for P&S employees; honoring P&S employees; representing P&S employees; and encouraging P&S employee engagement.

The strategic initiative ideas, suggestions, and comments provided by councilors during the July 2021 ad-hoc committee meetings were condensed into five strategic initiatives by the council Executive Committee during its July 19th retreat. They include:

- ✓ Expanding efforts with university leadership to improve employee engagement, retention, and satisfaction through **meaningful supervisor training with a focus on the**

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**fundamentals of being a supervisor** at Iowa State University, addressing basics such as supervisory processes in hiring and onboarding practices, recruiting diverse candidates, robust employee evaluations, and standardizing compensation practices across departments and divisions.

- ✓ Advocating for a revised University budget model that prioritizes annual **performance-based increases** for P&S employees with a satisfactory performance review, ensuring that competitive, market-driven salary increases are a recurring, budgeted expense through secured funding; without sacrificing or reducing existing leave policies, benefits, and services.
- ✓ Continuing to **build and cultivate the P&S employee experience** to create a work environment where P&S employees are safe and feel welcomed, supported, included, and valued by the university and each other.
- ✓ Expanding efforts to **highlight the value of P&S employees and the advantages of including P&S employees** in shared governance, including increasing P&S employee participation in large-scale university committees and helping to connect employees with resources that highlight the value of P&S staff, such as university awards.
- ✓ Aiding in addressing recruitment and retention inequities through active engagement in the discussion and decision-making process during **the development of the 2022-2027 ISU Strategic Plan, ensuring that** the interests of all Professional and Scientific **Council** employees are represented.

Council committees and vice presidents will reference ideas and suggestions collected from councilors as a foundation for the development of meaningful strategies to address priorities and initiatives.

**Motion:** Include ‘creating and maintaining a inclusive environment in the list of basic supervisory processes’

**Motion adopted**

**Motion:** Call to vote to approve this as amended

**Approved**

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### New Business

None

### Open Discussion for the Betterment of Council

2 years ago a ISU alumni raised 3 million dollars for the children's hospital in Iowa by raising a beer sign. You can do huge things at the University with very little....Go Cyclones

Can we do a survey for members to see who wants to meet in person or virtually?

### Announcements

#### **Jeff Jackson**

- Mark your calendars for the upcoming CyBUY Supplier Show! It will be held on September 30<sup>th</sup> from 10:30 – 1:30 in the Great Hall of the Memorial Union
- New for this year! Procurement Services will also be offering informational sessions focused on the resources available to assist you in navigating your cyBUY experience during the cyBUY Supplier Show
- The complete schedule of sessions is on the Procurement Services Website under cyBUY, [Supplier Show 2021](#)
- Come and explore options offered by cyBUY Suppliers AND consult experts prior to making purchasing decisions, see what is available to you through the cyBUY Marketplace and how to make

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the purchase, and meet the people behind Iowa State University Internal Stores and attend sessions on how to use their systems

- Please note Jeff Jackson was substituted by [Tera Lawson](#) of Procurement Services

**Executive Committee Meeting:** September 16th, 2021, 10AM-12PM  
206 Durham

**General Council Meeting:** October 7<sup>th</sup>, 2021, 2:10-4PM, Gallery  
Room, Memorial Union

**Adjournment: 4:00 PM**