Supervisory and Confidential Council

Council Meeting Minutes for January 20, 2009

Members Present: Sally Evans, Lesley Hawkins, Barb Kalsem, Lynnette Hauser, Sherri Paul, Deb Larkin and Chris Patton

Ex-Officios Present: Brenda Behling, Melissa Pecharsky

P&S Council Representative Present: Jason Follett

Approval of November Minutes: Sherri Paul moved to accept the minutes. Seconded by Barb Kalsem. All in Favor. None opposed.

University committee, council, board reports:

- Benefits Committee: Sally Evans
  - The meeting in January was cancelled.
  - This group does not meet monthly, usually 3 or 4 times a year.

- Childcare Committee: Chris Patton
  - We met on December 2, 2008 at the Vet Med Child Care Center and had a tour of the facility.
  - Cancelled the January meeting and will try to reschedule for the middle of February.

- Committee on Disabilities: Lesley Hawkins
  - Met on December 3, 2008 and January 7, 2009
  - The committee chose 3 goals/priorities:
    - Mental illness/learning disabilities/non-visible disabilities
    - More education for faculty, staff and students
    - Student accessibility to resources
  - Actions taken/pending:
    - Committee chose one of the goals/priorities to focus on this year.
    - Each sub-committee will meet before the next meeting and give a report at the February meeting.
    - Several committee members will work on a campus climate survey regarding disability issues.
  - Next meeting will be on February 4th.

- Committee on Women: Deb Larkin
  - Just met today (January 20th)
  - Jack Payne from ISU Extension was at the meeting explaining what their area encompasses.
  - Talked about the Work/Life policy that is being discussed at the Faculty Senate. Looking at how they can change/clarify what defines a child, etc. It’s a big policy.

- Keep Iowa State Beautiful: Deb Larkin
  - Not very active during the winter.
  - Working on a sign for garbage cans to remind people to recycle and make them aware of how much trash we use. Found out usage is a lot of white paper and paper towels. Their hope is this message will lead to a reduction in waste.

- RISCAC: Lynnette Hauser, Barb Kalsem, Sally Evans
December 3rd meeting has been cancelled. Waiting to hear when the next meeting will occur.

- **Traffic Appeals Board:** Barb Kalsem
  - Barb was unable to attend the last meeting due to her surgery.

- **Transportation Advisory Council:** Ralph Oliver (not present)
  - At the November 3rd meeting the following items were discussed:
    - Parking fees and growing cost for repair of parking lots and operating expenses. Prior year’s operating expenses ran $50,000 - $60,000 per year. FY09 is projected to be $100,000 for the year.
    - Motorcycle permit holders would like one permit for both car and motorcycle since they can’t drive both on the same day. Enforcement and permit display are an issue with this and will be looked at in the spring.
    - Parking is working on a plan when the construction of the Recreation addition begins and they lose parking spaces.
    - The Memorial Union parking fees for the upcoming year were discussed and approved. A 4.5% increase for annual permits, a .25 cent increase for the first ½ hour for meters, and a $5.00 increase in lost ticket fee.
    - A motion was passed for a 5% across the board increase in parking fees.
  - At the December 1st meeting the following items were discussed:
    - It was discussed if the previous parking fine increases had the desired effect on violators without affecting operating expenses.
    - An increase for over time meter, no receipt parking, unauthorized usage, and altered/counterfeit violations was discussed.
      - Discussed an increase from $7.50 to $10.00 for over time meter and no receipt tickets
      - Discussed an increase from $40.00 to $150.00 for unauthorized and altered/counterfeit fines.

- **Work/Life Advisory Committee:** Sherri Paul
  - Met on Jan. 15th.
  - Dean’s discussion on work/life issues was brought up
  - Update on Modified Duties Policy that the Faculty Senate is looking at – trying to get a vote on it.
  - Children in the Workplace Policy draft – working on defining it.
  - Definition of work/life – means different things for different people
  - Reviewed bookmark that they are handing out
  - Childcare issue was brought up. Julie Graden will be bringing additional information to the committee. Try and get the word out better on the resources we have available.
  - Looking at having Frequently Asked Questions (FAQ’s) information available.
  - Next meeting is April 9th

- **P&S Council:** Jason Follett
  - We met in January.
  - Our focus was on President Elect position and elected Mark Clarridge from the Ames Lab.
  - Our next election coming up will be for council seats – approximately 16-17 seats. Council members are allowed to serve for 2 consecutive terms.
  - Ratio of 1 to 75 for representational areas
  - Provost Hoffman discussed the budget and the strategic plan. It was a very good meeting and being able to have an open conversation with her.

- **Provost’s Office:** Brenda Behling
Sharron Quisenberry was selected as the Vice President for Research and Economic Development and will begin in April 1. She comes from Virginia Tech.

Currently, there are three dean searches: College of Engineering – conducting some interviews off campus then will narrow the pool to bring on campus. College of Design follows then Human Sciences. They should be having campus interviews for all three this spring.

FY09 budget – A 1.5% reversion was done across the board to units. Furloughs and voluntary leave without pay will be a part of the cuts, with units to decide how to handle the remainder of the 1.5%. We have until February 6th to come up with our decisions.

FY10 budget – The Governor has to present his budget by January 31st. The Revenue Estimating Conference will meet again to determine tax revenues. We are waiting to see what the impact will be. Iowa is better shape than some other states. We are looking at how we can become more efficient, looking at programs, etc. All ideas are welcome.

Policies in development:
- Modified Duties policy is in the Faculty Senate. This policy allows for a teaching release (with pay) for the primary care giver (other duties continue during this time for the faculty member) upon the arrival of a new child.
- The Verification and Background Check policy has been approved and is effective July 1, 2009. The policy applies only to new hires.

Human Resources – Melissa Pecharsky
- AFSCME contract negotiations are taking place – Kristi Darr is representing ISU.
- Updated FMLA Policy and created Q&A document on website.
- There are also new forms out there – supervisors use to send them out but now it will come from HR so it’s timelier.

Unfinished Business:

New Business:
- Board of Regents Award for Staff Excellence Award – nominations due February 23, 2009.
- Barb needs a list of supervisors of S&C staff. Melissa will check who in HR can supply the information to Barb.
- Nominations will be sent to Ruth Birch and she will then forward to Barb.

Announcements:

Meeting adjourned: Adjourned at 1:45 p.m.

Next Meeting – Tuesday, February 17th, 1:10 p.m., 3150 Beardshear