

IOWA STATE UNIVERSITY

Professional and Scientific Council

Meeting Minutes | Thursday, January 9, 2025, 2:10p.m. | 4250 SICTR/Team

GENERAL COUNCIL MEETING

| ATTENDANCE | | | | |
|---|---|--|--------------------|---|
| Chad Arnold | X | | Laura Kilbride | X |
| Michael Boyd | X | | Chris Knight-Gipe | X |
| Nikki Brandon | X | | Steve Kopecky | X |
| Lynne Campbell | S | | George Loper | X |
| Amy Carver | X | | Liz Luiken | X |
| Nellie Corning | X | | Susan McNicholl | X |
| Anindita Das | X | | Heidi Nye | X |
| Emily Dougill | X | | Lucas Oerter | A |
| Stacy Dreyer | X | | Nathan Pick | X |
| Paul Easker | X | | Deanna Powell | X |
| Isaac Ehlers | X | | Tina Prouty | X |
| Sara Everson | X | | Kasi Province | A |
| Rachel Faircloth | X | | Christine Reinders | X |
| Mike Fischer | A | | Brooke Rogers | X |
| Jason Follett | X | | Julianne Rogowski | X |
| Sarah Freestone | X | | Brian Rowe-Barth | X |
| Kate Garretson | X | | Anugrah Saxena | X |
| Taylor Gerdes | X | | Jennifer Schroeder | X |
| Paul Gibbins | X | | Sam Shelton | A |
| Laura Graves | X | | Maggie Shonrock | X |
| Snow Gray | X | | Lauren Tumey | X |
| Whitney Groomes | X | | Adam Wade | X |
| Sara Harris-Talley | X | | Patrick Wall | X |
| Kimberly Hope | X | | Melissa Warg | X |
| Alan Hulsebus | X | | Leah Weeks | X |
| Rachel Jones | X | | Jason Wiegand | S |
| <i>X = Present, A = Absent, S= Substitute</i> | | | | |

1. **Call to Order & Establish Quorum** – Jennifer Schroeder
 - Call to order at 2:10pm
 - Quorum established

2. **Approval of the Agenda and December 5, 2024, Council Meeting Minutes** – Jennifer Schroeder

3. **Administrative Reports**
 - Sean Reeder – Senior Vice President for Operations and Finance
 - Division overview
 - Finance
 - Finance Planning and Analysis
 - Operations and Strategy
 - Auxiliary Enterprise
 - Facilities Planning and Management

- Real Estate and Capital Planning
- Leadership team
 - Bonnie Whalen- Associate Vice President Financial Planning and Analysis
 - Duane Reeves- Assistant Vice President Auxiliary Enterprise
 - Wendy Kisch- Associate Vice President Facilities Management
 - Heather Paris- Associate Vice President Finance
 - Brandi Latterell- Assistant Vice President Real Estate and Planning
 - Kristi Dillon- Assistant Vice President Operations and Strategy
- Veenker Top Tracer Range
 - Virtual golf similar to Top Golf
 - No extra fees
 - Enhance experience on golfing
- Facilities Planning and Management Reorganization
 - Facilities Planning and Management Reorganization
 - Teams filled by end of Spring Semester
 - Currently working on posting and filling these positions
 - Sr. Manager
 - Manager
 - Coordinator positions
 - Form teams for all the range of services
 - Question? Are we changing from silos to pods? Wendy Kisch can visit and provide more details.
 - Will each service team be their own cost center, and will old worktags be inactivated and new worktags created? Wendy Kisch can visit and provide more details.
 - Workday Adaptive Planning
- Warren Madden Building (previously ASB)
 - Vacated last year during to a water leak
 - Occupants displaced during repairs
 - Repairs near completion- updates and improvements in the works
 - Occupancy scheduled for July-August
 - Space usage- Inside Iowa State
- Lebaron Hall
 - Demolition and excavation complete
 - Foundation pours, underground waterproofing and backfill in progress
- 2024 Accomplishments
 - Veterinary Diagnostic Laboratory (VDL) Phase 1 complete
 - University Museums Received Reaccreditation by the American Alliance for Museums. Retaining accreditation for over 40 years.
 - Reiman Gardens
 - Top 10 North American Public Gardens Worth Traveling for
 - Vacation Idea Magazine's 25 Best Things to Do in Iowa with Kids list.
- **Sean Reeder- "Open communication, teamwork, and a shared commitment to our mission will be the key elements that will make our team successful."**
 - Sean values input across the university on how operations and finance can improve services and what they do on campus.
- **Contact us**
- Sean Reader – Senior Vice President for Operations and Finance
 - Email: sdreeder@iastate.edu
 - Phone: 515-294-6218
- Schyler Polaski- Senior Administrative Executive Assistant (*Quicker response*)
 - Email: spolaski@iastate.edu
 - Phone: 515-294-7662

