

IOWA STATE UNIVERSITY

Professional and Scientific Council

Meeting Minutes: Thursday, October 10, 2024 | 2:10 PM | 4250 SICTR/Teams

GENERAL COUNCIL MEETING

ATTENDANCE			
Chad Arnold	X	Rachel Jones	X
Michael Boyd	X	Laura Kilbride	X
Nikki Brandon	X	Chris Knight-Gipe	X
Lynne Campbell	X	Steve Kopecky	X
Amy Carver	X	George Loper	S
Nellie Corning	X	Liz Luiken	X
Jordan Curzon	A	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	A	Tina Prouty	X
Sara Everson	X	Kasi Province	X
Rachel Faircloth	X	Christine Reinders	X
Mike Fischer	X	Brooke Rogers	X
Jason Follett	X	Julieanne Rogowski	X
Sarah Freestone	S	Brian Rowe-Barth	X
Kate Garretson	S	Anugrah Saxena	S
Taylor Gerdes	X	Jennifer Schroeder	X
Paul Gibbins	X	Sam Shelton	A
Laura Graves	X	Lauren Tumey	X
Snow Gray	X	Adam Wade	X
Whitney Groomes	X	Patrick Wall	X
Sara Harris-Talley	A	Melissa Warg	X
Kimberly Hope	X	Leah Weeks	X
Alan Hulsebus	X	Jason Wiegand	S

X = Present, A = Absent, S = Substitute

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

2. **Approval of the Agenda and September 5, 2024, Council Meeting Minutes** – Jennifer Schroeder
 - a. Agenda approved
 - b. Meeting minutes approved

3. **Administrative Reports**
 - **Kristen Constant – ITS**
 - Workday transition- many want from expert to novice in a day
 - Nominate those who are going above and beyond to help with transition to workday

- New Organization structure- Office of Student Information: located in Kingland
 - SVP and Provost → Workday Student Project Director → Director Business Systems Analysis
 - Financials Team
 - Academics Team
 - Enrollment & Engagement Team
 - One of the first institutions of our size to go live with Workday Student
 - They are receptive of our feed back and work to make changes to address our needs most of the time.
 - What OSI does
 - Complete implementation
 - Respond to help desk tickets
 - Identify needs for training
 - Escalate enhancement requests to Workday
 - Implement continuous improvement
 - Automate manual tasks
 - Develop reports and dashboards
 - Streamline business processes
 - Fall 2024 Efforts and Priorities of OSI
 - Completion of fall 2024 financial aid disbursement
 - FAFSA issues- Federal Government law changes and new software on their end, not related to Workday
 - Data clean -up in preparation for transcription
 - New and continuing student onboarding
 - Spring 2025 course registration preparation
 - Support of admissions processes for 2025 terms
 - Workday will become system of record
- Resources for Information and Support links below:
 - [WorkCyte training webpage: faculty and instructors](#)
 - [WorkCyte Get Help webpage](#)
 - [Workday Help Ticket](#)
- Iowa Board of Regents Office of Internal Audit- areas to improve
 - Inventory tracking
 - Purchasing policy
 - Inactive devices
 - Redundant software
 - Website inventory tracking
- Activities- Communication – Engagement
 - Collaboration with Legal regarding policy modifications
 - Committees established for each area of improvement
 - Communication and outreach across campus
 - Technology Enterprise Advisory Committee
 - Information Technology Leadership Committee
 - Faculty Senate IT Committee
 - Associate Deans Technology Review
 - ITS Newsletter
 - Faculty Senate

- P&S Council
 - Inside Iowa State
 - Inventory Audit was presented to President and Board of Regents Sept 2024
 - Committee meetings begin Oct 2024
 - Due date for deliverables June 2025
- Question
 - In regards to software redundancy, how do you decide what to do at an enterprise level versus what to purchase as a department?
 - Decision document has planned flow, for example Mailchimp. Look at all using and look at cost. What price can be negotiated if we can get all people on campus to use and get rid of others.
- **Michael Norton – General Counsel**
 - Freedom of Speech
 - 1st amendment is a broad topic
 - Working for state institution you are considered “Congress” in relation to the 1st amendment
 - University is a 1st amendment campus
 - “Above all else, the First Amendment means that government cannot restrict expression because of its message, its ideas, its subject matter of its content”
 - Even when you don’t agree with it.
 - Not protected
 - Incitement of imminent lawless action
 - Fighting words (triggering an automatic violent response)
 - True threats
 - Obscenity
 - Hate speech
 - No exception to First Amendment protection for “hate speech”
 - Harassment
 - Severe and pervasive conduct that objectively and subjectively creates a hostile environment because it substantially interferes with an individual’s employment and educational program.
 - Time, Place and Manner
 - Reasonable Restriction- example: only post on bulletin boards not on walls
 - Content Neutral- Can’t allow a girl scout cookie poster and then not allow some other kind of poster that they don’t like
 - Viewpoint Neutral
 - Consistently Applied
 - Example: central campus- Can protest, No amplified sound when protesting central campus.
 - What does this mean for us as employees?
 - Speaking in your role as employee as duties assigned- not protected
 - Can be held accountable for what you say
 - Private citizen- protected
 - Academic Freedom Standards
 - If germane, speaking about your area of expertise in a setting where it applies- protected
 - If subject matter is not related to your class- not protected

