

# IOWA STATE UNIVERSITY™

## Professional and Scientific Council

### March 2023 Meeting Minutes

Last	First	February	Substitute
Ankerstjerne	Suzanne	X	
Burnett-Larkins	John	X	
Campbell	Lynne	X	
Corning	Nellie	X	
Couchman	Steve	X	
Crain	Matthew	X	
Crawford	Lainey	X	
Daniels	Karrie	X	
Das	Anindita	X	
Easker	Paul	X	
Ehlers	Isaac	X	
Femrite	Matthew	X	
Finch	Jennifer	X	
Fischer	Mike	X	
Follett	Jason	X	
Graves	Laura	X	
Groomes	Whitney	X	
Jacks	Marlene	X	
Jensen	Megan	X	
Johnsen	Chris	X	
Knoblock	Judy	X	
Kuehl	Ally	X	
Ladewig	Emily	X	
Larkin	Sarah	X	
Larsen	Jacob	X	
Luiken	Liz	X	
Marks	Autumn	X	
Marupova	Rano	X	
McNicholl	Susan	X	
Myers	Chris	X	
Nye	Heidi	X	
Prouty	Tina	X	
Reinders	Christine	X	
Riley	Sarah	X	
Sargent	Deanna	X	
Sarver	Sohpia	X	
Sass	Jamie	X	
Saxena	Anugrah	X	
Schroeder	Jennifer	X	
Singh	Prashant	X	
Socia	Lora	X	
Streauslin	Nicholas	X	
Thompson	Michelle	X	
Wall	Patrick	X	
Warg	Melissa	X	
Wellik	Kaylee	X	
Welshhons	David	X	
Zimmerman	Misty	X	

# Thursday, March 2, 2023 Agenda | 2:10 P.M. Room 3580, Memorial Union

## Call to Order & Seating of Substitutes (Patrick Wall)

## Establish Quorum (Lynne Campbell) Quorum established

### 1. Approval of the Agenda

Agenda stands approved

### 2. Approval of the Minutes February 2, 2023 General Council Meeting

Minutes stand as approved with addition of Marlene Jacks to attendance

### 3. Administrative Reports

**Jonathan Wickert, Senior Vice President & Provost**

**Amanda De Graff, Institutional Research**

Peer Institution Update: Board of Regents charged the 3 universities to review and update peer institutions for approval at February meeting

- Board use for performance benchmarking (retention, graduation rate, ...)
- Current “Peer 10” list created in 1986, updated only once (Penn State for Arizona)
- Only 1 has ISU listed as a peer
- Most have greater admissions selectivity, medical schools, and are larger

Review Process: Started from 24 candidate institutions

- Land grant, R1 institutions
- Used IPEDS, NSF HERD, and other reputable data sources for comparisons
- Examined different weighting factors and correlations among indicators
- Goals to identify schools similar to Iowa State across a broad range of indicators
- Good fit exists on institutional mission and culture
- Ranked in the middle (5th-7th) in most categories
- Towards the top in STEM enrollment
- Towards the bottom for cost of attendance/tuition and operating revenues

New Peer Institutions:

**Keeping three (in bold below), and updating seven proposed peers:**

- **Michigan State University**
- **North Carolina State University**
- **Purdue University**
- Colorado State University
- Kansas State University
- Oklahoma State University
- Oregon State University

- University of Missouri
- University of Nebraska
- Virginia Tech University

8 institutions list ISU as peer (all but Purdue, NC State), 3 have human medical schools, 9 have a veterinary medicine college, Enrollments range from 22,000-50,000, All are land grant with Extension, locations coast-to-coast

#### **4. Professional and Scientific Council Executive Committee Reports**

##### **President (Jamie Sass)**

Good afternoon, Councilors! I have just a few updates for you today.

First, I wanted to say a big thanks to the sub-committee who has been working tirelessly to plan the 2023 Professional and Scientific Council Professional Development Conference. It is the dedication of these individuals that allowed many of our colleagues across the university an opportunity engage in a day of personal and professional development—as the weather cooperated, of course! An especially big thank you to Tera Lawson for leading the sub-committee for the last seven years. This is Tera's last year, and one of Council's immediate tasks is to identify a replacement for Tera to start the process for the 2024 conference. If you have experience with event planning or a love for details, I would love to talk to you.