- Division of Operations and Finance
 - Email: opsfinance@iastate.edu
 - Phone: 515-294-5513
- **Sophia Magill – Senior Advisor to the President**
 - **Kim McDonough, Project Specialist** has been integral to the implementation of the strategic plan and can be a great resource.
 - Email: kmm@iastate.edu
 - Sophia and the President’s Office recognize all the great work that you all do and really want you to know how much it is appreciated.
 - The strategic plan reflects all of us coming to work every single day and thinking about; where are we trying to go with the mission, vision and value of our institution? What is the work that we are trying to do that’s going to highlight and contribute to that momentum of our institution into the future?
 - **2022-2031 Strategic Plan**
 - 9 year time frame – historically 5 year plan- 3 year incremental look back on opportunities.
 - “Iowa State University’s Focus on Innovation enlivens our mission, values and aspirations. This plan to excel infused innovation into the architecture of ISU’s future.” – Wendy Wintersteen
 - Plan designed to inspire us.
 - Strategic plan report that is sent to Board of Regents, focuses on where we are and what we are trying to be.
 - Advisory Committee meets quarterly to provide input from around campus for strategic plan.
 - **Mission-** Create, share, and apply Knowledge to make our students, Iowa, and the world better.
 - **Vision-** Advance the land-grant ideals of putting science, technology, and human creativity to work.
 - **Values-** Embrace the values of our Principles of Community (Respect, Purpose, Cooperation, Richness of Diversity, Freedom from discrimination, Honest and Respectful Expression of Ideas), and the values of Access, Excellence, and Integrity.
 - **Very important for the work that we all are doing every single day as employees of this institution.** We think about our student and our faculty and also all of our stakeholders and who we really interact with one another internal to the university as well as external to the university.
 - **Our Pillars**
 - Foundation of Faculty, Students, Staff and rooted in being a Land-grant Foundation
 - Land-grant is the core of who we are
 - Grows from the Students, Faculty and Staff
 - Innovative Solutions
 - Education Experience
 - Community Engagement
 - Knowledge and Discovery
 - Research, Teaching, Service and Extension transcends across the pillars
 - Statements of Aspiration- 5 statements the strongly align with our vision
 - **To be the most student-centric leading research university**
 - **To be the university that cultivate a diverse, equitable, and inclusive environment where students, faculty, and staff flourish**
 - **To be the university that fosters lifelong learning**
 - **To be the university that creates opportunities and forges new**

