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

Ex-Officios Present: Brenda Behling and Luke Alberts

P&S Council Representative Present: Jason Follett (not present)

Approval of May Minutes: Barb Kalsem moved to accept the minutes with noted change. Seconded by Lynnette Hauser. All in Favor. None opposed.

University committee, council, board reports:

- Benefits Committee: Diane McDonald (not present)
  - No report.
- Childcare Committee: Chris Patton
  - No meetings - nothing new to report.
- Committee on Disabilities: Lesley Hawkins
  - No meetings - nothing new to 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
  - The RISCAC meeting was cancelled due to the flooding situation at the University of Iowa. The meeting will be rescheduled for July.
- Traffic Appeals Board: Barb Kalsem
  - Meet twice a month and review appeals.
- Transportation Advisory Council: Ralph Oliver (not present)
  - No report
- P&S Council: Jason Follett (not present)
  - No report.
- Provost's Office: Brenda Behling
  - There have been two recently announced dean positions opening – dean of the College of Engineering and dean of the College of Human Sciences. Provost Hoffman is asking for input and seeking nominations for interim deans. Provost Hoffman will soon be forming search committees for these positions.
  - We are also continuing with the other two searches – one for the dean of the College of Design and one for the vice president for research and economic development.
  - There was a Board of Regents meeting held last Thursday but it was a little different from past meetings due to the flooding at the University of Iowa. President Geoffroy has offered assistance to the University of Iowa.
  - The budget is going well. Yesterday was the date colleges had to have their information in so we could have a budget approved by the Board of Regents in July.
• The performance management policy will be rolled out starting this week and it will have an impact on all P&S employees. It has always been an expectation that employees receive evaluations. This program will provide tools for supervisors and ensure that employees receive their evaluations.
• The employment verification process has been delayed. The Faculty Senate and P&S Council wanted to review it which may take an additional six months for them to complete.
  • Human Resources – Luke Alberts
    • Interviews for the Employee Relations/Labor Relations position have been completed. Hope to make a decision soon.
    • The department is continuing to look at internal processes. Carla put together another retreat to make sure our offices are customer service oriented.

Unfinished Business:
• Sally and Lesley are working on completing the S&C committee representative list. They are waiting to hear back from a couple of people.
• The annual report was distributed to everyone present at the meeting.

New Business:
• Election of Officers for 2008-2009:
  o Co-Chairs: Lesley Hawkins and Sally Evans
  o Vice Chair: Barb Kalsem
  o Secretary: Chris Patton

Announcements:
• No S&C Council Meetings in July and August

Meeting adjourned: 1:40 p.m.

Next Meeting – Tuesday, September 16, 2008, 1:10 p.m., 3150 Beardshear