

IOWA STATE UNIVERSITY

Professional and Scientific Council

**Thursday September 12th Minutes | 2:10- 4:00 PM | Pioneer Room,
Memorial Union**

2013-2014 Officers

President: Steve Mayberry

President-Elect: Amy Tehan

Secretary: Dick Pfarrer

Past-President: David Orman

Vice President UCR: Stacy Renfro

Vice President UPB: Lisa Rodgers

1. Call to Order & Seating of Substitutes (Amy Tehan) 2:14pm

Attending

X	Jessica Bell	X	Mary Beth Kaufman	X	Chuck Rodgers
X	Lynn Bagley	X	Kris Koerner	A	Lisa Rodgers
X	Christian Charbonneau	X	Joyce Lash	S	Diane Rupp
X	Tami Corcoran	X	Tera Lawson	X	Allan Schmidt
S	Elena Cotos	X	Steve Mayberry	S	Erin Schwartz
S	Bart Dobson	X	Jason McLatchie	X	Wendy Stensland
S	Katie Davidson	X	Robin McNeely	X	Amy Tehan
X	Glen Galvin	X	Sandy Oberbroeckling	X	Kipp Van Dyke
X	Kate Goudy-Haht	X	Josh Obrecht	X	Jessica Van Winkle
X	Ann Greazel	X	Dave Orman	S	Lindsey Wanderscheid
X	Melissa Gruhn	X	Dick Pfarrer	X	Mike Wilson
X	Colleen Humphrey	X	Mackenzie Heddens		
X	Clayton Johnson	X	Stacy Renfro		
		X	Dan Rice		

X – Present, A – Absent, S – Substitute

Guests

Brenda Behling, Provost Office
 Erin Rosacker, University Relations
 Veronica Dark, Faculty Senate
 Jonathan Wickert, SVPP
 Andy Bock, AFSCME
 Martino Harmon, AVPSA
 Robin Kelley, Office of Equal Opportunity
 Jane Tomesch, ELO

Substitutes

Pat Strah for Lindsey Wanderscheid
 Monica Howard for Katie Davidson
 Kelsi Johnston for Elena Cotos
 Ann Wessman for Erin Schwartz
 Shawna Saad for Diane Rupp
 John Byerly for Bart Dobson

2. Establish Quorum (Dick Pfarrer)

3. Approval of the Agenda

4. Approval of the Minutes

- a. August 2013 Regular Council Meeting

5. Administrative Reports

a. Introduction of Guests

- a. Martino Harmon- Associate VP of Student Affairs
 - i. Been on campus 4 days, but it is great to be here
 - ii. 17 years in Higher Education
 - iii. Thrilled to be at Iowa State University
- b. Robin Kelley- Director of the Office of Equal Opportunity
 - i. Been on campus about 7 months
 - ii. Working on web based training for Discrimination, Harassment, and Title IX

b. Senior Vice President & Provost (Johnathan Wickert)

- a. Good afternoon everyone. Thank you to Robin for sending me the links to the online training; it is great to see them getting off the ground. Also welcome to Martino.

If you picked up the ISU daily, we have 33,241 students this Fall and that is a big number! It is 2000 more students than we had last year. We are seeing growth across the university in just about every demographic and area. The diversity of the student body has also grown and I am excited to see this growth; we also have students from 106 countries and all 50 states. This is our 7th year of growth and our 5th year of record setting. We are excited about our native lowan enrollment and we have 1000 more lowans studying at Iowa State University this year compared to last year. We couldn't be happier to be capturing a larger market share of lowans. Enrollment growth at UNI and University of Iowa will continue to be priorities at those institutions as they did not see the growth that we did. What President Leath has been able to capture in the last two years has been great and it is wonderful to be the largest institution in the state of Iowa and the largest higher education institution for lowans in the world.

We have a lot of great work going on by the Iowa State team- we have more Cy Ride busses, we have hired 60 new faculty, and we have 900 more students in Department of Residence run housing. We had staff like Allan Schmidt and his team working to make sure that Blackboard was up and running. We have staff like Jan Scoville, Kipp Van Dyke, and Keith Robinder to make sure that as students come across issues that they are getting the support that they need. All of you are an integral part of the success here at Iowa State University, and though I mentioned some people by name please know that I appreciate all of your work.

