

# IOWA STATE UNIVERSITY™

## Professional and Scientific Council

Thursday, June 1, 2023 Agenda | 2:10 P.M.  
Gold Room, Memorial Union

Last	First	Present	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		
Das	Anindita	X	
Easker	Paul	X	
Ehlers	Isaac	X	
Femrite	Matthew	X	
Finch	Jennifer		
Fischer	Mike		
Follett	Jason	X	
Graves	Laura	X	
Groomes	Whitney	X	
Jensen	Megan		
Johnsen	Chris	X	
Knoblock	Judy	X	
Kuehl	Ally	X	
Ladewig	Emily		
Larkin	Sarah	X	
Larsen	Jacob	X	
Luiken	Liz	X	
Marupova	Rano	X	
McNicholl	Susan	X	
Myers	Chris		
Nye	Heidi		
Prouty	Tina	X	
Reinders	Christine	X	
Riley	Sarah		
Sargent	Deanna		
Sarver	Sophia	X	
Sass	Jamie	X	
Saxena	Anugrah	X	
Schroeder	Jennifer	X	
Singh	Prashant	X	
Streauslin	Nicholas		
Thompson	Michelle	X	
Wall	Patrick	X	
Warg	Melissa		
Wellik	Kaylee	X	
Welshhons	David		

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

Substitutes seated: No Substitutes

## **Establish Quorum** (Lynne Campbell)

Yes, quorum established.

### **1. Approval of the Agenda**

June 1, 2023 agenda approved.

### **2. Approval of the Minutes**

May 4, 2023 General Council Meeting minutes approved after a motion carried to change attendance record for Anl Das from absent to present.

### **3. Administrative Reports**

No reports

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

President (Jamie Sass)

Good afternoon, everyone! Today is my last message to you as Council's President. When we gather together next month with our newly seated Councilors, I'll be happily hanging out with our Councilors as the Past President. I'm very excited to see what Patrick will do in his year as Council and am excited to welcome Jason as President-Elect. We will miss Chris as our Past President greatly.

My report today will look a little different than previous ones. As part of my duties as Council President, I am responsible for summarizing the activities of Council at the end of the year. Council has its priorities, which are unchanging each year, and its strategic initiatives, which change each year in response to constituent feedback and Councilor experience. The report emailed to you by Patrick earlier this week is framed around both of these. A huge thank you to previous Council presidents for giving me a great framework for this report! Today, I will share some of the highlights of the year:

Council's priorities are to:

Identify the needs of our constituents, provide information and advice in response to those needs.

Recommend policies and procedures to the administration that benefit Professional and Scientific Employees

Assists in fulfilling the mission of Iowa State University

Council's strategic initiatives were ambitious this year—as they are most years, for good reason. They included:

1. Aiding in Professional and Scientific employee retention through:
  - supporting a revised University budget model that prioritizes annual performance-based increases for P&S employees with a satisfactory performance review, ensuring that competitive, market-driven salary increases are a recurring, budgeted expense through secured funding; without sacrificing or reducing existing leave policies, benefits, and service
  - advocating for supervisor support, addressing basics such as: creating and maintaining an inclusive environment and recruiting and retaining diverse employee groups; supervisory processes in hiring, onboarding practices, and promotion processes; robust employee performance evaluations; conflict resolution
  - standardizing compensation across departments and divisions
  - expanding efforts with University leadership to improve employee engagement and wellbeing
2. Making recommendations for a more robust and equitable WorkFlex program, including increased communication about the process and implementation, increased hybrid and/or work from home opportunities, and increased autonomy for supervisors to make independent decisions for the needs of the unit
3. Educating Professional and Scientific employees to help them understand, engage with, and thrive in the complex University ecosystem

If I had a phrase for the year, it would be “ideation before execution.” As you can see from the report that was submitted to you (and added at end of minutes), Council worked to fulfill these priorities and strategic initiatives in a number of ways. Much of what happened this year was behind the scenes, in 1:1 conversations with senior leadership.

