

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	X
Lainey Crawford	X	Rano Marupova	X
Karrie Daniels	X	Gayle Mastbergen	X
		Chris Myers	X
Susan DeBlieck	X	Sara Parris	X
Lorena Dorado-Robles	A	Christine Reinders	X
Paul Easker	X	Deanna Sargent	X
Tom Elston	X	Jamie Sass	A
Matthew Femrite	X	Jennifer Schroeder	X
Jahmai Fisher	X	Nicholas Streauslin	X
Jason Follett	X	Megan Van Heiden	A
Erin Gibson	X	Patrick Wall	X
Butch Hansen	X	David Welshhons	X
John Hascall	X	Rich Wrage	X
Lesya Hassall	X	Yue (Iris) Yin	A
		Misty Zimmerman	X
Marlene Jacks	X		

March 2022 Meeting Highlights

Call to Order & Seating of Substitutes (Sara Parris for Jamie Sass)

Meeting called to order at 2:10 PM

Substitutes:

No substitutes

Guests: Peter Dorhout

Establish Quorum (Sarah Larkin)

A quorum was established

Approval of Agenda

- Agenda approved

Approval of the Minutes

- Minutes of the February 3, 2022, General Council Meeting were approved as submitted

Administrative Reports

Strategic Planning Chair [Peter Dorhout](#)

- [Strategic Planning](#)
- Thank you to the Steering Committee and everyone who has participated
- Continual engagement process that involves stakeholders and campus
- 9-year process
- What ISU is going To-Be
- Focus engagement group involves [steering committee](#) and different working groups across campus
- [4 pillars](#) of strategic planning process

- Input through listening sessions in ultimate draft to President by the end of this month
- [Feedback form](#)

Question: Looking back at the To-Be statements; which of those would you say distinguish us from any other comparable university?

Answer: I think they all do. Working groups spent a lot of time thinking about that exact question. A lot of universities can say this, what is it that we can say. To-Be a top student focus, major research university is one that will distinguish us from other universities. Creating an inclusive environment that enables students, faculty, and staff to flourish is also one that can distinguish us as one that you can come and be educated at but also as a place to work and grow your career.

Question: In reference to the to-be statements: When we know what to do with something, how can we make sure that there are avenues in implementing?

Answer: Your observations and thoughts are why we have a pillar focused on community engagement. We anticipate, in the input processes, helping us understand as a university what priorities we need to be focusing on going forward.

Question: Can you talk a little bit about why a 9-year plan?

Answer: It's really going to be three 3-year plans with the opportunity to reflect, review, and pivot if necessary.

Question: How are we going to continue the momentum on the list of to-dos?

Answer: The working groups came up with the idea to create an Office of Strategic Success. This will have oversight and manages the process. It ensures that we are listening.

Professional and Scientific Council Executive Committee Reports

President [Chris Johnsen](#)

- [Reimagining LAS initiative](#) is a multi-year effort

- Second window of [WorkFlex](#) being implemented in a series of steps over the next 3 months
- Board of Regents approved 6% adjustment to [P&S Pay Matrix](#) effective March 1, 2022
- Finalist [interviews](#) for Director of Equal Opportunity and Title IX Coordinator
- New ad hoc Committee will be Peer Expert Community and Chaired by Sara Parris
- Vacancies on [Transportation](#) and [Traffic Appeals](#) Committees

No Questions

Secretary/Treasurer [Sarah Larkin](#)

- WebEx meeting update-Please attend entire meeting as we need to keep quorum
- June 2 General and Committee meetings will be at Reiman Gardens in the Garden Room

No Questions

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

- Working on the transparency of International Employee recruitment and hiring

No Questions

VP University Community Relations [John Burnett-Larkins](#)

- Meet and Greet for Constituents at Memorial Union Bowling March 10th at 3-5 PM. Free for P&S Employees

No Questions

VP for University Planning and Budget John Hascall

No report

Professional and Scientific Council Committee Reports

Awards [Susy Ankerstjerne](#)

- Planning for Cytation Awards Event in March
- Evaluating scoring for University Awards

No Questions

Communications Deanna Sargent

No report

Compensation and Benefits [Patrick Wall](#)

- Second read of FY 2023 Compensation and Benefits report

No Questions

Peer Advocacy [Jacob Larsen](#)

- Paid Parental Leave Project-Meet with other Universities
- Employee Interest Groups-Pollinator/Gardening Groups
- Researching local and national businesses that offer discounts for ISU Employees

No Questions

Policies and Procedures [Paul Easker](#)

- Update on investigation for potential policy advocacy regarding limiting the length term employees can be term before moved to continuous

- Out of 3,276 P&S employees, 831 are term (about 25%)
- Next question we are looking for an answer on; how many of the 831 people are grant funded and how many are not?
- P&S Term Employee Counts by End Date Year

End Employment Year:

- 2022 422
- 2023 229
- 2024 132
- 2025 30
- 2026 13
- 2027 4
- 2031 1

No Questions

Professional Development [Matthew Femrite](#)

