

# IOWA STATE UNIVERSITY

## Professional and Scientific Council

Executive Committee Meeting  
Monday November 21, 2016 | 10 AM - 12 PM | 107 Lab of Mechanics

### Members

Bethany Burdt - Present  
Jim Harken- Present  
Clayton Johnson -Present  
Jessica Bell - Present  
Ben Green - Present  
Samone York -Present  
Tera Lawson - Present  
Kara Berg - Present  
Nick Van Berkum - Present  
Jordan Bates - Absent

### Opening Go Around

#### Main agenda item from your committee report or council report:

Jessica Bell- I hope to have an update on the class and comp review after meeting tomorrow.

Tera Lawson- Updates on the PD conference. Registration and website updates.

Jim Harken- All PD seminar series dates are filled and speakers confirmed.

Ben Green- Communications plan updates and working with the Communications Committee

James Studley- The Comp and Benefits Committee is trying to figure out what motions need to be brought to the council. Possible Paternity/Maternity leave recommendations coming forth to the Exec Committee soon.

Kara Berg- The CYtation awards deadline is coming soon. The Awards Committee may need to produce another Constant Contact email to remind employees of the deadline.

Clayton Johnson- Campus wide communication

Nick Van Berkum - Meeting with Kari Dickson at FPM about lactation spaces and discussing the next steps in establishing new spaces in Heady Hall and Lagomarcino and possibly other places around campus. He is also working on possible mentoring program.

Bethany Burdt - The Policies and Procedures Committee is addressing the Policy Library and how to improve employees' familiarity with it.

Samone York- She is meeting with FSA's about campus climate and gathering feedback.

### **10/28/16 Meeting with President Leath**

#### **Updates**

President Leath wanted to gather input regarding flight services and what recommendations Council would give him in regards to communicating with employees about the issues that have been raised by the media lately.

11/1 and 11/10 Regarding Council language in FLSA guide  
The November 1<sup>st</sup> meeting was with Miles Lackey and the November 10<sup>th</sup> meeting was with Kristi Darr, Emma Houghton, and Diane Muncrief.

### **11/16/16 Meeting with Dr. Bob Donley, BOR Executive Director**

He talked about the flight services issues but brought up other P&S employees concerns and issues. The group also discussed FLSA issues, Class and Comp review concerns, and campus climate issues. Bob offered his support regarding P&S involvement in the upcoming Class and Comp review which will affect all P&S employees.

### **11/18/16 University Budget Advisory Committee (UBAC)**

The current state of the Legislature was addressed.

President Leath is meeting with the Governor about FY18 budget priorities. The group discussed salary increases being a priority for the University. All unit heads will come up with budget priorities which are connected to the new strategic plan.

The group discussed Fall '17 tuition rate increase proposals including a differential tuition for 5 identified programs.

The early budget outlook is good for next year, but it's too soon to tell anything specific. Enrollment numbers looking to hold steady with maybe just a slight increase over last year.

- Invitation to serve on VP of Human Resources search committee

Clayton was contacted to be on the search committee for the VP of HR which is being led by Dean Schmittman from LAS.

### **Language for Strategic Initiatives regarding Diversity and Inclusion**

There was a discussion on what language to use for the P&S resolution regarding Diversity and Inclusion strategic initiatives. Suggested language from Jonathon Sturm and from Council was considered and the two suggestions were blended to create the proposal language that will be presented to the rest of the Council at the next meeting.

### **Campus Leaders Breakfast Questions-Ben Green**

Several topics were considered for questions for the Campus Leaders Breakfast. Some topics considered were:

- Council representation on University committees
- What can be done about salary and compensation structure issues in the interim before the Class and Comp review is complete 2-3 years down the road.
- Budget questions
- Legislature questions
- Campus climate issues
- What are future issues that will be addressed next semester?

Stacy Renfro  
James Studley

### **Lactation Breaks and FLSA Guidelines-Possible policy proposal**

- In response to new FLSA guidance concerning lactation breaks. There needs to be better guidance regarding this. No policy currently exists and the current guidance is ambiguous.
- Policy and Procedures Committee and Peer Advocacy Committees will work jointly to develop the policy.

Amy Ward

### **Representation Committee Questions-Stacy Renfro**

Structural Changes to Council are needed due to the new University organization.

Council needs a Bylaws Update (Page 7, Section 2)

Changes in the University structure brings about the need to update the Council bylaws to reflect the changes.

There was a discussion about when and how to update the bylaws to reflect these changes. The Rep Committee will present the motion to change the language in future meetings.

- Discussion topic - Do we need to organize differently so newly non-exempt employees are represented adequately?  
This is something the exec committee wants to keep in mind but most are in favor of waiting to see how the FLSA changes affect employees.

**Should the Council address the Student Government resolution requesting the BOR to consider the two-tiered comprehensive tuition restructure?**

Is this something we should address? Most of the exec committee feels that we need to request feedback from our constituents before we move forward with any sort of proposal.

Clayton will put some language together to share with constituents to gather feedback if needed.

**Potential Council action for the Spring**

- Shared Governance Documentation-Possible Ad Hoc Committee
  
- January Council Working Session regarding FLSA, Strategic Initiatives, etc.

**Closing Go Around**