However, these conversations informed everything Patrick and I brought to the Executive Committee and therefore Council for consideration. While this drove a lot of the action this year, we had some very public work that our constituents could see: 1) The FY23 Council strategic initiatives, 2) [WorkFlex Satisfaction](#) - Executive Committee , 3) [Compensation and Benefits Report](#) - Compensation and Benefits Committee, and 4) Iowa Board of Regents on Salary Policies for FY2024—Council President Jamie Sass. Most of these efforts were well received by our constituents. As we called for feedback on the Comp and Benefit report, we got dozens of responses, which we used to revise the report and create a narrative and data-driven approach to the report. My letter to the Board of Regents flooded my inbox with responses, most of which were thankful for Council’s advocacy. We had a lot to think about this year that will hopefully be more fruitful next year.

One of our bigger challenges this year was advocating for supervisor support. This is a multi-layered concern from both employees and supervisors, and it is a strategic initiative that has appeared in a lot of different iterations over the years. Feedback from our constituents tells us supervisor support is a critical component of employee success. Although we are still working towards advocating for a more robust form of supervisor support, the Professional Development Committee successfully offered a number of Seminar Series events that help build desirable skills for a supervisor. Additionally, the Peer Advocacy Committee coordinated trainings with the Ombuds Office for conflict resolution, which was very well received. My recommendation for next year is to keep moving toward more comprehensive support for supervisors, including, but not limited to, partnering with other entities for trainings and offering support with finding existing resources.

Our third strategic initiative of the year was also a challenge: “Educating Professional and Scientific employees to help them understand, engage with, and thrive in the complex University ecosystem.” The genesis for this strategic initiative came from constituent concerns that we as Council usually can’t do a lot about—parking, for instance. The individual work we do here tends to be very siloed, and Iowa State is a behemoth of an institution with a lot of complexities and nuances that can be challenge to keep track of. In my mind, I thought “If I can’t change (fill in the blank) for a constituent, can I help them understand WHY the university operates that way?” Our constituents are smart, reasonable people, so I think knowing the “why” can go a long way in helping accept some of things that can’t be changed for now. As Patrick and I had these conversations with senior leadership, we were able to narrow in on some things that we think might be helpful. For instance, can we offer trainings, workshops, panels, educational materials, town halls, etc. on the following topics:

- Clarifying the university’s budget and the legislative process for employees
- Demystifying the role of the Board of Regents in our work at Iowa State
- Providing professional development opportunities for employees on a large scale
- Making human resource processes more accessible and transparent for employees

My recommendation is to keep those conversations going for next year and develop the ideas into something tangible i.e., to take ideation into execution.

Councilors, I encourage you to read the report if you haven’t already done so. I didn’t want to come up here and read the report to you verbatim, but please know I welcome questions you have.

I know I have said this to you all year, but it is worth repeating: the work you do here on Council matters. If we’ve moved the needle an inch (which we have!), it is better than no movement at all. Advocacy is slow, hard work—new Councilors, please don’t let that scare you off! I admire the people who put their time and emotional strength into doing work like this. For one last time from me to you—thank you. I appreciate you.

**Secretary/Treasurer (Lynne Campbell)**

- A reminder that all councilors need to sign in when you arrive and also pick up your placard.
- Attendance is recorded and added to the minutes based on attendance as noted on sign in sheets.

**VP for Equity and Inclusion**

No report

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

No report

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

No report

## 5. Professional and Scientific Council Committee Reports

### Awards (Susy Ankerstjerne)

- Thank you to the committee for your efforts in submitting report.
- Encourage councilors to acknowledge excellent work in the next couple of weeks Highlight ISU Staff

### Communications (Deanna Sargent)

No report

### Compensation and Benefits (Liz Luiken)

No report

### Peer Advocacy (Jacob Larsen)

No report

### Policies and Procedures (Paul Easker)

No report

### Professional Development (Jennifer Schroeder)

- Professional Development Seminar Series: June 13, 2-3pm (virtual), *Magic Customer Service*, Jennifer Schroeder, Associate Director, Accounts Receivable
- Check out Workday learns for more learning opportunities.

