



Supervisory and Confidential Council

Council Meeting Minutes for April 17, 2007

Members Present: Barb Kalsem, Lynnette Hauser, Susan Stolfus, Marcia Mabee, Deb Larkin, Sally Evans, and Chris Patton.

Ex-Officios Present: Brenda Behling and Pam Owenson (substituting for Malisa Rader)

Approval of March Minutes: Barb Kalsem moved to accept the minutes as written. Seconded by Susan Stolfus. All in Favor. None opposed.

University committee, council, board reports:

- **RISCAC:**
 - Meeting was March 28th in Tama and was attended by Barb Kalsem, Lynnette Hauser and Marcia Clendenen.
 - Marcia gave them the history and purpose of the committee.
 - Discussed the contract – includes review of four classifications with new pay grades. Each institution is to think about classifications to be brought up for review. A police lieutenant classification was one suggestion for review. ISU should review classifications for upgrade and forward.
 - Tabled to change RISCAC name until next meeting.
 - The next meeting will be at the end of June after the elections.
- **Benefits Committee:** Diane McDonald
 - No report.
- **Childcare Committee:** Susan Stolfus
 - Nothing to report.
- **Committee on Disabilities:** Lesley Hawkins
 - No report.
- **Committee on Women:** Deb Larkin
 - Met earlier this month with the Provost and President. Discussed the budget model and how it would affect academic departments.
 - There was a discussion on the issue of positions that are under represented by women.
 - Marcia Clendenen and Deb Larkin will be representatives for next year.
- **Traffic Appeals Board:** Barb Kalsem
 - Nothing new to report.
- **Transportation Advisory Council:** Ralph Oliver
 - No report.
- **P&S Council:** Pam Owenson (substituting for Malisa Rader)
 - The Council membership election turnout was 20% higher than last years.
 - The Council had almost ¼ turnover this year in seats. They are looking at changing terms of the seats to avoid such a large turnover in the future.
- **Provost's Office:** Brenda Behling
 - The P&S Council recommended a change for the new FY salary policy. They would like to have the "minimum satisfactory performance" percentage removed (in the past, employees receiving a satisfactory evaluation should receive a salary increase of 1/3 of the salary increase pool allocation, or .83%, and any salary increase above the .83% would be based on merit).

The Council favors language that states that an employee who has performed satisfactorily should receive a salary increment tied to the Consumer Price Index (CPI)—now at 2.44%, with any increase above that for merit, equity, etc. The salary policy for FY08 is not set yet.

- FY08 Budget: We are waiting for the legislature to approve the budget before they adjourn. If they pass what the Governor is requesting the regents would do pretty well. Faculty salaries would be a priority. We are ranked 11th in our Peer 11 group for faculty salaries. People have been crunching numbers to plan for FY08 even before we know what we will be getting. Some of the things they are taking into consideration are tuition and enrollment (student recruitment is impacted by a declining demographic base in Iowa). For Fall 2006, we had the largest incoming freshman class in four years, which is a good sign. Also, more community college partnerships are being formed – DMACC and NIACC. The decision has been made to impose a 1% internal reallocation for FY08. The VPs and College Deans had planned for a 2% reallocation. The 1% reallocation could still mean some layoffs and position eliminations.
- University Life Survey: We did not have a very good return rate on the survey that went out all employees and students (netted 17% return). Results as reported to the Board of Regents indicated that, of the respondents, 85.4% agreed or strongly agreed that the university is a great place to learn, and 67.2% agreed or strongly agreed that the university is a great place to work.
- Over 130 departments are being represented in VEISHEA Village on Saturday from 12:30-4:00. After the parade there will be a 20,000 piece birthday cake from Hy-Vee for everyone to try. They will be decorating the cake in Beardshear after 3:00 pm on Friday.
- **Human Resources** – Adreliz Calzada-Rivera
 - No report.

Unfinished Business:

- Update of Constitution – Susan Stolfus moved to accept the proposed changes as written. Seconded by Marcia Mabee.

a. Article 1

3rd line: change Assistant to Associate

It currently reads:

“The Supervisory/Confidential Council of Iowa State University represents those employees working in a non-organized merit employment status. The Council is responsible to the President of the University through the Assistant Vice President of Human Resources.”

Proposed change:

“The Supervisory/Confidential Council of Iowa State University represents those employees working in a non-organized merit employment status. The Council is responsible to the President of the University through the Associate Vice President of Human Resources.”

b. Article V, Section 2

1st line: “or by email” added after campus mail

It currently reads:

“Ballots shall be prepared and sent through campus mail by the Council to all supervisory/confidential employees by the first week in May with a return deadline of two weeks later.”

Proposed change:

“Ballots shall be prepared and sent through campus mail or by email by the Council to all supervisory/confidential employees by the first week in May with a return deadline of two weeks later.”

c. Article V, Section 6

1st line: add “If requested” at the beginning of the sentence and delete “of the Council”

It currently reads:

“The Chair of the Election Subcommittee of the Council shall make available to each of the candidates on the official ballot a summary of the total number of votes received by each candidate.”

Proposed changes:

“If requested, the Chair of the Election Subcommittee shall make available to each of the candidates on the official ballot a summary of the total number of votes received by each candidate.”

d. Article VI, Section 2

2nd line: change July to September

It currently reads:

“These officers shall be elected at the June meeting, take office at the July meeting.”

Proposed change:

“These officers shall be elected at the June meeting, take office at the September meeting.”

e. Article VII, Section 3

2nd line: change “maintain a permanent record of these minutes” to “maintain a permanent record of these minutes at University Archives”.

4th line: change internet to website

It currently reads:

“The Secretary shall supervise the recording of the minutes of the Council meetings, maintain a permanent record of these minutes, send copies to each member of the Council and make them available on the Internet.”

Proposed changes:

“The Secretary shall supervise the recording of the minutes of the Council meetings, maintain a permanent record of these minutes at University Archives, send copies to each member of the Council and make them available on the website.”

f. **Article IX, Section 1**

It currently reads:

“Three representatives from Iowa State, one of whom shall be the current Chair of Supervisory/Confidential Council, one of whom is the immediate past chair, and one selected by the current chair.”

Proposed changes:

“Three representatives from Iowa State University, with at least two of who shall be current Supervisory/Confidential Council members and up to one non-council Supervisory/Confidential employee selected by the current chair or co-chairs.”

g. **Article IX, Section 2**

Delete entire section: “Any member of Supervisory/Confidential Council shall be eligible to be a RISCAC representative in the second year of their term.”

h. **Article IX, Section 3**

Delete entire section: “Representation from Council will be chosen by the current Chair or Co-Chair.”

i. **Article IX, Section 4**

Delete entire section: “Representation will be for a two year term to provide continuity.”

Next Meeting – Tuesday, May 15, 2007 1:10 p.m., 3150 Beardshear

Meeting adjourned: 2:20 pm