frontiers

- **To be the trusted partner for proactive and innovative solutions**
- The state Board of Regents has directed the regent universities to update any portions of their strategic plans that pertain to diversity, equity, and inclusion (DEI) to comply with Iowa Senate File 2435. President Wintersteen established an advisory committee to review and recommend revisions to the university's strategic plan, including the aspirational statements. The 15-member committee met twice in the fall of 2024 and provided its recommendations to the president and senior leaders. All regent universities are required to submit their revised plans for consideration at the board's February meeting.
- Strategic Plan Metrics
 - Aspirational goals need performance indicators
 - Working with college leadership and unit level leadership to think about how to move the metric forward.
 - Present an annual report to the Board of Regents every November and that really highlights that meaningful progress towards advancing our strategic plan and impact that we're making.
 - Report includes metric statements and great stories that help illustrate the work we are doing. Know the impact.
- Our strategic Process for success
 - 1st inaugural call for proposals spring 2023, led by faculty and staff
 - Reinvestment in those project in 2024
 - New call for proposals coming soon
 - Submit ideas at grass root level- valuable input
 - Call for projects- broad scale ranged from requests for projects at \$13,000 to \$500,000.
 - Review proposals- 72 proposals and invested in 19
 - Quarterly reports for all projects to track progress, ultimately connect back to our metrics.
- Strategic Initiatives
 - **Initial Investments**- Degrees of the Future, Faculty hiring in Critical Areas, and Interdisciplinary Research Teams
 - **Strategic Plan Funded Projects**- Creating a strategic approach to Student Mental Health and Student-Focused Transformation of Testing Centers
- Our impact: Student Centric
 - Free educational resources are part of college affordability.
 - More than 40 instructors use open educational resources in their courses, saving close to \$2.5 million dollars for students since 2018.
 - New frontiers- Training health professionals in data analytics and technology
 - New online masters program in digital healthcare to meet workforce demands for professionals skilled in providing real-time patient feedback.
 - Flexible coursework to accommodate various career paths.
 - Trusted Partner – a partner to producers
 - Vet Diagnostic Lab
 - World class leader in animal health

- Encourage groups to do tours
- 124,000 cases on an annual basis
- The Year Ahead
 - Unit alignment
 - Strategic Plan metrics dashboard
 - Next call for proposals
 - Recognizing and celebrating contributions to our goals
 - Event to celebrate contributions last Fall
 - Project leaders came together and shared
 - Learn about other projects across campus
 - Sharing stories of impact
 - Email strategicinitiatives@iastate.edu with stories you think should be highlighted.
 - Want to hear those stories of impact
 - Highlight those contributing to our aspirational goal
- **Questions?**
- **Reiman Gardens had one of those strategic initiatives and wondering if we will be able to apply for that again?** - There will be more guidance forthcoming as those projects wrap up. The original communication from Senior Leadership was a fusion of funding to get things up and running then try to figure out how to sustain into the future.
 - The idea was not to have a long term funded project
 - Thinking and talking about how to meet with project leaders to think about the sustainability.

4. Professional and Scientific Executive Committee Reports

- **President – Jason Follett**

Gallup has identified seven major workplace challenges for 2025:

- The "Great Detachment" sees employees staying in jobs but feeling disconnected from their organizations;
- Poor job markets;
- Life evaluation has 50% of U.S. employees thriving which is a new record low;
- Lack of AI adoption;
- Childcare;
- Feedback and Recognition;
- Productive hybrid work requires better team collaboration.

For P&S Council, we have been proactive and seen several of these workplace challenges earlier than 2025. Thus, we have been taking the initiative over the years by sharing these challenges with Senior Leaders. We have encouraged them to work with us in partnership just as they seek the same in return on workplace challenges they see.

For example, some of the long-term workplace challenges P&S Council has pushed center around overall supervisor training and performance evaluations. With regards to performance evaluations, we have been advocating for consistent evaluation tools, delivering and improving feedback, and exploring how Workday can assist and even standardize this annual process.

Over the years, P&S Council has been involved in efforts to increase opportunities with childcare and maintaining hybrid work. Yearly, our Compensation and Benefits Committee produces a valuable report. P&S Council also has representation on the Employee Benefits Advisory Committee and other key university committees and searches. We developed and offer yearly an affordable and dedicated professional

conference exclusive for P&S. Further, we support strongly efforts like Adventure2 and staying abreast of the ever-changing technological updates and advancements.

A more recent topic is P&S term appointments. We have some P&S including some of you in this room or virtually who are on a term appointment. I, myself, have been on a term appointment. A great deal of misunderstanding has occurred regarding these appointments, especially around flexibility of the work needed and impacts on the budget. There has been a task force working on this topic and we are hopeful an announcement will occur in 2025.