### Representation (Jason Follett)

No report

## 6. Unfinished Business and General Orders

Motion 23.4 to Amend the Rules & Bylaws of the Professional & Scientific Council (Second Read)

Second read of Motion 23.4

Patrick Wall provided a summary of the changes:

- 1) Seating substitutes omitted.
- 2) Committee moving to 6 committees.
- 3) Communication liaison
- 4) Chair will appoint vice chair.
- 5) Committee names change.

Reading of Motion 23.4

Proceed to vote on Motion 23.4

Moved to vote on Motion 23.4

Second to vote on Motion 23.4

Motion carried.

### Nomination & Election of Vice President for Equity and Inclusion (Jason Follett):

Election for vacancy of VP of Equity and Inclusion due to Marlene Jackson leaving Iowa State University  
Two councilors were nominated as candidates for the vacant position: Ani Das and Susan McNichol

Call for nomination of additional candidates.

Second call for nominations

Third and final call for nominations.

Hearing none, I invite the candidates to share remarks about who they are and why they wish to serve as the VP for Equity and Inclusion

[Ani Das](#) shared remarks (\*Note: Due to the acoustics, it was difficult to hear all of Ani's remarks)

- Works in the College of Design as a Diversity Equity and Inclusion Strategist
- Previously worked for Iowa 4-H Youth Development and Community Development
- My focus is working with staff and coordinating training on Diversity, Equity, and Belonging
- I listen to staff members and strive to foster inclusion.
- Shared comments about engagement activities where she provides service for Equity and Inclusion.

[Susan McNichol](#) shared remarks:

- Works in the College of Engineering as coordinator of [First Lego League](#)
- First Lego League is Designed to attract underrepresented and underserved
- Previously worked in Department of World Language and Cultures
- Thank you for the nomination because DEI is a personal and professional passion
- I have taken advantage of experiences on campus and completed a FIRST International Fellowship in Equity, Diversity, and Inclusion, furthering my knowledge and commitment to driving positive change through my profession.
- Last month President Wickert told us we need to do a better job of telling our stories and in my current position that is what I do: tell our story
- I can help the Council tell our story and ensure staff have a voice at the table.
- Lastly, I am a reliable team member. I meet deadlines. I arrive on time and respect others time.

Susan McNichol was elected as the VP of Equity and Inclusion.

## **7. New Business**

### **Recognition of Outgoing Councilors (Jamie Sass)**

Thank you for your service. You are appreciated.

John Burnett-Larkins  
Sarah Riley  
Heidi Nye  
Chris Myers  
Jacob Larsen  
Chris Johnsen  
Megan Jensen  
Jason Follett  
Karrie Daniels  
Steve Couchman  
Deanna Segreant

Please stand and give a round of applause. Thank you again!

### **Recognition of Outgoing Executive Committee Members (Jamie Sass):**

Thank you for your service. You have taken on extra time in your schedule and extra responsibilities.

Jason Follett  
Jennifer Schroeder  
Paul Easker  
Jacob Larsen  
Liz Luiken  
Deanna Sargent  
Susy Ankerstjerne  
Lynne Campbell  
Matthew Femrite  
Sarah Larkin  
Chris Johnsen  
Patrick Wall

Please stand and let's give a round of applause. Thank you again!

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

Patrick Wall: I wanted to share this idea with you for your consideration:  
Should we reduce the number of council meetings depending on the needs of the council and schedules?  
(summer months, Holidays, etc.)

Patrick Wall, Jamie Sass, and Jason Follett had a discussion about the scheduling of future meetings.

- Currently we have 12 meetings a year, but it is not mandatory to have 12 meetings a year.
- We discussed the possibility of not having 12 meetings and perhaps cancel a meeting if that makes sense.
- For example: We may not meet in December due to the Holidays. Exec will discuss this.

