

# IOWA STATE UNIVERSITY

## Professional and Scientific Council

Thursday, 1 February 2024 | 2:10 PM | 3580 Memorial Union

ATTENDANCE			
Kerry Aistrophe	X	Chris Knight-Gipe	X
Suzanne Ankerstjerne	X	Sarah Larkin	X
Michael Boyd	A	George Loper	A
Nikki Brandon	X	Liz Luiken	X
Lynne Campbell	X	Rano Marupova	A
Nellie Corning	X	Susan McNicholl	X
Steve Couchman	A	Heidi Nye	X
Matthew Crain	A	Lucas Oerter	X
Anindita Das	S	Nathan Pick	X
Paul Easker	X	Jake Pippin	X
Isaac Ehlers	S	Tina Prouty	A
Sara Everson	X	Susan Ray	X
Rachel Faircloth	X	Christine Reinders	X
Matthew Femrite	A	Julieanne Rogowski	X
Jennifer Finch	A	Jamie Sass	A
Mike Fischer	A	Anugrah Saxena	X
Jason Follett	X	Jennifer Schroeder	X
Kate Garretson	A	Carrie Schwake	A
Taylor Gerdes	X	Michelle Thompson	X
Paul Gibbins	X	Brimah Vonjo, Jr.	X
Laura Graves	X	Adam Wade	X
Whitney Groomes	A	Patrick Wall	A
Lainey Heck	X	Melissa Warg	X
Molly Heidenreich	X	Leah Weeks	X
<i>X = Present, A = Absent, S = Substitute</i>			

### I. Call to Order & Establish Quorum – Jason Follett

A. Meeting started at 2:10 pm

### II. Approval of the Agenda and 7 December 2023 Council Meeting Minutes – Jason Follett

A. Changes: none

B. Approved

### III. Administrative Reports

A. Kristen Constant - Workday Student

1. January 29-Feb 2 – Mock semester to have students and user test the system

a) Collecting feedback to improve the system

2. Going live in 1.5 months

a) March 2024 – Academic Progress Report (APR) FNA: Degree audit

b) Summer 2024 in AccessPlus, after everything in Workday

c) Feb 10-18: Data migration

d) Feb 10 to Feb 12: Admissions will be unavailable

3. Student functions moving to Workday

a) Student registration, degree audit, financial aid

b) Changes

c) Course number expansion, preferred vs legal name, automatic prerequisite checks, course waitlist function, course fee request forms

B. Steve Mickelson - Workday Student

1. Staff will use 2 systems for a while (March to August)
    - a) Check both systems
    - b) Info for prospective students will be in Workday
    - c) Continuing student data in legacy system
  2. Staying the same
    - a) Canvas
    - b) CyHire
    - c) Dept Residence
    - d) ISU Bookstore
    - e) Parking
    - f) Thielen Student Health
    - g) MyState App
    - h) Dining Dollars
  3. How to login
    - a) Workday App
  4. Creating awareness
    - a) Meeting with colleges, Student Service Directors
    - b) New training webpage in development: Suggested training for different roles
- C. Questions:
1. AccessPlus and ADIN will be retired
  2. Workday provides extra service to us as early adopters
  3. Access will be provided as requested and needed
  4. Canvas and Workday are linked both ways

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

##### **A. President – Patrick Wall**

“If you’re helping someone and expecting something in return, you’re doing business, not service.” ~Author unknown

This quote hit me as I scrolled social media. For those of us in education, I’m not even sure how to interpret it...or even where we fit. In Extension and higher education, we have long promoted ourselves as being service-minded, service-oriented, service-driven, all for the benefit of students and fellow lowans. However, we DO expect something in return! We expect a fair, competitive wage, and a manageable workload. So, are we truly conducting business as the quote implies???

For many of us, it is woven into our DNA that helping people is what inspires us, drives us, helps us get out of bed every day. I think we have done an incredible job of relaying that story of service. Unfortunately, I have to wonder if that story has contributed to the detriment of our “business.” Should our story pivot to more of a business transaction between us and those we teach? If so, how? I certainly don’t look at my son’s 5th grade teacher as an employee, but as parents we do have expectations as to what that transaction should produce in the end: a prepared 6th grader. I don’t have all the answers, but I want us all to think about the “products” we produce. How do we leverage those products to our own benefit? We’ll discuss this further in March.

Over the next hour, you are going to hear about products: conferences, awards, elections, reports, summaries, etc. all within this room. Education is a business, and a very noble one at that. Be proud of the products we produce.

My apologies for my absence; I am attending a professional development opportunity out of state. I trust the Executive team to carry on. Go Cyclones!

