Members Present: Barb Kalsem, Lynnette Hauser, Sally Evans, Lesley Hawkins, Marcia Clendenen, Marcia Mabee, and Chris Patton.

Ex-Officios Present: Brenda Behling and Luke Alberts

P&S Council Representative: Jason Follett

Approval of November Minutes: Barb Kalsem moved to accept the minutes as written. Seconded by Marcia Clendenen. All in Favor. None opposed.

Approval of January Minutes: Barb Kalsem moved to accept the minutes as written. Seconded by Lynnette Hauser. All in Favor. None opposed.

University committee, council, board reports:

- **Benefits Committee:** Diane McDonald (not present – report submitted)
  - Had a presentation on the status of wellness programs on campus with the potential of partnering with them for the benefit of faculty and staff.
  - An ad-hoc committee was formed to look at the possibilities of incorporating a wellness program as part of the health and benefits programs at ISU.
  - The committee approved the addition of 4 new investment options in TIAA-CREF. Look for more information on their web site.

- **Childcare Committee:** Chris Patton
  - No report – committee did not meet.

- **Committee on Disabilities:** Lesley Hawkins
  - Met on Feb. 5th.
  - Project Equal Access Report - the committee composed a letter to be forwarded to University Administration about accessibility needs on campus. The needs are based on a survey of facilities done during summer session 2007.
  - Accommodating Students with Disabilities – Elizabeth Pomery (grad student in Psychology) gave a power-point presentation entitled “Accommodating Students with Disabilities” which was well received by the Committee. Several instructors on the committee plan to use the information in their own classes.
  - Next meeting is April 28th.

- **Committee on Women:** Deb Larkin (not present)
  - Marcia Clendenen reported that the committee hasn’t met recently but Deb will send us a report when they meet.

- **Keep Iowa State Beautiful:** Deb Larkin (not present)
  - Marcia Clendenen reported the committee is working on finding ways to get trucks picking up garbage out earlier after the football games.

- **RISCAC:** Lynnette Hauser, Barb Kalsem, Sally Evans
  - No report – committee did not meet.

- **Traffic Appeals Board:** Barb Kalsem
  - Met and reviewed 67 appeals.
  - Next meeting is Tuesday.
• **Transportation Advisory Council:** Ralph Oliver (not present)
  o No report.

• **P&S Council:** Jason Follett
  o Met February 8th. Executive vice president and provost Elizabeth Hoffman began the meeting. Dr. Hoffman talked about the new emerging leaders academy which is for both faculty and P&S staff. It will be ready for fiscal 2010.
  o The Performance Management Policy (PMP) has been drafted and work continues on the program details (e.g., procedures, tools).
  o The Towers Perrin report is ready to go to the president, vice presidents, and then it will go to everyone else for reviewing.
  o Working on elections. Currently have all slots filled. Extended deadlines last week.
  o Making changes in the election bylaws. Was presented at the last meeting and will be voted on at the March meeting.
  o Voted in favor of the proposed recreation renovations.
  o Voted in favor of HR recalculating the market ratio data.
  o The next executive meeting is Thursday and council meeting next month.

• **Provost's Office:** Brenda Behling
  o The P&S Council represents 2,500 members and has standing committees. The S&C Council has always struggled getting members to participate but are encouraged to stay active.
  o The budget and resource management model work continues.
  o Working on the summary dismissal portion of the P&S performance management policy.
  o The Faculty Senate has passed a new non-tenure research faculty position. Faculty on appointment will be funded using soft funds and will hold the title of professor. Some 78-80 P&S positions could go that avenue (ex. Scientist). They also passed a change in lecturer and clinician terms – the change drops the required limit on terms of up to six years total.
  o Visiting professors can be paid or not paid.

• **Human Resources** – Luke Alberts
  o Compensation structure – it took a lot of work to change it. On Friday the classification and hiring system had been changed. It’s more user friendly and combines the NOV & PIQ and is the result of the LEAN process.
  o Carla had a leadership retreat last month. More changes to the organization may come as a result of this.

**Unfinished Business:**

• Approve the Keep Iowa State Beautiful resolution
  o Marcia Clendenen moved to accept the "Keep Iowa State Beautiful" resolution. Seconded by Barb Kalsem. Sally will contact Jennifer Garrett that the resolution was approved by the S&C Council.

• **S&C Regents Award for Staff Excellence – Barb Kalsem**
  o Announcement of nominations being sought was made in the February 15th issue of *Inside Iowa State*.
  o Nominations will go to Ruth Birch first then onto Barb Kalsem.
  o The nomination deadline is February 25th.

**New Business:**

• None.

**Announcements:**

• None.
Next Meeting – Tuesday, March 18, 2008, 1:10 p.m., 3150 Beardshear

Meeting adjourned: Marcia Clendenen moved to adjourn. Lynnette Hauser seconded the motion. Adjourned at 1:45 pm