Discussion with councilors:

Liz Luiken: Wondering if there is discussion about 4<sup>th</sup> of July?  
Patrick Wall: Shawn Norman is on the schedule for July so that meeting will proceed as scheduled because this is an important topic.  
It is important for the P&S Council members to understand the financial situation.  
Jamie Sass: Advise that meetings are scheduled with an opportunity to cancel.  
Sarah Larkin: August is a huge month for student Workday  
Patrick Wall: I am a 4-H dad and the Iowa State Fair is in August.  
Jason Follett: Constitution allows for meeting every 75 days.  
Lynne Campbell: Is there any consideration to meet virtually in the summer months?  
Patrick Wall: That idea I will take that to Provost Wickert to determine if virtual meetings in the summer would be possible. That will influence our budget, however.  
Discussion: We could stack meetings with more time between meetings so there would be fewer meetings.  
Patrick Wall: Reminder that we need to reserve rooms in MU and are charged if we do not use them.

If you have any ideas, share them with Patrick or the Executive Committee and we will discuss further.

#### Chris Johnsen, Past President, Closing remarks:

Good afternoon, everyone. I'm breaking tradition as Council does not typically hear from the Past President in this capacity.

Today marks a big day for me, personally and professionally. As your past-President this year, this is the final time I will enter the Memorial Union as a member of the Professional and Scientific Council. A place I have enjoyed coming to at least once a month for the past 7 years. If you'll humor me for just a couple of minutes, I promise I'll be brief. I wanted to share with you a few remarks before I ride off into the sunset and a few final Thank yous as well.

As I look out into the current and future Council, I am reminded when I was a fresh face in the crowd. One who didn't speak up for the first couple years he was a Councilor and member of the Professional Development committee. I was proud to devote my time to the professional development of my fellow P&S employees. Our highlight event of the year, the PD conference remains a point of pride in my time serving on Council. Hearing from those who thanked us for the event, as it was, unfortunately, THE only PD opportunity they could participate in all year.

In our seminar series events, it was there where I found my voice. When we hosted a presentation about digital accessibility. YEARS before what we now have as a University digital accessibility policy. I found my voice in representing those who felt voiceless. But it didn't stop there. I had my shoulder tapped several times over the next couple of years to elevate my involvement on Council and run for president-elect. It just wasn't the right time. Instead, I waited. I waited until I had just been promoted to supervisor role in Extension and Outreach a few months earlier. I waited until there was a global pandemic approaching. And just two months before I took the president-elect office, my mother was diagnosed with Cancer. Then, 10 days before my term began, my mother suddenly passed away. She never got to see me do all this. But I believe she would be proud. And I will never forget the support and compassion I received from this Council and the Executive committee.

To think back over the past 7 years, professionally and personally, and **man how quickly they have gone**. P&S Council has continued to advocate for our over 3,000 constituents, over many issues. Some small, some quite large. Like the implementation of **Workday**. Greater understanding of work life balance, and amidst the global pandemic embracing **WorkFlex** as a new way of operating day to day business. All while continuing to keep ongoing needs of our constituents at the forefront of our senior leaders and the board of regents. Issues like **affordable childcare**, **mental health** - not only for our students - but for our staff as well, and of course **improved compensation and benefits**. One I am particularly proud of coming out of the pandemic is where P&S employees saw a 3.1% salary increase along with a discretionary increase of up to 4%.

On to my thank you's.

One last thank you to the Professional & Scientific Council. To those constituents who voted to elect me to Council, and to the Councilors who voted for me to become President-elect a little over 3 years ago. To the 3 years of Executive committees. We've exchanged countless ideas, Teams messages and emails. I'll miss ALL of it.

OK, maybe not all the emails. 🙄

To the Presidents that I've had the luxury and honor to follow after: Clayton Johnson, Jessica Bell, Stacy Renfro, Amy Ward, and Sara Parris, as well as the Presidents I hope I have positively influenced: Jamie Sass, Patrick Wall, and Jason Follett.

I'm thankful the time has passed where it is no longer just me and Provost Wickert on a monthly WebEx call with Councilors faithfully watching with their cameras off to preserve bandwidth and my reading of questions from the chat or looking for a raised hand icon.

