



# Supervisory and Confidential Council

Council Meeting Minutes for January 15, 2008

**Members Present:** Lesley Hawkins, Barb Kalsem, Sally Evans, Sherri Paul, Lynnette Hauser

**Ex-Officios Present:** Luke Alberts, Brenda Behling

**P&S Council Representative:** Jason Follett

**Guests:** Jennifer Garrett, Emily Hurm, Melissa Pecharsky

**Approval of November Minutes:** Tabled to next meeting due to lack of quorum

**University committee, council, board reports:**

- **Benefits Committee:** Diane McDonald (not present)
  - No report.
- **Childcare Committee:** Chris Patton (not present-report submitted)
  - November meeting cancelled. Highlights from December 18, 2007 meeting:
  - Discussed the Fowl Play Fundraiser – very successful. Donations have already helped one of the student families.
  - The UCCC website is up and running.
  - Sept. 30 will start the 4<sup>th</sup> year of their grant; they will start writing a new grant proposal.
  - Reviewed and approved funds from the Crisis Childcare Assistance Program for a family.
  - Next meeting: January 15, 2008
- **Committee on Disabilities:** Lesley Hawkins
  - No report.
- **Committee on Women:** Deb Larkin (not present)
  - No report.
- **Keep Iowa State Beautiful:** Deb Larkin (not present)
  - No report.
- **RISCAC:** Lynnette Hauser, Barb Kalsem, Sally Evans
  - UNI is now handling Emergency Leave the same way as the U of I and ISU.
  - RISCAC is still trying to get a link to their website on the Board of Regents homepage.
- **Traffic Appeals Board:** Barb Kalsem
  - Met and reviewed appeals of faculty, staff, and visitors.
- **Transportation Advisory Council:** Ralph Oliver (not present-report submitted)
  - A 4% increase in parking fees for faculty, staff, and students was approved.
  - Cy-Ride presented information from the consultants study on the proposed changes to both routes and buses. The Council provided input on changes to routes, the larger buses, and concerns with wear and changes to streets due to larger bus sizes.

- **P&S Council:** Jason Follett
  - Camille Sloan Schroeder is the new president-elect of the P&S Council.
  - The P&S Council will recommend to Executive Vice President and Provost Elizabeth Hoffman that the remaining money for P&S raises be distributed as originally outlined.
  - Changes to the election process are being considered.
  - The Keep ISU Beautiful resolution was approved.
  - For consistency, the P&S Council is requesting that HRS recalculate and publish the market ratio data.
  - Next P&S Council Meeting: Friday, February 8, 2008, Pioneer Room, Memorial Union.
- **Provost's Office:** Brenda Behling
  - The Faculty Senate will vote today on the Faculty Research Professor position (funded by soft money).
  - P&S compensation study – consultants say ISU competitive except for a few positions, especially systems analysts.
  - FY09 will be a hybrid year with both the current budget model and the new Resource Management Model available for comparison. The RMM will actually go into effect in FY10.
  - The Provost Office's will undergo a name change in line with Elizabeth Hoffman's new title. It will become the Office of the Executive Vice President and Provost.
  - DMACC is helping ISU improve the efficiency, or *leanness*, of the hiring process. In the past, it has taken too long to create, classify, advertise, interview and fill positions. Changes in the electronic routing system to speed things up are already being tested in some departments. In connection to the hiring process, a revised method of check-in for new employees is being created with the goal being to have everything they need on their first day here. Checklists for both new employees and hiring departments are also in the works.
- **Human Resources** – Luke Alberts
  - Luke introduced a new Compensation & Classification Analyst, Melissa Pecharsky, who accompanied him to the meeting. He also reported that three other new employees have joined HR. They are: Kristi Darr, Manager, Employee & Labor Relations; Francesca Galarraga, Assistant Director, Office of Equal Opportunity & Diversity; and Kyla Kaetzel, Classification & Compensation Analyst.
  - Work on the compensation structure study continues. The extended deadline is January 30.
  - Licensing of all electricians was required and had to be completed by January 1. It is possible licensing will also be required in July for plumbers.

**Unfinished Business:**

- None

**New Business:**

- Keep Iowa State Beautiful resolution
  - Jennifer Garrett and Emily Hurm from the Keep Iowa State Beautiful Committee distributed a resolution in support of the goals of this initiative and gave an explanation of its beginnings and the successes they have had so far. The resolution received a warm reception from the members present,

but because a quorum was not available, a vote to support the resolution had to be tabled to our next meeting.

**Announcements:**

- Barb Kalsem reminded everyone that nominations for the Regents Award for Staff Excellence are due to Ruth Birch, 2550 Beardshear, by February 25. A \$1,000 stipend accompanies this award.

**Next Meeting** – Tuesday, February 19, 2008 1:10 p.m., 3150 Beardshear

**Meeting adjourned:** The meeting adjourned at 1:50 pm.