

IOWA STATE UNIVERSITY

Professional and Scientific Council

Executive Committee Meeting
Monday August 15, 2016 | 9 AM - 11 AM | 107 Lab of Mechanics

Members	Opening Go Around
Clayton Johnson	
Jessica Bell	Representation Committee
Melissa Gruhn	Surveys
Ben Green-Absent	
Samone York	FY 17 Budget Communication with Council
Jordan Bates	
Tera Lawson	Reports during Council Meetings
Kara Berg	
Nick Van Berkum -Absent	Updates from 8/11 Meeting with Provost
Bethany Burdt- Absent	
Jim Harken	Priority Planning List
Stacy Renfro	Develop a list to communicate to Council and post on
James Studley	
Amy Ward	Closing Go Around

Opening Go Around

- James Studley- Emma Houghton will attend next Compensation and Benefits Committee meeting.
- Jordan Bates- Plans to report on accrual accounting at the next full Council meeting.
- Clayton Johnson- Productive meeting with Provost and Brenda Behling
- Tera Lawson- Please send any speaker suggestions for the P&S Professional Development conference to pands-conf@iastate.edu
- Amy Ward- Communications Committee working on upcoming newsletter and training new members of the committee.
- Samone York- Meeting with Dr. Reg Stewart for letter of support and to discuss budgets for all the FSA's.
- Jessica Bell- Will discuss updates from her meeting with the Provost.
- Stacy Renfro- Committee will be working on replacing councilor who has left University.
- Kara Berg- University Awards meeting ceremony date will be announced at next meeting.
- Jim Harken - Dates are set for PD seminar series sessions and they will be communicated to P&S staff.

Representation Committee

Survey -

- A short survey to get feedback from councilors will be developed.

- Last year there was a survey from the Representation Committee that was only sent to new councilors and we received good feedback from them.
- This year the Representation Committee plans to send a survey to new councilors again and will evaluate to see if this survey needs to be sent annually or not.
- The Executive committee reviewed the proposed questions and provided feedback to Stacy about working changes.
- The Representation Committee will update a few of the questions per the feedback of the group.
- Proposed current and exiting councilor surveys - The Representation Committee also plans to develop separate surveys for current and exiting councilors as well.
- New Councilors survey will be sent after the September Council meeting.
- Current Councilors survey will be sent in October or November.
- Exiting councilor survey is planned to be sent at the end of the year in May.
- Will send official survey questions to the Exec Committee for review before they are sent to councilors.

FY 17 Budget Communication with Council

- The Executive Committee considered a request for a published budget to be shared with the full Council.
- It was determined that the General council operating budget will be published and the Treasurer will report at the September Council meeting.

Reports during Council Meetings

- Next year the Council will provide the option to have professional development training related to public speaking for P&S Executive Committee members.

Updates from 8/11 Meeting with Provost

- Asked for an update about P&S employees who teach. They are still working on this request.
- Term vs Continuous appointment conversation - The question was raised at Campus Leaders Breakfast last year and President Leath had specific concerns about this hiring method. Jessica and Clayton have spoken with leadership and are concerned that certain areas still using this practice.
- A meeting will be scheduled with the Provost, Bethany Burdt from Policies and Procedures Committee and Kristi Darr to discuss the issue.
- This may go to the Policies and Procedures Committee to propose a policy development through the PLAC Committee.
- Clayton asked the Provost for input on current priorities of council. He offered some helpful insight.
- Monthly meeting dates were set with Brenda and Provost for the rest of the year.

Priority Planning List

- Clayton and Jessica will work on a publishing a document to share with Council.
- They will identify items and summarize priorities and share how Council is going to approach each issue this year.
- The priority list will be documented in a Presidents special report to council, the Council newsletter, and on the Professional and Scientific Council website.

Closing - 10:56am