Supervisory and Confidential Council
Council Meeting Minutes for December 21, 2010

Members Present: Sherri Paul, Deb Larkin, Barb Kalsem, Lesley Hawkins, Lynnette Hauser, Laura Moreland, Linda Young

Ex-Officio Present: Mallory Schon, Brenda Behling

P&S Council Representative Present: Amy DeLashmutt

Meeting called to order: by Sherri Paul at 1:10 p.m.

Approval of November 2010 Minutes:
Barb Kalsem moved to accept the minutes as printed, seconded by Laura Moreland, and approved.

University committee, council, board reports:
  o Benefits Committee: Lesley Hawkins
    o No meeting
  o Childcare Committee: Linda Young
    o Met November 19, 2010
      ▪ Discussion revolved around Website navigation of where University Child Care and the Committee are accessible.
      ▪ Next meeting TBA.
  o Committee on Disabilities: Lesley Hawkins
    o Met December 1, 2010
      ▪ Discussed if there is a need for the Committee to remain. The Charge of the Committee has changed over the years so may need to have a new focus if it is to continue. Now have employee issues handled thru HR and student issues handled thru Disability Resources.
      ▪ Next meeting TBA in February 2011.
  o Committee on Women: Deb Larkin
    o Deb has not been able to attend recent meetings but does know they are downsizing. She is aware that 4 merit employees are part of the committee so she will ask that one of the 4 be from S&C Council.
  o Keep Iowa State Beautiful: Sherri Paul
    o Nothing new to report. For future information, please go to www.livegreen.iastate.edu.
  o RISCAC: Barb Kalsem
    o A teleconference call was scheduled Thursday, November 18th with Barb, Lynnette and Deb in attendance. The main topic of discussion was the Secretary IV/Clerk IV movement to AFSCME. It appears that Iowa lost 200+ from S&C; ISU has 123 remaining; and UNI has 61 remaining. Consensus was for RISCAC to continue.
    o Brenda Behling suggested contacting Bob Donley (Executive Director) since Tom Evans has been so disrespectful to the S&C Council members. Amy DeLashmutt added that Mr. Donley was scheduled to be at ISU January 18, 2011.
o **Traffic Appeals Board:** Barb Kalsem
  o The ticket appeal process will be on-line January 3rd. The Board may also review student appeals as well as faculty, staff and visitors.
  o Laura Moreland volunteered to be the S&C representative since Barb Kalsem’s position was moved under AFSCME.

o **Transportation Advisory Council:** Barb Kalsem
  o No report

o **Work/Life Advisory Committee:** Sherri Paul
  o December 15th meeting was cancelled.

o **P&S Council:** Amy DeLashmu
  o The P&S Council is reviewing 2 policies: effort reporting (effort on federal grants must match the pay) and extra-meritorious performance pay program (employee going above and beyond their regular duties).
  o Council will make office nominations in January and vote in February.

o **Provost's Office:** Brenda Behling
  o The conflict of interest and commitment policy will be reviewed by P&S Council and Faculty Senate in January.
  o The administrative search for the Vice President for Extension is coming up with interviews soon.

o **Human Resources:** Mallory Schon
  o Pay matrix moves of a 1% increase will take place January 1, 2011 for merit employees.
  o The bumping process and layoff plan for organized merit employees is proceeding as quickly as possible.
  o For information about vacancies on campus, please visit the following link for employment opportunities: [www.iastatejobs.com](http://www.iastatejobs.com).

**Unfinished/New Business:**
  o Discussed the future of S&C Council and RISCAC. With the Secretary IV/Clerk IV move to AFSCME, the Council will lose Sherri Paul and Barb Kalsem.
  o The Council may need to change the By-Laws and reduce the number of Board members. We now have 5 active members on the Council. Other suggestions involved fewer face-to-face meetings with more communication done electronically.
  o Sherri sent in updates for the FACT book. Deb will communicate with Sheryl Rippke to update S&C information on the University Committee website.
  o Deb will follow-up and take charge of the S&C Award nomination process. Mallory Schon will send her an updated list of supervisory and confidential employees after January 1st.

Meeting adjourned 2:30 p.m.

**Next Meeting:** Tuesday, January 18, 2011, 1:10 p.m., 3150 Beardshear