

# IOWA STATE UNIVERSITY

## Professional and Scientific Council

Approved 8/15/13

Professional and Scientific Council  
Executive Committee Meeting  
July 18, 2013  
107 O&L Building

### Minutes

1. Welcome to 2013-2014 P&S Executive Committee
2. Introductions
  - a. What would you like to see this year?
    - i. More power to do things
    - ii. Participation by all of the councilors
    - iii. The Council's credibility and profile improve among the P&S Staff
    - iv. Visibility and perception of Council
    - v. Work with website
    - vi. To be more conversational and engaging in meetings
    - vii. More creative face to face dialogues
    - viii. Purpose to being on Council rather than just showing up and leaving
    - ix. Feel more like a team
    - x. Make the transition easier for new committee chairs
3. Role of Executive Committee
  - a. Way to give a direction to council
    - i. We make the big decisions and bring it back to Council so they can move forward
    - ii. Bring things to this group in order to get some ideas
      1. These ideas aren't allowed to go to the bigger group
  - b. Try and be as transparent as possible with the Council and P&S staff
  - c. Take feedback from the exec and bring it to the President, Committees, etc.
  - d. Serve as leadership and example to the rest of the Council
  - e. Encourage the representation to be involved in their representation areas
4. Committee Assignments Completed
  - a. Chair appointments have been notified
  - b. Role, website, communications, CyPoint, expectations, etc
  - c. What questions do you have as a committee chair?
5. Lindsey in the Des Moines Register (how cool was that!)
  - a. Can Council replicate this to highlight P&S employees
  - b. Get it out to the University community
6. Two Items for Discussion
  - a. Dear Solutions Center – (Emeritus status vs. P&S status)
    - i. There are issues with the wording of the email that goes out to staff leaving the institution
  - b. Term positions being over-utilized and merit positions becoming P&S (the impact that is having on P&S employees).
    - i. What are the term folks being told when they come in?

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- ii. Compensation and Benefits will be exploring this more
7. Open Forums for 2013-2014
  - a. Rooms are currently reserved
    - i. Amy will cancel them on a monthly basis as needed
  - b. They are going to be transitioning to a more professional development type title
  - c. Tentatively on January 16<sup>th</sup> Randy Dean
    - i. Dan Burden will follow up with Brenda about funding
  - d. Miles Lackey with his experience working for Elizabeth Dole
  - e. Partnering with other groups for Lunch and Learn, University Lectures, etc.
  - f. Wellness Ideas
8. Web Update Suggestions
9. Professional Development Conference Update
  - a. Talk with Pat about reserving time for next conference
  - b. Check with Randy Dean's agent
10. Ideas for President's Communication With Council:
  - a. Getting to know the president article
  - b. Presidents report format
11. Plan For An Executive Committee Retreat to Discuss:
  - a. Ideas for initiating conversations between Council members and P&S staff
  - b. Generating an email for each Council member to forward to their area
  - c. Contact leadership in each area to introduce council members
  - d. Issue announcements about committee and council meeting being open
  - e. Etc., Open dialogue to better Council communications/perceptions
  - f. Council Priorities Survey Results
  - g. Outgoing Council Member Questions Survey Results
  - h. New Councilor Orientation Program
12. Open Comments
  - a. Amy will work to replace Chris Fowler and appointing that person to the committee
  - b. Stacy has a few items that she will be soliciting attendance for from the group
  - c. Steve made 2 appointments to the reclassification committee
    - i. Discussion ensued about the appointments to committees
  - d. Dan brought up a group community service project opportunity for P&S Council
13. For The Good Of The Order
  - a. Next Executive Meeting; August 15<sup>th</sup>
  - b. Next Council Meeting; August 1st
14. Adjourn