Supervisory and Confidential Council

Council Meeting Minutes for November 20, 2007

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

Ex-Officios Present: Luke Alberts

P&S Council Representative: Not present

Approval of October Minutes: Barb Kalsem moved to accept the minutes as written. Seconded by Lesley Hawkins. All in Favor. None opposed.

University committee, council, board reports:
  - Benefits Committee: Diane McDonald (not present)
    o No report.
  - Childcare Committee: Chris Patton
    o Elected a new chairperson (Linda Mosman) and secretary (Keri Guy).
    o The Childcare Assistance Program (CAP) has been completed for this year. There’s a subcommittee that evaluates applications and award scholarships to ISU student parents based on their need.
    o This year’s annual fundraiser “Fowl Play” started Nov. 5th and will end next week. The theme this year was “Happy 150th Birthday ISU!” All proceeds fund scholarships to help students afford childcare.
    o Starting to discuss ideas for “Month of the Young Child Celebration on Campus”. It’s held in the spring.
  - Committee on Disabilities: Lesley Hawkins
    o Nothing to report – the committee will not meet again until next year.
  - Committee on Women: Deb Larkin (not present)
    o No report.
  - Keep Iowa State Beautiful: Deb Larkin (not present)
    o No report.
  - RISCAC: Lynnette Hauser, Barb Kalsem, Sally Evans
    o No report.
  - Traffic Appeals Board: Barb Kalsem
    o Met and reviewed appeals.
  - Transportation Advisory Council: Ralph Oliver (not present)
    o Marcia Clendenen reported the Parking Division suggested a parking permit fee increase. Looking at 3%, 4%, and 5%. They are suggesting raising faculty and staff fees and keeping student’s fees lower. Administration will review prior to Board of Regents meeting. The Transportation Advisory Council will vote on their recommendation to the Board of Regents on Dec. 5th.
  - P&S Council: Jason Follett (not present-report submitted)
    o P&S Representation on University Committees, Task Forces, Search Committees, etc.: P&S Council strongly supports President Geoffroy’s concept of shared governance here at Iowa State University. Thus, P&S
Council is actively looking at how to recruit from within and outside P&S Council to serve on these opportunities.

- **P&S Council Bylaw Changes:** At our November 2007 Executive Committee meeting, we began looking and discussing bylaw changes. It was discovered last year that there are inconsistencies in the bylaws especially with officers and elections which need to be addressed. The goal is to have changes approved so they will go in effect FY2009.

- **In Memoriam:** We are exploring how to develop an in memoriam recognition for P&S employees similar to what the Faculty Senate currently uses.

- **Exceptional Performance Pay:** P&S Council was asked by President Geoffroy to explore how to potentially make this operational at Iowa State University. An ad hoc committee continues its work and discussions with various interests groups on this topic.

- **Performance Management Policy and Program Update:** P&S Council continues to stay abreast and actively involved with the developments of the Performance Management Policy and Program.

- **Next P&S Council Meeting:** Thursday, December 6, 2007 in the Pioneer Room at the Memorial Union.
  - Resolution – Supporting Keep Iowa State Beautiful
  - Nominations sought for FY2009 President-Elect

**Provost's Office:** Brenda Behling (not present)

- No report.

**Human Resources – Luke Alberts**

- The new Employee/Labor Relations Manager, Christy Darr will start January 3rd.
- Working on the compensation study project with Towers Perrin. Closing this project on January 9th.
- It was decided not to fill Adreliz Calzada-Rivera's position. Instead realignment will occur and the Classification Compensation Office will now report to the Benefits Office.

**Unfinished Business:**

**New Business:**

- University Committee website
  - It was decided to update the Activity section with the following:
    - May 15, 2007 – updated and approved S&C Constitution
    - August 1, 2007 – participated in focus group for criminal background check for employment at ISU
  - Chris will submit updated information to Sheryl Rippke
  - The S&C Council will continue to update this section throughout the year.

- **ISU Alert System**
  - An email was sent out to everyone asking them to update their information through AccessPlus
  - There is an ISU Alert FAQ web page that provides answers to questions.
  - They will be testing the system in the next couple of weeks.

**Announcements:**

- S&C Council members will bring treats to the Dec 18th meeting.

**Next Meeting** – Tuesday, December 18, 2007 1:10 p.m., 3150 Beardshear
Meeting adjourned: Marcia Clendenen moved to adjourn and Lesley Hawkins seconded the motion. Adjourned at 1:30 pm