##### **B. Secretary/Treasurer – Suzanne Ankerstjerne**

1. Councilors should be receiving council business related emails and should reach out if they are not.

##### **C. Vice President for Communications and Community Relations – Sarah Larkin**

1. Adventure 2 – Bicep Curls Challenge
2. Beer Lab Tour on February 13 at 4pm. Email Sarah to be on the waitlist.
3. April get-together in planning at the SICTR – more information soon
4. SHOP needs plastic bags and egg carton donations

##### **D. Vice President for Compensation and Benefits – Liz Luiken**

1. A sub-group met with UHR in January to better understand Cost of Labor and Cost of Market, which was very helpful in starting the compensation portion of the report.
2. Today our committee spent our time brainstorming and outlining the remainder of the compensation and benefits report. Our committee members will be spending this month gathering data and writing the report, with the goal of having an initial draft completed by the end of February.

##### **E. Vice President for Diversity, Equity, and Inclusion – Susan McNicholl**

1. Developing how hybrid meetings could work for Council, looking at Student Innovation Center resources.

- a) Parking at SICTR \$2
  - b) Could add Qualtrics option for council meeting voting
  - c) Attendance policy questions
  - d) Committee meetings would be scheduled by chairs in spaces they determine
- 2. Discussed House File 2112 that would make it illegal for undocumented residents to receive tax-payer services. Discussing the effects on campus services
- 3. Practical training for Free Speech
- F. Awards Committee Chair – Michelle Thompson
  - 1. Cytation awards have been scored. Nominators and winners have been notified. Invitations have been sent and RSVPs for the award ceremony are due by February 9th.
  - 2. Planning continues for the award ceremony. The bookstore, Reiman Gardens, and Athletics have all confirmed donations for award recipients.
- G. Governance Committee Chair – Paul Easker
  - 1. Councilor nominations open until Feb 29 – we are going to have about 21 vacancies coming up – tell your friends to join.
  - 2. Consider running for Council officer role – if you have questions about running, any of the current officers will be happy to tell you more about their roles.
    - a) President Elect
    - b) VP for Communications & Community Relations
    - c) VP for Diversity, Equity, and Inclusion
    - d) VP for Compensation & Benefits
    - e) Secretary/Treasurer
  - 3. Division vacancies and councilor election eligibility. Based upon a review of the eligibility file, below are the vacancies on council by division:
    - Academic Affairs: 13
    - Operations & Finance: 2
    - President's Office: 2
    - Student Affairs: 3
- H. Peer Advocacy and Policy Committee Chair – Rachel Faircloth
  - 1. Ombuds training
  - 2. Exploring the possibility of Adventure2 points for staff trainings
  - 3. Discussing networking opportunities for new employees
  - 4. Exploring how to make Council more appealing with perks
- I. Professional Development Committee Chair – Jennifer Schroeder
  - 1. We are in the final stages of conference planning. At the end of January, we had 237 paid registrants. Registration will go through the 20th. We have some exciting items planned, including donations to support our community and giveaway donations from our community businesses. The conference will be Wednesday, February 28, 2024 at the Gateway Hotel and Conference Center.
  - 2. Seminar Series: Two-part seminar series in February and April with UHR Class and Comp. In February we will welcome Emma Houghton for P&S Class and Comp Structure to be a broad overview of the class and comp system at ISU. In April they will be back to discuss the class and comp structure in action so please join us February 13 from 2-3 in 3580 Memorial Union.

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

- A. Revised Council Meeting Schedule – Patrick Wall and Jason Follett
  - 1. May: moved meeting from May 2 to May 16
  - 2. June: NO MEETING
  - 3. July 11: no change
  - 4. August: NO MEETING
  - 5. September: Sept 5

## **VI. New Business**

- A. Nominations open for P&S Council Representative Seats – Paul Easker
- B. Nominations open for P&S Council 2024-2024 Officers – Paul Easker

## **VII. Announcements**

- A. Announcements from Councilors
  - 1. **Travel and Event Services Showcase** hosted by Procurement Services.
    - a) Noon-3:30 on February 15th in the Sun Room of the MU.

b) They are bringing in external suppliers and internal resources who can assist you with planning future events and/or travel and will provide you with a face-to-face opportunity to get your travel and event questions answered, as well as explore the travel and event services that are available to Iowa State University Employees!

## **2. P&S Council Professional Development Conference**

a) Wednesday February 28, 2024 at the Gateway Hotel and Conference Center

B. Executive Committee Meeting: Thursday, 15 February 2024 | 9 AM – 11 AM

C. Council Meeting: Thursday, 7 March 2024 | 2:10 PM | 3580 Memorial Union

D. Seminar Series Event:

1. Tuesday, 13 February 2024 | 2 PM – 3 PM | 3580 Memorial Union | Pre-Registration encouraged via Workday Learning

***ISU P&S Classification and Compensation Structure*** – Emma Mallarino Houghton, Director of Compensation and Talent Acquisition

This session is intended to be a broad overview of the P&S Classification and Compensation structure used at ISU. The session will cover how the P&S Classification and Compensation structures are organized, managed, and updated. This will include discussion of our classification titles, job levels, and how jobs are organized into the compensation structure. We will also go over our market-based philosophy and how that is used to build our compensation structure.

## **VIII. Adjournment**

A. Meeting adjourned at 3:20 pm