

IOWA STATE UNIVERSITY™

Professional and Scientific Council

Thursday, June 2, 2022 Minutes | 2:10 P.M.
Sun Room, Memorial Union

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

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

No Report

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

Kalli Baker, Valyn Bodensteiner, Susan DeBlieck, Lorena Dorado-Robles, Tom Elston, Jahmai Fisher, Glenn “Butch” Hansen, John Hascall, Lesya Hassall, Jeff Jackson, Gayle Mastbergen, Megan Van Heiden, Patrick Wall, Rich Wrage, Yue (Iris) Yin

- 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