For 2024-2025, one of the topics I have been advocating with Senior Leaders is recognition. The interplay between recognition and the human psyche unravels a compelling narrative on motivation, performance, and self-esteem. Personalized recognition, when woven thoughtfully into the fabric of an organization, can have a profound effect on individuals. These customized touches elevate not just the work experience for P&S but also our sense of worth and belonging at Iowa State University. I have promoting to the Senior Leaders that if we can tap into the transformative power of recognition with thoughtfully designed awards that can be pivotal in not only acknowledging dedicated years of service to Iowa State University but also P&S overall contributions, we would be cultivating a positive organizational culture that resonates with every P&S employee. I can share that the Senior Leaders have been very receptive of this approach and initial is beginning now on how to implement.

These are just some of the efforts which often do not get mentioned regularly with all P&S. P&S Council leadership felt we needed to share them with you as these efforts are often behind the scenes and not always fully public while being discussed and even developed.

In the spirit of cooperation, the Senior Leaders have asked us to share with P&S that there have been a few questions regarding Inside Iowa State. Emails, messages, and the website of Inside Iowa State contain official communications from the university. All P&S are encouraged to read them on a regular basis.

In closing, thank you for what you do each and every day to make Iowa State University great. I will now entertain your comments and questions.

- **Questions/ Comments**

- **Appreciate recognition but we want raises-** Raises are determined by their employee units. We have advocated behind the scenes that these continue to increase but it always comes back to the employee unit and what they can and cannot afford. So that's an issue that you have to take back more to the grassroots. We do advocate and even ask for clarifications on how employees across campus are doing in terms of raises. Advocate in our report each year for more funding and more raises. Patrick and other presidents over the years have shared that with the Board of Regents that we need to advocate to the legislation for more funding to invest in the people.
- **If you receive an award, is it just a plaque or is It similar to University awards?** – the project is laying groundwork and in the beginning stages. Working with UHR to see what might be able to be done. During the pandemic there were some unique awards that had a one time stipend attached. That was special funding so we need to look and see what is possible.
 - **Workday does a great job tracking years of service – possible years of service award**
 - **Some awards or recognitions and different avenues that might have some monetary value. We will have to see as some of those conversations**
- **Throughout campus, it seems the proportion of awards is higher for Faculty as compared to staff. It would be good to rather some data to present when having this conversation.**

If you have ideas for awards or those types of things, please send to Jason. The committee is going to start working on that in the near future.

You can advocate for yourself with the legislators. Remember you are not advocating for the university and do not use your university computer, email or other things.

- **Secretary/Treasurer – Sara Everson**
 - Budget is balanced and in good shape.
- **Vice President for Communications and Community Relations – Michael Boyd**
 - No Report
- **Vice President for Compensation and Benefits – Liz Luiken**
 - No Report
- **Vice President for Diversity, Equity and Inclusion – Susan McNicholl**
 - Committee met on December 19th and had a great presentation from Dr. Katie Hartmann about the history and legacy of what it means to be a “land grant university.”
 - Reminder to get your constituent feedback for the February Meeting Workshop.
- **Awards Committee Chair – Christine Reinders**
 - Thank you to all the nominations for Cytation awards. We have completed the scoring review will be notifying the award winners and nominators by January 20th.
 - The breakfast ceremony for Cytation awards will be held in late March.
 - **University awards are due to the provost’s office by Monday February 10th.** Please see the university awards website for details on those awards.
<https://www.provost.iastate.edu/faculty-success/awards/university>
 - **Nominations to highlight P&S employees are always open**, we highlight two P&S employees in each newsletter. Visit our website to nominate someone doing wonderful work! <https://www.pscouncil.iastate.edu/awards/spotlight>
- **Governance Committee Chair – Paul Easker**
 - Locked out of Qualtrics temporary – working on solution
 - Trying out new Microsoft app called Loop for collaboration
 - Tracking tasks, notes and other things
 - **We will have 12 councilors to replace this cycle. If you have anyone who is interested in joining council, please email the governance committee at pands-g@iastate.edu**
 - Elections will open Early February through sometime in March.
- **Peer Advocacy and Policy Committee Chair – Rachel Faircloth**
 - Beer and Wine Tour- January 15th at 3:30pm- 1951 Food Science Building, CCUR Theater
 - Please share with anyone who might be interested- [P&S Council: Midwest Grape and Wine Industry Institute Tour](#)
 - Spring 2024 Planning
 - Ombuds Trainings-all in Coover 3043N
 - [Ethical Leadership](#)- Feb 6th 9:00 am - 10:00 am
 - [How Reflection Supports and Builds on our Professional Development](#) - March 26th 9:00 am – 10:00am
 - [Embracing Neurodiversity in the Workplace](#) – April 15th 9:00 am – 10:00 am
 - New Employee Event will be February 18th- more information forthcoming. It will probably involve a “Meet the Councilor” theme and give people an idea of what council is about before running.
 - Currently planning a Farmhouse tour for later in the semester.
- **Professional Development Committee Chair – Isaac Ehlers**