- Free Speech Analysis
 - Speaking as private citizen on a matter of public concern?
 - Is speech work related and spoken as part of their professional duties?
 - Is it academic speech, in the classroom, germane to the scholarly subject matter being taught?
- Questions?
 - Students in class say some racist things. Am I allowed to criticize them and tell them it's racist while allowing them to say it.
 - Don't criticize but you can challenge them. Ask "Why do you think that?" "Can I tell you why I don't believe that?" "Can I ask you how you came to that conclusion?"
 - Be careful about the power dynamic.
 - Running for office and how does that fit in with Freedom of Speech?
 - Not really freedom of speech by Hatch Act
 - Can't use state property for political purposes of any candidate or ballot initiative. Can't use your office, computer, email or anything like that to advance a political candidate.
 - Anything done on property must be politically neutral
 - This includes bumper stickers on laptop or door is not allowed on state property
 - Avoid confusion that the state is supporting candidate
 - How do you engage with elected leaders?
 - Elected leaders: can engage as citizens not on behalf of the university
 - Against the law for you to advocate or speak on behalf of the university
- **Ed Holland – UHR**
 - ISU self insured-What does this mean?
 - University pays all the actual medical and pharmacy claims of its plan members and bears most of the risk for medical costs.
 - We contract with Wellmark to administer the medical plan and pay claims; and Express Scripts to administer the pharmacy component of our plan and pay claims
 - Both of these contract are operating efficiently and save ISU considerable amounts of money related to provider and network discounts
 - In recent years, our costs have been higher than the money we bring in through monthly premiums.
 - Annual Benefits Review
 - ISU is always seeking new and better ways to offer a highly competitive benefits package while balancing ever-increasing plan costs
 - That's why the Employee Benefits Advisory Committee (EBAC), comprised of faculty and Staff, thoroughly reviews our benefits coverage and plan costs each year.
 - The committee takes a close look at the details to make sure the University continues to
 - Offer what employees need most
 - Be an employer of choice
 - Keep coverage affordable and provide choice/flexibility
 - Medical/Rx Premium cost
 - 2025 -ISU expects to invest 87.2% and Faculty/Staff will provide 12.8% in 2025.
 - 2024- ISU was projected to cover 88.1%

- Employee contributions rising, still well below market
 - 2024 contributions
 - BlueHMO
 - Single employees paid 4.9%
 - Family paid 12%
 - BluePPO
 - single 8%
 - family 21%
 - 2025 contributions
 - BlueHMO
 - single will pay 5.64%
 - family 12.87%
 - BluePPO
 - single 9.3%
 - Family 21.8%
 - ISU is still below the 2023 average of what was contributed by U.S. workers
 - 14.9% and 27.4% or HMO single and family premiums
 - 17.6% and 27.3% of the PPO single and family premiums
 - Comparable to the other Iowa universities
- 2025 Benefit Changes
 - Why? Healthcare costs keep going up and Iowa State needs to share more of the cost with faculty and staff
 - Medical premium increase
 - Dental premium increase
 - Avesis premium increase plus added benefits to plan design
 - No change to Medical or Dental plan design
 - Health Care Flexible Spending (FSA)
 - The IRS has not released 2025 limits
 - 2024 annual maximum \$3,200
 - 2024 Rollover limit \$640
- Eyewear Discount Plan
 - Most lense coatings options- covered in full rather than just a small amount
- Open Enrollment
 - Open Enrollment website is open now for viewing and information
<https://start.myalex.com/iowastateuniversity/>
 - Open Enrollment program is Nov 1-22
- Questions?
 - Can Dental and eyewear go into the flexible spending account?
 - Yes, website is really great about explaining that. Any money out of pocket towards healthcare applies. The FSA is pre tax. You can rollover \$640.
 - Must enroll every year and starts Jan 1