Our class sizes are also increasing. We have classes that we are scheduling at different times due to classroom scheduling- 60% of our classes have 30 or fewer students in them. I was at the AAU Provost's convention last weekend and we continue to do well here at Iowa State University and we have an exciting story to tell.

We also had the Board of Regents meeting on campus and we submitted our appropriations request which was approved. We asked for 4% compared to 2.6% last year. We also recommended to keep a flat tuition increase for our lowans and a rate of inflation increase for non-residents. We also asked for a 10% increase for the Agriculture Experience Station and additional funds in Extension and Outreach and Veterinary Medicine. We begin early with the Legislature session agenda development and we hope this will help us be successful.

The Board of Regents Transparency Task Force will kick off next month and that group will meet ahead of the Board and take comments from the public. The Properties and Facilities Committee will be headed toward approving such projects before it gets to the larger board and this committee is making sure that thoughtfulness is being put into the upcoming projects. We are looking at an \$80 million project for renovating some buildings in addition to building a new building.

The new Research Park building project is moving forward and the \$12 million building will bring a new entrance and many offices to the Research Park.

I met with the Deans this morning and they are already looking for opportunities to collaborate and will be folded into this year's faculty hiring. The Ames Lab Director position will be moving forward and we are excited for this to happen.

One final note- make sure that you are being safe as you drive, walk, and bike around campus as we have many students and staff on our campus and we want to make sure that our community members are safe.

There is no central initiative for staff support for the new hiring of faculty. Some of the money for the hiring of faculty came from state appropriations, and many of the staff positions will come from budgetary funds rather than one central fund. The President's SEEC group is also working on recommendations and the setting of institutional priorities for hiring staff.

We are optimistic about the curve going up in our state appropriations rather than down as it has in recent history. While 4% isn't much higher than the level of inflation, we are also asking for money in other areas that will help offset the cost of more students here at Iowa State University. We are also revisiting the allocation formula of 40-40-20 that the three Regents Universities receive and are taking a hard look at whether this is still effective. We also have to look at our efficiency and the improvements that can be made in our efforts.

I think we have multiple reasons for our increased enrollment at ISU- the quality of education at Iowa State University is phenomenal and this is a big factor for more students in the competitive market of Higher Education. Price is also a huge piece; in a recessionary environment, students and families alike are looking at the value for their dollar. I also think that we have been intentional about our recruitment and this can't go unnoticed by those who we are marketing our product.

c. **Faculty Senate** (Veronica Dark)

- a. The Faculty Senate had its first meeting on Tuesday and we are excited for this year with our new business. We are considering two different task forces and though I am not sure of the implications on P&S Staff but Faculty are aware of the efforts of both faculty and staff. We are thankful that we are all contributing to the Iowa State University brand and if something else comes up that we are able to collaborate with we are more than willing to work with the staff.

At the Board of Regents meeting it was also clear that we want ISU to be the place to be for education in the state of Iowa.

d. **University Human Resources** (Brenda Behling)

- a. There is a search ongoing for the Director of University Human Resources and the search committee is hoping to bring as many as 5 candidates to campus on the week of September 23-27. We would like to encourage you to attend the open forums on each of those days at 1:30pm. More information will be forthcoming.

The 12+ Leadership Series will also be starting the week of September 23th and there are still spots available if you or anyone you know may be interested in registering.

We are also working with People Admin to upgrade our system and this will bring upgrades to the online PD and hiring modules.

Dates for Flu Shots are October 7th-18th. It is free to ISU employees and is provided by occupational health and is done at TASF.

1. Discussion of university policy updates (Kris Koerner)
 - a. There are [4 policies](#) that we have been reviewing and are working to submit a formal proposal for approval. We are seeking any comments and the policies are available on the P&S Council website until we vote in October. You also have the opportunity to make open comments until September 30th on the Policy Library website.
2. Voting on two nominees to replace representatives
 - a. Makenzie Heddens (President's Office)
 - i. Motion made by Dick Pfarrer, second by Chuck Rodgers- motion passes by simple majority placard vote
 - b. Lynn Bagley (Academic Affairs)
 - i. Motion made by Dick Pfarrer, second by Chuck Rodgers- motion passes by simple majority placard vote