To those Councilors who will be installed next in the agenda, and we won't get the opportunity to work together on Council matters - I challenge you all, as well as those Councilors whose terms extend beyond today - remember why you chose to run for Council. Remember who you were elected by, and who you represent. Get involved. Stay involved. Advocacy is not a sprint; it is a marathon. A marathon with no end. **You. Are. Leaders.** Do not give up.

My time is coming to an end, but the Council's is not.

The past 7 years have been some of the best years of my career at Iowa State. The leadership skills I have gained as well as the connections that I have made with others from all corners of campus and beyond. To administrators and senior leaders in Beardshear who now know me, and my family, quite well. The time has come and gone quickly, but I can assure you it will not be forgotten.

I want to close with something I came across not that long ago and see so many similarities of our work on Professional and Scientific Council.

Some of you might have also heard of this before:

***"The paradoxes of being a Servant-Leader"***

Be Strong enough to be weak  
Successful enough to fail  
Busy enough to make time  
Wise enough to say "I don't know"  
Serious enough to laugh  
Rich enough to be poor  
Right enough to say "I'm wrong"  
Compassionate enough to discipline  
Mature enough to be childlike  
Important enough to be last  
Planned enough to be spontaneous  
Controlled enough to be flexible  
Free enough to endure  
Knowledgeable enough to ask questions  
Loving enough to be angry  
Great enough to be anonymous  
Responsible enough to play  
Assured enough to be rejected  
Victorious enough to lose  
Industrious enough to relax  
and finally,  
**Leading enough to serve**

It has been an honor and a privilege to serve this Council and our constituents over the past 7 years, and the last 3 as a president-elect, President, and past-President.

Thank you  
Chris Johnsen

## **9. Announcements**

### **Announcements from Councilors:**

Professional Development Seminar Series: June 13, 2-3pm (virtual), *Magic Customer Service*  
Jennifer Schroeder, Associate Director, Accounts Receivable

Executive Committee Meeting: June 16, 2023, Time: 10-12noon, TBA

General Council Meeting: July 6, 2023, 2:10 PM, 3580, Memorial Union

## **10. Installation of New Councilors, Committee Chairs, and Officers**

### **Seating of the 2022-2023 Councilors:**

Patrick Wall: New Councilors please stand.

In accordance, with the Constitution of the Professional and Scientific Council of Iowa State University. the propose of Council is to serve as a resource and advocate for Professional and Scientific employees. The council identifies the needs of its constituents and provides information and advice in response to those needs and recommends policies and procedures to the Administration that benefit Professional and Scientific employees and assist in fulfilling the mission of Iowa State University. As members of the Professional & Scientific Council, keep this purpose in mind throughout your term on Council. Please be cognizant of the purpose and remember that we are all representatives not only of our P&S constituents but of the Professional & Scientific Council as a whole. I look forward to working with each and every one of you and getting to know you.

Congratulations, you are now officially a seated member of this Council.

Patrick Wall: Shared new committee assignments.

### **Seating of the 2022-2023 Executive Committee:**

Patrick Wall: New Executive Committee Members Please Stand

IN accordance, the Rules and Bylaws of the Professional and Scientific Council, the Executive Committee shall be composed of the current officer and the chairs of the standing committees. The Executive Committee shall accept items of business to bring before the Council and act for the council between regular meetings. The Executive Committee also acts as a cabinet for the President in an advisory capacity. As members of the Executive Committee, keep this definition in mind as we work together in the coming year. I look forward to working with all of you. I look forward to all we are going to accomplish in the coming year.

Congratulations! You are not officially seated member of the Executive Committee.

### **Seating of the President-Elect:**

Patrick Wall: I invite Jason Follett to the podium.

In accordance, the Rules and Bylaws of the Professional and Scientific Council, the President-Elect shall in the absence or incapacity of the president, assume as necessary the duties of the president and at the request of the President chair. The president-elect shall schedule regular meetings of the Council, call the representatives to regular meetings, and chair each meeting of the Council, and notify University Relations of dates and locations for meetings. The president-elect will be responsible for monitoring items of continuing council business and shall report to the Council on a regular basis regarding the status of council actions, and otherwise assist the president as requested. I look forward to working with you as you serve as President-Elect.