- We continue to plan the Seminar Series for the remainder of the fiscal year and the following year
- Our next event is on March 8th, 2 to 3 PM. Isaac Ehlers, Financial Literacy Advisor from the Office of Student Financial Success, will be presenting, "Navigating Student Loan Repayment as a Higher Education Professional"
- This will be a hybrid event. You may join us in person in Room 3580 of Memorial Union or via WebEx
- Next Seminar Series Event on April 13, "What Not to Name Your Files", 2-3 PM, 3580 Memorial Union/WebEx

No Questions

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

- We had nearly 300 individuals in attendance, offered 17 concurrent sessions on a wide range of topics and ideas, had a

FANTASTIC keynote speaker, and provided opportunities for P&S Employees to focus on their professional AND personal development

- Without a dedicated group of nine volunteers, who were committed to making sure this 10th annual event dedicated to the person and professional development of their fellow P&S Employees occurred, this day would not have been possible
- I would like to take a minute to recognize each one of these volunteers who, since August when we released the Call for Proposals, have put a whole lot of effort into every aspect of the day in order to make it a great experience for each of the attendees. The members of the 2022 Professional and Scientific Council Professional Development Conference Subcommittee are: Nellie Corning, Kate Goudy, Matthew Femrite, Rano Marupova, Megan Van Heiden, Christine Reinders, Miles Trittle, and Jeff Jackson
- The Conference Evaluation Survey is open through the end of the day today. When the survey is closed the PD Conference Subcommittee will begin looking though and analyzing the evaluation data. We are also working to collect the invoices and expenses from the conference. I will come back to a future Council Meeting to provide a Final Conference Financial Report just as soon as all of the bills are received and paid
- Expect to see a call for proposals in August. We will be looking for new ideas, topics, and people to share them with us! This is your advanced notice. This can't happen without each of you

No Questions

Representation [Jason Follett](#)

- Councilor nominations will be open from February 4 through March 4, 11:59. Communications has updated the election website, has a link to the [Qualtrics](#) which will collect the nominations

- Once nominations are closed, Representation will review the submissions and build the election ballot in Qualtrics for each division. The election will open at 8 AM on Monday, March 21 and close at 11:59 PM on Sunday, March 27. Communications Committee would distribute the proper divisional link via email blast on Monday, March 21. Representation would encourage Communications Committee to send voting email reminders March 23 and 24

Unfinished Business and General Orders

- Second Read of FY23 Compensation and Benefits Report. Motion approved to send to university leadership
- Nominations now open for FY22-23 Professional and Scientific Officers:
Patrick Wall elected as President-Elect
Sarah Larkin elected as Vice President for University Community Relations
Marlene Jacks elected as Vice President for Equity and Inclusion
Susan DeBlieck elected as Secretary/Treasurer

New Business

Peer Expert Community (Sara Parris)

I am very excited to share with you an idea I had several years ago that is now, finally, coming to fruition

When I came to work at Iowa State in 2015, I found myself feeling very isolated. The work was interesting and rewarding, but the clinic's senior leadership team had all left, I was running an auxiliary which is not the norm on campus, and since there are no other human health clinics on campus, I didn't have any other healthcare finance people to reach out to. There were many times where I thought to myself "someone on campus has to be doing this, and doing it well, but I have no idea who they are or how to find them" so instead I went about creating everything from scratch, with a lot of trial and error along the way. I no longer feel that sense of isolation, and Council has provided me with the best network of peers to reach out to. But even as I became a seasoned

fiscal officer, I still encountered situations where I knew someone else on campus had probably figured out a way to do something, and to do it well, but because I had no idea who that person was, I had to reinvent the wheel. I suspect that most of you have found yourselves in similar situations

So how do we find each other? Here's my plan so far:

- Use Canvas to facilitate Group Discussions

- Recruit ad-hoc committee members for the Peer Expert

- Community committee. I will be chair through at least FY23

- Timeline: Want to further define with my committee, although I hope to give all of Council access before the April meeting

- Envision the Committee closing old discussion threads and creating a resource with FAQs for users to reference without having to search through old threads

- As of now the intent is not for this committee to live on forever, but rather to get this Community running and stable, where it can hopefully be owned by an existing committee

If you are interested in being part of the ad-hoc committee, please reach out to Sara Parris at sparris@iastate.edu

Open Discussion for the Betterment of Council

Announcements

Seminar Series Event: “Navigating Student Loan Repayment as a Higher Education Professional,” March 8, 2022, 2PM-3PM, Room 3560, Memorial Union/WebEx

Seminar Series Event: “What Not to Name Your Files,” April 13, 2022, 2-3 PM, 3580 Memorial Union/WebEx

Executive Committee Meeting: March 17, 2022, 10AM-12PM, 206 Durham

General Council Meeting: April 7, 2022, 2:10PM, 3580 Memorial Union

Lynne Campbell

[Milkweed Kits](#)

DRAFT