Second, February was a busy month. Patrick and I had the opportunity to discuss the Compensation and Benefits report with UHR this week. We are looking for ways to collaboratively action items in the report, understanding the evergreen limitations of budgets and personnel. Much of what appeared in the report was mirrored in the feedback that was gathered from Councilors at our January meeting. My hope is that today we can began creatively looking at ways

To end, one of my favorite meetings of the year is our March meeting because it closes out elections. I'm excited about the results—not only for our potential new Councilors, but for our officer positions who we are voting for today. Don't forget we are taking nominations as a part of the unfinished business, so there is still time to consider becoming even more involved.

##### **Secretary/Treasurer (Lynne Campbell)**

I wanted to clarify that we did not purchase Hootsuite yet. That is under consideration and a decision will likely be made for the 2023-2024 academic year.

##### **VP for Equity and Inclusion (Marlene Jacks)**

The Equity and Inclusion Committee was involved in two important meetings to address constituent concerns regarding inadequate parking space at the University.

The first meeting organized by UHR Ed Holland was to discuss parking numbers with Director Mark Miller and ask how sufficient the parking space is at the University given the multiple concerns constituents have inquired about. We were equally concerned about work place accessibility for colleagues who utilize motorized equipment to get to work each week and how they have been impacted. How well does Iowa State meet the needs of the ADA regulations? The Equity and Inclusion committee was pleasantly pleased to learn how well the Iowa State parking exceeds the ADA regulations is very significantly.

The committee was presented with excellent data from Mark regarding the ADA requirements for the University. We discovered from the first meeting our parking department exceeds the required parking spaces required by the federal requirements. Mark also encouraged our committee to have our constituent concerns brought directly to his office so adjustments and new concerns can be addressed as employee needs and numbers changed annually throughout the year based on new hires and employee injuries.

The second Equity and Inclusion meeting was with Brad Hill Associate Director of the MU. The meeting highlighted MU concerns about ADA reserved space and the percentage reserved at the MU. There will be a follow up meeting to further clarify if an adjustment is recommended in 2023 based on the ADA regulation.

Mark Miller in particular had a strong and committed system to continue to meet the needs of parking concerns and we trust this proactive system will continue to meet the individual needs of constituents as they receive request.

### **VP University Community Relations (Sarah Larkin)**

Shared information about upcoming events:

- CyBowl: On March 24<sup>th</sup>, the P&S Council a Meet and Greet at CyBowl and Billiards in the Memorial Union from 3-5 p.m. Enjoy shooting pool and learning about how the council is working on your behalf. This is a great opportunity to visit with councilors and get your questions answered. Come see if you can beat Chris Johnsen in bowling.
- Beer Lab tour will be offered on April 12<sup>th</sup>. There will be a registration form to submit for up to 40 P&S employees.
- We are working on organizing a steam tunnel tour for May. Stay tuned.

### **VP for University Planning and Budget (Matthew Femrite)**

No report

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

### **Awards (Susy Ankerstjerne)**

I am sharing a brief update:

- Our committee will help support and score University awards.
- Please consider adding some sunshine by nominating a colleague for Highlighting ISU

### **Communications (Deanna Sargent)**

No report

### **Compensation and Benefits (Liz Luiken)**

- I am looking forward to leading this committee and we are looking forward to next year!
- We will be working on processes, putting together a timeline, and a survey to get feedback.

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

- New Did you know? Article will feature gender neutral bathrooms and lactation spaces.
- Received feedback about ISU Discounts and learned that Spotify is offered only a student discount. Will discuss how we can update list of discounts – standing list and keep updated.

Question from Jamie: How do you solicit / inspiration for did you know articles?

Answer: We discuss potential topics at beginning of year. We also explore passion in the committee to share with Professional & Scientific Staff.

- Question: How do you know location of lactation rooms and gender neutral? How access? Discussion: Councilors shared that there are FP&M published materials. There is not a location in Howe Hall but person would need to go to another location. We need to contact [Facilities Planning and Management](#) to find out if there is a list.