4. Professional and Scientific Council Executive Committee Reports

- President – Jason Follett

Internationally acclaimed author, speaker, thought leader, entrepreneur, consultant, spiritual leader, and innovator Matthew Kelly shared in his book *The Rhythm of Life*:

The people we surround ourselves with either raise or lower our standards. They either help us to become the-best-version-of-ourselves or encourage us to become lesser versions of ourselves. We become like our friends. No man becomes great on his own. No woman becomes great on her own. The people around them help to make them great. We all need people in our lives who raise our standards, remind us of our essential purpose, and challenge us to become the-best-version-of-ourselves.

This quote demonstrates why it is critical that P&S Council continues to have dialogues with Senior Administration, Faculty Senate, and other Iowa State shareholders. President Elect Jennifer Schroeder and I have met and will continue to meet with President Wintersteen, Provost Keith, and VP UHR Darr. We will be meeting next week for the first time SVP O&F Reeder and hope to establish a routine schedule.

Further, the Faculty Senate has reached out to us to provide comments and observations on President Wintersteen and the Office of the President. The Faculty Senate within their constitution and bylaws has the purview to evaluate the President and the Office of the President. As part of this process, the P&S Council will provide input through the P&S Council Executive Committee. If you have comments and/or observations you would like shared, please submit them through email to the Executive Committee.

At our November 2024 P&S Council meeting, we will have the first reading of proposed bylaw changes. Please carefully review this motion in the pre-meeting documents and let us have a robust initial conversation on them.

- Secretary/Treasurer – Sara Everson
 - Make sure you sign in for attendance.
 - Subs need to notify Sara when they attend and who they are subbing for
- Vice President for Communications and Community Relations – Michael Boyd
 - 3rd annual SHOP drive coming up- working with central receiving to assist in pick up
- Vice President for Compensation and Benefits – Liz Luiken
 - Today we had Emma from UHR join us to discuss a number of topics including FLSA and the process for annual increase.
 - Our committee is still welcoming feedback, stories, concerns, and questions regarding compensation and benefits. We will begin our writing process for the 2025 annual report later this fall. If you have anything you would like to share with our committee, you can email us at pands-cb@iastate.edu
- Vice President for Diversity, Equity, and Inclusion – Susan McNicholl
 - We will continue to work with the VP of Communication to help support the SHOP food drive.
 - We are working with Sloss House to plan a personal care drive for the spring semester.

- Awards Committee Chair – Christine Reinders
 - Piloting and testing new nominations in Qualtrics
 - Nominations to begin later this month
 - Begin testing awards scoring criteria
 - Planning the CYtation awards ceremony
 - Please share any thoughts with the committee

- Governance Committee Chair – Paul Easker
 - Working on bylaws change

- Peer Advocacy and Policy Committee Chair – Rachel Faircloth
 - Upcoming Ombuds training- Ethical Leadership
 - Wednesday Nov 13 | 9-11:30am | MU room 3580
 - Sign up link
<https://www.myworkday.com/isu/learning/course/0f860cf960491000c8b9ac13dbe90000?type=9882927d138b100019b6a2df1a46018b>
 - Upcoming events
 - Ice Cream Social for new employees
 - Wednesday, Oct 16th at 1pm
 - Winter Social
 - Dec 5, after December General Council Meeting | 1st floor of the Student Innovation Center
 - Working on Scheduling tours in the coming months

- Professional Development Committee Chair – Isaac Ehlers
 - Soliciting session proposals for Conference

5. Unfinished Business and General Orders

- None

6. New Business

- None

7. Open Discussion for the Betterment of Council

- SHOP donations: prefer monetary donations rather than food donations
<https://fundisu.foundation.iastate.edu/project/25882> and all tax deductible through ISU Foundation
- Try to donate funds towards a fridge if they have space. Reach out and find out what they need and figure out how to support that.

8. Announcements

- **General Council Meeting:** Thursday, November 7, 2024 | 2:10 PM – 4 PM | 4250 Student Innovation Center or Teams
- **Executive Committee Meeting:** Friday, October 18, 2024 | 9:00-11:00 | 4237 SICTR

- **Professional Development:** 2025 Professional Development Conference – Mark your calendars: February 27, 2025 at the Gateway Hotel and Conference Center.

9. Adjournment at 3:33pm

DRAFT