Jason Follett was seated as President-Elect.

## **Adjournment**

In Jason Follett's first official duty as President-Elect, he enthusiastically adjourned meeting.



## 11. Year End Report:

### Special Report to Council – June 1, 2023

#### FY23SP01 – Professional and Scientific Council Year End Report 2022-2023

#### Presented by: Jamie Sass, Professional and Scientific Council President, on behalf of the Professional and Scientific Council Executive Committee

The Iowa State University Professional and Scientific Council is an active participant in the shared governance process and participates in shared governance. Council continually strives toward service, advocacy, and representation of professional and scientific employees. As a part of this service, Council identifies the needs of our constituents, provides information and advice in response to those needs, and recommends policies and procedures to the administration that benefit P&S employees and assist in fulfilling the mission of Iowa State University.

Council fulfills its purpose in addition to its priorities of: Serving as the Voice of P&S Employees in the Shared Governance Structure, Investigating and Responding to P&S Employee Concerns, Providing Professional Development Opportunities for P&S Employees, Honoring P&S Employees, Representing P&S Employees, and Encouraging P&S Employee Engagement.

The 2022-2023 Professional and Scientific Council [consisted of 46 members](#) who did work on [eight different committees](#): Awards, Communications, Compensation and Benefits, Equity and Inclusion, Peer Advocacy, Policies and Procedures, Professional Development, and Representation. Members of the Executive Committee include our elected officers and the committee chairs seeing the committees listed above. The 2022-2023 Executive Committee included:

- Jamie Sass, President
- Chris Johnsen, Past-President
- Patrick Wall, President-Elect
- Lynne Campbell, Secretary/Treasurer
- Sarah Larkin, Vice President for University Community Relations
- Marlene Jacks, Vice President for Equity and Inclusion (left without replacement in May 2023)
- Matthew Femrite, Vice President for University Planning and Budget
- Suzanne Ankerstjerne, Awards Committee Chair
- Deanna Sargent, Communications Committee Chair
- Liz Luiken, Compensation and Benefits Committee Chair (replaced Erin Gibson in January 2023)
- Jacob Larsen, Peer Advocacy Committee Chair
- Paul Easker, Policies and Procedures Committee Chair
- Jennifer Schroeder, Professional Development Committee Chair
- Jason Follett, Representation Committee Chair

The information provided below serves to document the ways the council addressed its priorities and strategic initiatives. Each individual committee has year-end reports which are posted on the Council website.