Recommendation: Would like locations listed on ISU map. Lactation spaces identified and you can search locations, it does not identify gender non-binary locations. All-gender locations can be found [here](#). Youth can look on the [Child Care and Family Services website](#) for lactation support. Every building has a [building supervisor](#), and that person may be able to provide locations. Would be good to have information at one location. Should explore [My State App](#) for a variety support information. [John Burnett-Larkins](#) shared that could be added to the newsletter.

- Who knew that collectively we know so much?
- If you have topics to share, please send to Jacob.

### **Policies and Procedures (Paul Easker)**

- Policy for has been shared and comments are due on the 10<sup>th</sup>
- Can send to policy and send to the [Policies and Procedures Committee](#)

### **Professional Development (Jennifer Schroeder)**

- We wrapped up the conference and, minus the ice, was very successful.
- Tera will provide a report.
- We have finalized the [Seminar Series](#) for the rest of the year
- April: Negotiations
- May: Meditation and Mindfulness

### **Tera Lawson's report:**

- We had a very successful conference with 300 people in attendance.
- We started with the call for proposals in August.
- A huge thank you to session presenters who dedicated time to share their session.
- Survey – and evaluate evaluation data
- This will be the last year that Tera is serving as the Chair of the committee.
- Tera will provide a financial report

Question: Liz Luiken How make decision about holding the conference or cancelling?

- Consulted with conference planning and management and the President's office.
- One consideration is that the contracts are signed that includes facility, catering, and keynote speaker
- Registration would not be refunded
- The decision was to follow the decision of what campus did

### **Representation (Jason Follett)**

- No report due to election proceedings

## **6. Unfinished Business and General Orders**

- Open nominations for Councilors
- Close nomination for Councilors
- Officially closes at 11:59 on March 3, 2023

Question: Liz: Regarding not having enough, why close the nominations?

- Academic affairs has a good pool of candidates
- No nominations from the president's division.
- Recruit councilors!

## **7. New Business**

### **Election of 2023-2024 P&S Councilor Officers**

#### **President-Elect:**

- Can self-nominate
- 1<sup>st</sup> call for nominations:
- 2<sup>nd</sup> call submitted their name
- Jason Follet self-nomination
- Matthew Femrite self-nomination
- Last call for nominations for president-elect
- Motion: To close.
- Remarks shared by Jason
- Remarks shared by Matthew
- Vote.
- Jason Follet elected to serve as the next President Elect

#### **Vice President of University Community Relations:**

- First call for nomination: Sarah Larkin
- Second call for nominations: none
- Motion to close nominations
- Sarah shared remarks
- Cast unanimous ballot: Sarah Larkin elected

#### **VP for Equity and Inclusion:**

- First call for nominations: Marlene Jacks self-nomination
- Second for nominations
- Last called for VP Equity and Inclusion
- Motion to close nominations
- Marlene shared remarks
- Cast unanimous ballot: Marlene Jacks elected

#### **VP for University Planning and Budget:**

- First call for nominations: Steve Couchman self-nomination
- Second for nominations: none
- Last called for VP for University Planning and Budget
- Motion to close nominations

- Steve shared remarks
- Cast unanimous ballot: Steve Couchman elected

### **Secretary /Treasurer**

- First call for nominations: Suzy Ankerstjerne and Lynne Campbell
- Second call for nominations: no additional nominations
- Last call for nomination for Secretary / Treasurer
- Motion to close nomination
- Suzy shared remarks
- Lynne shared remarks
- Vote for Secretary/Treasurer
- Suzy Ankerstjerne elected to serve as the next Secretary/Treasurer

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

P&S Council – “What do I want P&S Council to have achieved in a year?”  
(Jamie Sass & Patrick Wall) We will explore how we will use this information.

Follow-up

### **9. Announcements**

- Announcements from Councilors – none
- Executive Committee Meeting: March 15<sup>th</sup>, 2023,  
Virtual (or TBA)
- Council Meeting: April 6<sup>th</sup>, 2023, 2:10 PM, Room 3560, Memorial Union  
**This is a different meeting location.**

Time: 10-12noon,

**Please note:**

### **Adjournment**