Registration is now open for the 2025 Professional Development Conference presented by P&S Council. Titled Charting your Future, this conference will focus on building your professional development for future success. Our keynote speaker is Dr. Kim Linduska, who has served as Executive Vice President of Academic Affairs and Provost at DMACC, spent time working on enrollment and retention strategies at Iowa State, interim Provost at Buena Vista University and currently the Director of the Iowa Private

Transfer Collaborative. Dr. Linduska is a strong higher education leader, and her keynote session will be focused on building your own personal strategic plan. Conference registration has remained the same as last year at \$130 for early bird through February 2, and \$150 for regular registration. Registration closes February 19.

For the first time ever, we are accepting applications for conference registration fee waivers for employees who work in departments that are unable to afford the cost of conference registration. Please refer to the conference announcement email for additional details on applying. We hope to see you all there!

The PD committee met today and worked on finalizing conference details. We also are working on planning out the rest of our seminar series events for the remainder of the fiscal year. Make sure to attend our January seminar series on January 23 at 2pm virtually to learn more about the Ames Lab and the value that it adds to Iowa State. Register online for this session through Workday Learning.

5. Unfinished Business and General Orders

- None

6. New Business

- None

7. Open Discussion for the Betterment of Council

- **Brooke Rogers-** Works at the Bioeconomy Institute and as part of our projects, we did a faculty, staff and student perspectives on sustainability report. Below are some of the responses.
 - 2/3 of respondents were aware of the ISU Office of Sustainability and it's green initiative.
 - Awareness of other sustainability resources and vent were generally lower, but participation rate well below 25%.
 - This is a good avenue to expose more people to ISU Sustainable Energy.
- **Patrick Wall- Extension team meeting discussion of how to contact legislation**
 - Struggling to connect with legislators, why not just call them and ask them to come to a meeting?
 - Received multiple emails from people above his pay grade that were concerned. Did not deny her visit, just wanted to inform of certain procedures: no lobbying, don't talk about anything financial.
 - When the legislator heard about this they were shocked. They want to hear from us as employees and residents of Iowa.
 - Don't be afraid to email (not from ISU email) or call the legislator that covers your area.
 - Legislator was allowed to come in and it was very beneficial

- Spoke about their process and that our feedback is helpful for what they do. She did most of the talking and that is how they preferred.
- Brooke Rogers requested a Board of Regents committee meeting and ruffled feathers
- Under the impression that if we want to speak to a legislator we are supposed to move it up the chain of command.
 - Talk with Sophia Magill about this topic and has done a lot of work representing the institution.
- Sarah Freestone- had to fill out some paperwork in order to speak with legislators
 - Document the time spent
- Paul Gibbons- What is the difference between lobbying and informing. Sharing stories is fine but speaking on specific legislation or finances becomes lobbying.
- Jason Follett – Board of Regents Quasi lobbyists and Quasi Politicians

8. Announcements

- **Announcements from Councilors: None**
- **General Council Meeting:** Thursday, February 6, 2025 | 2:10 p.m. | 4250 SICTR/Teams
- **Executive Committee Meeting:** Friday, January 17, 2025 | 9:00-11:00 a.m. | 4237 SICTR
- **Professional Development:** January Seminar Series Event *Learning About Ames Lab* | Thursday, January 23, 2025 | 2:00-3:00 p.m. | [Register in Workday Learn](#)

9. Adjournment 3:29pm