Identify the needs of our constituents, provide information and advice in response to those needs.	<ul style="list-style-type: none"><li>- Identified needs of constituents and used information to advocate for employee needs through specific requests for feedback on:<ul style="list-style-type: none"><li>- <a href="#">The FY23 Council strategic initiatives</a></li><li>- <a href="#">WorkFlex Satisfaction</a> - Executive Committee</li><li>- <a href="#">Compensation and Benefits Report</a> - Compensation and Benefits Committee</li></ul></li><li>- Compiled councilor and constituent feedback and passed the <a href="#">FY 23.2 - Motion to Endorse the 2022-2023 Strategic Initiatives of Professional and Scientific Council</a> to document initiatives and share with university leadership</li></ul>
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	<ul style="list-style-type: none"> <li>- Appointed individuals to represent P&amp;S Employees on various university level committees. Based on university needs this year key, appointments included: Search committees for Senior Vice President of Operation and Finance and Vice President of Extension and Outreach; Athletics Council; Service Delivery Advisory Committee; Employee Benefits Advisory Committee; Peer Institution Advisory Committee; Library Committee; Strategic Initiatives Advisory Committee; Policy Advisory Library Committee; Traffic Appeals Board; WorkCyte Phase II Steering Committee</li> <li>- Updated and created new resources for employees to find information and provide feedback: <ul style="list-style-type: none"> <li>• Increased social media presence to better deliver information—Communications Committee</li> <li>• Developed an anonymous online form to provide feedback for Professional and Scientific Council—Executive Committee</li> </ul> </li> <li>- Continued to represent P&amp;S Employees in shared governance through: <ul style="list-style-type: none"> <li>• Engagement in dialogue at regular Campus Leaders’ Luncheon meetings with senior leadership</li> <li>• Engagement with Faculty Senate leadership</li> <li>• Attendance at meetings to represent employees perspectives related to ISU initiatives</li> <li>• Attendance at regular meetings with President Wintersteen, Provost Wickert, and UHR</li> <li>• Organization of meetings and facilitated conversations between the Executive Committee and senior leaders regarding university-wide initiatives.</li> <li>• Organization of meetings and communications to ensure follow-through on commitments and information shared with university community</li> </ul> </li> <li>- Developed and delivered a statement to the Iowa Board of Regents on Salary Policies for FY2024. Shared <a href="#">the statement</a> with all professional and scientific employees as well as university leadership and Faculty Senate leadership.</li> <li>- Fostered relationships with staff representatives at Iowa Regents universities. Met in-person and communicated regularly to discuss employee issues and gather relevant information.</li> <li>- Engaged with the ISU Ombuds Office to gather information—Peer Advocacy Committee. Engagements included: <ul style="list-style-type: none"> <li>• Ombuds Office presented yearly report overview at General Council meeting and answered councilor questions</li> <li>• Ombuds Office engaged in meetings to discuss employee concerns such as conflict resolution as well as offering seven very popular trainings on the topic</li> </ul> </li> <li>- Shared council events and updates through: <ul style="list-style-type: none"> <li>• The Council newsletter which was sent to all professional and scientific employees monthly—Communications Committee</li> </ul> </li> </ul>
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	<ul style="list-style-type: none"> <li>• Direct emails from Council President or appropriate point of contact</li> <li>• Meet and greets, including activities at CyBowl and on- campus tours organized by the Vice President for University Community Relations</li> <li>• Articles posted in Inside Iowa State and Iowa State news</li> </ul>
Recommend policies and procedures to the administration that benefit Professional and Scientific Employees	<ul style="list-style-type: none"> <li>- Researched, developed, and proposed the <a href="#">FY23.3 - To send the 2019 Compensation and Benefits Report and the Compensation and Benefits Recommendation for FY2024</a> to University Administration - Compensation and Benefits Committee</li> <li>- Passed <a href="#">FY 23.1—Motion on Tuition Reimbursement</a> -- Compensation and Benefits Committee</li> <li>- Advocated for employees in policy and procedure changes through the Policies and Procedures Committee Chair’s position on the Policy Library Advisory Committee. However, the Policy Library Advisory Committee was not very active this year, resulting in small number of policies needing active comments, including out of state work policies—Policies and Procedures Committee</li> <li>- Leveraged meetings with administration to communicate constituent needs regarding existing policies, programs, and procedures and changes to consider—Executive Committee</li> </ul>
Assists in fulfilling the mission of Iowa State University	<p>-Assist in fulfilling the mission of Iowa State University by participating in the shared governance structure and advancing Council priorities on behalf of staff. In addition to the items above the Council President and President-Elect met with President Wintersteen to work collaboratively, share feedback from staff and perspectives on university activities. Council also invited various campus leaders to promote the mission and vision of Iowa State University through presentations at Professional and Scientific Council meetings.</p>

The Iowa State University Professional and Scientific Council engaged in a 2022-2023 strategic initiative planning session during the General Council Meeting on July 7, 2022. The strategic initiative ideas, suggestions, and comments provided by Councilors during the July 7 meeting were grouped by the Council Executive Committee, during the Council Executive Committee Retreat on July 27, into three strategic initiatives which include those below. Implementation ideas and suggestions were also provided by Councilors for each of these three initiatives. The notes from that discussion were shared with each Council Committee and Vice President as ideas for consideration.

