College of Design Professional and Scientific Council (P&S Council)

As approved in the College of Design Governance Document, 2.4.8 Professional and Scientific Council:

The Professional and Scientific Council comprises the following voting members: five Professional and Scientific staff members elected by and from the P&S staff of the college. The staff member who represents the College of Design on the university’s Professional and Scientific Council serves as an ex-officio member of the college council. The chair is elected by and from the five voting members. The chair serves on the Liaison Council and presides over college staff meetings.

The Professional and Scientific Council has the following responsibilities:

1. serve as a resource and as an advocate for Professional and Scientific employees in the College of Design;
2. identify and communicate the needs of college staff members and provide information and advice in response to those needs;
3. recommend to the administration and the Liaison Council policies and procedures that benefit College of Design P&S employees and assist in fulfilling the mission of the college;
4. review and recommend criteria, policies and procedures for the college’s staff awards;
5. review nominations and make recommendations to the dean for the college’s staff awards. In the case of nominations of both faculty and staff members put forward for college or university awards (Academic Advising Award, Faculty/Staff Research Award, etc.), the P&S Council and Faculty Development Council will collaborate to review nominations and make recommendations to the dean;
6. promote and nominate college staff for university awards.

Elections and Voting

The council’s five voting members are elected for three-year terms on a staggered schedule to provide for continuity and prevent complete turnover of membership at one time. The officers of the council include chair, chair-elect and secretary. Chair-elect will be elected by the current council membership to serve in that position for one year and move into the position of chair for the following year. Secretary will be elected by the current council membership to serve in that position for one year. Position lengths may be varied if deemed reasonable by the council.

P&S Council members must be college P&S employees. Nominations will be solicited in March from among the current college P&S staff, and elections will be held via electronic ballot in April. New members will be welcomed at the May council meeting and begin their service in June.

Whereas recent changes in the structure of the university P&S Council mean the College of Design may have more than one representative on that council, in future instances when multiple CoD employees are elected to serve on the university council, the ex-officio representative from that council will be elected by the five voting members of the CoD P&S Council. If no College of Design employee is currently serving on the university P&S Council, the CoD P&S Council chair will consult with the Representation Committee of the university P&S Council to identify a representative for the college on the university council as well as the college P&S Council.
**Membership on Other College Councils and Committees**
The elected chair of the Professional and Scientific Council is a voting member of the Liaison Council. A member elected by and from the P&S Council serves on the Budget Advisory Committee, and a member elected by and from the P&S Council serves on the Research, Extension and Outreach Committee. P&S Council members also may be asked to serve on ad hoc committees.

The P&S Council’s own ad hoc social committee plans periodic social events/activities throughout the year to provide opportunities for college staff to interact outside of their normal work responsibilities.

**College Staff Meetings**
The P&S Council meets monthly to discuss issues of interest or concern to college staff members and to plan the agenda for monthly college staff meetings. Other business may be conducted via email.

The elected chair of the P&S Council presides over college staff meetings. All college staff, including P&S and Merit employees and those affiliated with other units (ISU Foundation, Parks Library, etc.), are invited and encouraged to attend. Voting on resolutions or recommendations or in elections pertaining to P&S staff may be done only by P&S staff members.
Current Council Membership

- Tiffany Atilano  
  (elected 2012 for three-year term 2012-2015; her seat will be up for re-election in 2015)
- Erin French  
  (elected 2009 for three-year term 2009-2012; agreed to serve another two years 2012-2014 to ensure staggered election schedule; elected 2012 to serve as secretary; completes service May 2014)
- Linda Galvin  
  (elected 2013 for three-year term 2013-2016; her seat will be up for re-election in 2016)
- Clayton Johnson  
  (ex-officio representative from university P&S Council)
- Michael Miller  
  (elected 2013 to complete remaining two years of Bobbi Kruckenberg's three-year term 2012-2015; his seat will be up for re-election April 2015)
- Heather Sauer  
  (elected 2009 for three-year term 2009-2012; agreed to serve another two years 2012-2014 to ensure staggered election schedule; elected 2012 to serve as chair; completes service May 2014)

In April 2014 elections, Meredith Foley and Audrey Kennis were elected to serve three-year terms 2014-2017 to fill the seats being vacated by French and Sauer. Their seats will be up for re-election in 2017.