7. P&S Council Executive Committee Reports

- a. **President** (Steve Mayberry)
 - a. I submitted my report via email, so please make sure you review this.
 - b. I wasn't able to make it to this month's board meeting but I want to make a few comments about the Board meeting I attended in August. Provost Wickert and President Leath spoke of two stories at the Board meeting and they highlighted ISU Extension and the wonderful efforts that the Extension Staff are doing. Iowa State University definitely shined in those meetings and it is a great time to be at ISU. We made some committee appointments on four different committees and one committee to the Board of Directors Retirement
- b. **Secretary** (Dick Pfarrer)
 - a. Name badge sign up sheet passed around. Still waiting on getting trained in Kuali to gain access to current account balance.
- c. **VP for University Community Relations** (Stacy Renfro)
 - a. No report
- d. **VP for University Planning and Budget** (Lisa Rodgers)
 - a. No report

8. P&S Committee Reports

- a. **Awards** (Colleen Humphrey)
 - a. The Awards committee met yesterday and we are in a holding pattern right now waiting for our nominations period to start. We are also encouraging the staff to attend the University Awards Ceremony on October 2nd at 3:30pm.
- b. **Communications** (Allan Schmidt)
 - a. We have moved our Seminars to the 2nd Tuesday at 2:00pm. We had 46 people attend in person and had 70 people watch online. We are going to work to update our communication technologies including the website to Drupal and we have put in for a newsletter software.
- c. **Compensation & Benefits** (Chuck Rodgers)
 - a. We discussed two policies, the salary benchmark report, and mandatory fees for those who are enrolled in classes. We also discussed the mandatory sick leave policy in the state of Iowa.
- d. **Peer Advisory** (Jessica Van Winkle)
 - a. We met today and I have not had any contacts this month. We also looked at a document on the website that hasn't been updated since 2008. We are also having the ombudsperson come to our next meeting. It was suggested that Peer Advisory reach out to the Equal Opportunity Office and Robin Kelley.
- e. **Policies and Procedures** (Kris Koerner)
 - a. Report as stated above in New Business.
- f. **Professional Development** (Amy Tehan/Dick Pfarrer)
 - a. We are starting to look at our conference for the upcoming year and working on getting our proposal together for the Provost and VP for Business and Finance. We are also looking at our affinity groups and what we can do to keep these functional throughout the year. As we start the planning for our conference, please keep in

mind that many people are needed to make this conference successful so we may be calling on volunteers to help as we begin our planning.

- g. **Representation** (Christian Charbonneaux)
 - a. We have been pretty busy this last month over email and we have started to compile a list of people who are willing to serve on University Level committees. We are going to keep a list of those that are interested and may contact you as opportunities become available. A full list of committees can be found [here](#).

9. Council Open Comments

- a. Council Priorities Workshop
 - a. Brainstorm specific goals council can work toward under each of the following priorities:
 - i. Salaries and Compensation
 - ii. Career path/moving up the pay grade
 - iii. Transparency of University Human Resources
 - iv. Professional Development
 - v. Moving tuition reimbursement up to four credits per semester
 - vi. Other:
 - b. Comments after the meeting can be emailed to swmaybe@iastaet.edu or ajotehan@ameslab.gov.
- b. The United Way of Story County Campaign has officially started and you should be receiving your form through campus mail this week. United Way of Story County does much more than just collect money. The three main areas of focus in the United Way Mission are Education, Health, and Income. Many of you had the opportunity to participate in the United Way Day of Caring, which is just one of the events that happens throughout the year. Even a small donation can make a big impact. You received an envelope in the mail this week with information about the annual contribution that you can make via payroll deduction, one-time payment, or ongoing pledge. As part of the Campaign, there are three Affinity groups that you can consider joining as well. The [Traditional Leadership Group](#), [Women with Initiative](#), and [Young Leaders Society](#) are all different opportunities for you to consider and each has different goals, impact, and furthered community service opportunities. These groups are individuals who are able to connect throughout the year to volunteer, network, and helps professionals grow in philanthropy.

10. For the Good of the Order

- a. **P&S Open Forum:** October 8th, 2:00 PM, Memorial Union Campanile Room Carrie Jacobs & Aaron DeLashmutt, *Recognizing and Managing Workplace Violence*
- a. **Next Council Meeting:** October 3rd, 2:10-4:00 Pioneer Room
- b. **Next Executive Committee Meeting:** September 19th, 1:15-3:00 PM, 107 Lab of Mechanics

11. Adjournment

- a. The meeting was adjourned at 3:59pm.