

# IOWA STATE UNIVERSITY™

## Professional and Scientific Council

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

# IOWA STATE UNIVERSITY™

## Professional and Scientific Council

### December 2021 Meeting Minutes

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

Meeting called to order at 2:10 PM

#### **Substitutes:**

No Substitutes

Guests: Jonathan Wickert, Kristi Darr, Andrea Wheeler

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

A Quorum was established

#### **Approval of Agenda**

- Agenda approved

#### **Approval of the Minutes**

- Minutes of the November 3, 2021, General Council Meeting were approved as submitted

#### **Administrative Reports**

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

- Continue to encourage vaccinations
- Campus [vaccination clinic](#) on Dec. 15<sup>th</sup> and 16<sup>th</sup>
- Voluntarily upload vaccination status into Workday

# IOWA STATE UNIVERSITY™

## Professional and Scientific Council

- Second [winter session](#) is Dec. 20<sup>th</sup> to Jan. 14<sup>th</sup>. Over 1500 students registered and 58 courses available. Winter session plan approved for 5 years

### Vice President for University Human Resources [Kristi Darr](#)

- Entry level pay adjustments and changes to minimum
- Affects [PS801-PS804](#)
- Continued [class/comp reviews](#)
- Compliance with executive order 14026
- [Workflex](#) update. Working on approvals

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

- Continued discussion of U.S. Diversity requirement
- New committee to be formed and to be charged with the change
- Online workshops

### Professional and Scientific Council Executive Committee Reports

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

- Welcome new Councilors Lorena Dorado-Robles and Karrie Daniels
- Continued discussions on Workflex
- Attended Peer Advocacy Committee meeting
- [Strategic Planning Process](#)
- [Steering Committee](#)

# IOWA STATE UNIVERSITY™

## **Professional and Scientific Council**

- Livestream [interviews](#) of DEI candidates
- Feedback on Hybrid Council meeting

### **Secretary/Treasurer Sarah Larkin**

- No Report

### **VP for Equity and Inclusion [Jahmai Fisher](#)**

- Update on VPDEI candidates coming to campus late this week and next week
- Update about plans to introduce motion requesting more transparent practices related to international applicant recruitment and hiring at January's general P&S Council meeting

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

- No Report

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

- No Report

# IOWA STATE UNIVERSITY™

## Professional and Scientific Council

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

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

- Thank you for taking the time to nominate your colleagues for the 2021 CYtation Awards. The committee looks forward to reviewing the nominations and learning about the outstanding work done by P&S employees across the university
- We continue to encourage submissions for [Highlighting ISU Staff](#). All nominators will be entered for a chance to win a scoop at ISU Creamery

#### **Communications Deanna Sargent**

- No Report

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

- Draft 1 of the Compensation and Benefits report

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

- Discussed next steps on PTO project. Working on paid parental leave
- Discussed different newsletter topics
- Discussed how to start promoting employee interest groups

# IOWA STATE UNIVERSITY™

## Professional and Scientific Council

### Policies and Procedures [Paul Easker](#)

- Sick Leave Policy Clarification
- After a brief conversation with UHR about how they interpret the policy, the short answer is yes, you can use sick leave for mental health
- We will have an update with some resources in the next P&S newsletter in regard to this topic with links to resources
- Will be working on maintaining a supervisor training course in canvas
- Please do contact us if you have any questions about any policy and we will look into it
- One recent potential policy that has been brought up is that there is currently no policy that states how long an employee can be a term employee until they are moved to continuous, so we will be looking into what we can do about this

# IOWA STATE UNIVERSITY™

## Professional and Scientific Council

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

- The next Seminar Series event is, “Growing with Professional and Scientific Council: A Panel Discussion about Serving as a Council Member,” December 14<sup>th</sup>, 2-3 PM, 3560 Memorial Union/WebEx
- Seminar Series events continue to be posted to Learn@ISU
- No Seminar Series event in February

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

- I wanted to remind everyone that one of the ways to invest in P&S employees is to plan for them to attend the February 23<sup>rd</sup> Professional and Scientific Council Professional Development Conference! It will be held at the Gateway Hotel and Conference Center
- The Council Professional Development Conference Subcommittee would also like to share what we are looking at for projected expenses for this year in the categories of speakers, conference supplies, venue, and food. The slide shows those projected numbers and the percentage of total expenses for each of those categories
- We have also confirmed that our Keynote Speaker will be Sarah Noll Wilson. Sarah is a fantastic and engaging speaker and we are very excited to have her. She will be a returning Keynote for the Conference. We had her as our Keynote Speaker 4 years ago and the attendees loved her. This year her Opening Keynote will be discussing Intent and Impact, she will also be presenting one of our



# IOWA STATE UNIVERSITY™

## Professional and Scientific Council

concurrent sessions. We will have three sections of 6 concurrent sessions this year

- So you may be wondering how our projected expenses compare to previous years. This slide shows the actual expenses for 2019, the percentage of total expenses, as well as the actual expenses for 2020, the percentage of total expenses and you can see that they are very similar. The 2021 actual expenses and percentages are different because we had a virtual event and did not have to provide food for the attendees. We've also included the early and regular registration rates for each of the three years and we estimated approximately 450 attendees. Please note that we were able to hold the registration rate steady in 2019 and 2020
- On the next slide you will see that with our projected expenses our 2022 Early Registration Rate will be \$120 and our Regular Registration Rate will be \$140. Early Registration will run from January 4<sup>th</sup> – January 31<sup>st</sup>, Regular Registration will run from February 1<sup>st</sup> – February 15<sup>th</sup>, and registration will close at the end of the day on February 15<sup>th</sup>
- We hope that you will mark your calendars now and make plans to join us on February 23<sup>rd</sup>!!!

### Representation [Jason Follett](#)

- The Representation Committee continues to prepare for the 2022 election. In early January 2022 we will receive the yearly update on the number of P&S employees and their overarching supervisory division. We will use this data to determine the number of Councilor seats per division and what seats need to be



# IOWA STATE UNIVERSITY™

## **Professional and Scientific Council**

up for election. Further, we will notify Councilors whose terms end June 2022 if they are eligible to seek re-election

- We encourage P&S employees to attend the P&S Council Seminar Series Event “Growing with the Professional and Scientific Council: A Panel Discussion about Serving as a Council Member,” December 14, 2021, 2-3 p.m., 3560 Memorial Union/WebEx

### **Unfinished Business and General Orders**

- None

### **New Business**

- None

### **Open Discussion for the Betterment of Council**

- None

### **Announcements**

**Sara Parris**

### **[Health and Wellness Symposium 2022](#)**

February 4, Memorial Union, 12-5 PM

This event is FREE

**Chris Johnsen**

**Reimen Gardens** [Winter Wonderscape](#)

# IOWA STATE UNIVERSITY™

## **Professional and Scientific Council**

**Seminar Series Event: “Growing with the Professional and Scientific Council: A Panel Discussion about Serving as a Council Member,”** December 14, 2021, 2PM-3PM, Room 3560, Memorial Union/WebEx

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

**General Council Meeting:** January 6, 2021, 2:10PM Room 3580, Memorial Union/WebEx