## Professional and Scientific Council Strategic Initiatives for 2022-2023

Strategic Initiative	Ways Addressed in 2022-2023
<p>Aiding in Professional and Scientific employee retention through:</p> <ul style="list-style-type: none"> <li>• supporting a revised University budget model that prioritizes annual performance- based increases for P&amp;S employees with a satisfactory performance review, ensuring that competitive, market-driven salary increases are a recurring, budgeted expense through secured funding; without sacrificing or reducing existing leave policies, benefits, and service</li> <li>• advocating for supervisor support, addressing basics such as: creating and maintaining an inclusive environment and recruiting and retaining diverse employee groups; supervisory processes in hiring, onboarding practices, and promotion processes; robust employee performance evaluations; conflict resolution</li> <li>• standardizing compensation across departments and divisions</li> <li>• expanding efforts with University leadership to improve employee engagement and wellbeing</li> </ul>	<p>Researched, developed, and proposed the <a href="#">FY23.3 - To send the 2019 Compensation and Benefits Report and the Compensation and Benefits Recommendation for FY2024</a> to University Administration - Compensation and Benefits Committee:</p> <ul style="list-style-type: none"> <li>• <i>Relational vs. Positional Leadership: Leadership in the Workplace, August 2022</i></li> <li>• <i>Effective Professional Reference and Nomination Writing, October 2022</i></li> <li>• <i>Conflict Management with the University Ombuds, December 2022</i></li> <li>• <i>Personalize Your Professional Development with LinkedIn and Workday Learning, February 2023</i></li> <li>• <i>Negotiation, April 2023</i></li> </ul> <ul style="list-style-type: none"> <li>- Appointed a member of the Executive Committee to serve on the hiring committee for the Senior Vice President of Operations of Finance to ensure representation for professional and scientific employees—Executive Committee</li> <li>- Met with the new Senior Vice President of Operations and Finance to discuss professional and scientific employee concerns, especially as it relates to budget and salary--President</li> <li>- Advocated for university-level awards for professional and scientific employees with the number and level of award</li> <li>- Appointed a member of the Executive Committee to serve on the hiring committee for the Senior Vice President of Operations of Finance to ensure representation for professional and scientific employees—Executive Committee</li> <li>- Met with the new Senior Vice President of Operations and Finance to discuss professional and scientific employee concerns, especially as it relates to budget and salary--President</li> <li>- Advocated for university-level awards for professional and scientific employees with the number and level of award comparable to faculty as recognition aids in employee engagement and retention—Awards Committee</li> <li>- Partnered with UHR for Adventure2 opportunities for employee engagement and wellbeing—Vice President of University Community Relations</li> <li>- Asked questions at Campus Leaders Luncheon meetings related to employee engagement and wellbeing—Executive Committee</li> <li>- Advocated for employees through meetings directly with President Wintersteen, Provost Wickert, and UHR on topics of</li> </ul>

	competitive compensation, increasing benefit costs, and employee morale— President and President-Elect
Making recommendations for a more robust and equitable WorkFlex program, including increased communication about the process and implementation, increased hybrid and/or work from home opportunities, and increased autonomy for supervisors to make independent decisions for the needs of the unit	<p>- Submitted <a href="#">WorkFlex Satisfaction Report</a> to senior leadership and Faculty Senate Leadership. Shared with all Professional and Scientific employees. -Executive Committee</p> <p>- Continued conversations with university leadership about future of program, including eliminating application windows and increasing autonomy for supervisors to make streamlined decisions —President and President-Elect</p>
Educating Professional and Scientific employees to help them understand, engage with, and thrive in the complex University ecosystem	<p>- Met with President Wintersteen, Provost Wickert, and UHR to discuss educational opportunities for employees regarding high-level concerns:</p> <ul style="list-style-type: none"> <li>• Clarifying the university’s budget and the legislative process for employees</li> <li>• Demystifying the role of the Board of Regents in our work at Iowa State</li> <li>• Providing professional development opportunities for employees on a large scale</li> <li>• Making human resource processes more accessible and transparent for employees</li> </ul>