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<td>Matthew Femrite</td>
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June 2022 Meeting Highlights

Call to Order & Seating of Substitutes (Jamie Sass)
Meeting called to order at 2:10 PM

Substitutes: Kimberly Rinker for Nellie Corning; Dave Brotherson for Karrie Daniels; Kody Henke for Liz Luiken; Tera Lawson for Jahmai Fisher
Guests: Ed Holland, Dwaine Heppler

Establish Quorum (Sarah Larkin)
A quorum was established

Approval of Agenda
• Agenda approved

Approval of Minutes
Minutes of the May 5, 2022, General Council Meeting were approved as submitted

Administrative Reports

University Human Resources Director of Benefits Ed Holland and Associate Vice President of Human Resources Delivery Dwaine Heppler
• WorkFlex second window has closed. Became effective May 16th
• 9% utilization in second window
• Moving from request process to business process in Workday
• Third window of WorkFlex begins June 6th
• Summer WorkFlex schedule may look different from the rest of the year
• Anticipating a UHR WorkFlex survey to managers
• WorkFlex questions can be emailed to hr_delivery@iastate.edu
• WorkFlex options

Question: From HR’s perspective, it’s perfectly fine if your summer has a different schedule than you would have during the year?
Answer: Yes, from HR’s perspective it is. The whole point is flexibility.

Question: Are you sending out notifications that people who currently have WorkFlex need to reapply?
Answer: We don’t have anything in Workday right now. That doesn’t mean we couldn’t put a notification in there.

Question: What if I need to make an adjustment to my current WorkFlex agreement?
Answer: Work with your supervisor on the adjustment and when the next window to apply is available, make it official.

Professional and Scientific Council Executive Committee Reports

President Chris Johnsen
• Councilors were involved in high level university committees, such as, steering committee for 2022-2031 strategic plan and search committees
• Senior Vice President for Operations and Finance Pam Cain retiring this fall
• Working on Council’s yearend report
• WorkFlex is many years in the making and not yet complete

No Questions

Secretary/Treasurer Sarah Larkin
No Report

Vice President for Equity and Inclusion Jahmai Fisher
No Report

Vice President for University Community Relations John Burnett-Larkins
No Report

Vice President for University Planning and Budget John Hascall
• Expected to announce parameters for FY23 performance based salary increases

No Questions

Professional and Scientific Council Committee Reports

Awards Susy Ankerstjerne
Communications Deanna Sargent
No Report

Compensation and Benefits Patrick Wall
No Report

Peer Advocacy Jacob Larsen
• Still working on paid parental leave
• Working on WorkFlex survey
• Interest groups are still a focus
• Laura Smythe is new university ombuds

No Questions

Policies and Procedures Paul Easker
No Report

Professional Development Matthew Femrite
• Seminar Series survey for virtual vs. in person delivery. Survey had 34 responses. 82% favor virtual
• Next Seminar Series Event on June 13, “Stroll Into Summer: Well-Being Wherever You Are”, 2-3 PM, 3580 Memorial Union
• In July, we will release a recording of “Mindful Eating: It Really Isn’t About The Food,” By Stephanie Downs. This will be released on Learn@ISU by July 1
• August 9th at 3 PM in Room 3560 in Memorial Union, Relational vs Positional Leadership in the Workplace, presented by Tera Lawson

No Questions

Professional Development Subcommittee Tera Lawson
• Almost 300 in attendance for the February 23rd Professional and Scientific Professional Development Conference
• Offered 17 concurrent sessions
• 185 evaluation survey respondents. 97.8% reported being satisfied or very satisfied with the conference. This is with a 63% survey response
• We had $20,638.62 to start with in August for the 2022 Professional and Scientific Council Professional Development Conference. We work hard to maintain a balance forward of about $20,000 each year
• We have already held space on Wednesday, February 22, 2023, at the Gateway Conference Center for the 2023 Professional and Scientific Council Professional Development Conference. So please mark your calendars and start thinking about content you can share with your fellow P&S Employees

**Question:** Why were we not charged for the rooms at the conference?

**Answer:** It was their first large scale event held this year.

**Representation** Jason Follett

• Working on Committee assignments for FY23

**No Questions**

**Unfinished Business and General Orders**

• **Lynne Campbell** elected as FY23 Secretary-Treasurer
• WorkFlex survey update: 795 responses and working on strategy to analyze data. Using Microsoft Access for responses

A report for WorkFlex survey results will be available in July for Council and presented to Senior Administration

**New Business**

• Recognition of Outgoing Councilors

• Recognition of Outgoing Executive Committee Members
  Chris Johnsen -President, Jamie Sass -President-Elect, Sara Parris -Past President, Jahmai Fisher -VP Equity & Inclusion/Chair Equity & Inclusion Committee, John Burnett-Larkins -VP University-Community Relations, John Hascall -VP University Planning & Budget, Sarah Larkin -Secretary-Treasurer, Patrick Wall -Chair - Compensation & Benefits, Matthew Femrite -Chair- Professional Development

**Open Discussion for the Betterment of Council**

None
Announcements
Seminar Series Event: “Stroll Into Summer: Well-Being Wherever You Are,” June 13, 2022, 2-3 PM, 3580 Memorial Union
Executive Committee Meeting: June 16, 2022, 10AM-12PM, 206 Durham
General Council Meeting: July 7, 2:10 PM, Sun Room, Memorial Union

Cardinal Women is now accepting applications until June 15th

Installation of New Councilors, Committee Chairs, and Officers
• Seating of the 2022-2023 Councilors and Executive Committee