

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.

The staff member who represents the College of Design on the university P&S Council will serve as an ex-officio member of the college council. If no College of Design employee currently serves on the university council, the university P&S Council will appoint someone to serve on behalf of the college, and that appointee will be the ex-officio member on the college P&S Council.

Roles and Responsibilities

The chair is responsible for scheduling and leading P&S Council meetings and college staff meetings. The chair also serves as the P&S Council representative on the Liaison Council. The chair-elect will fill in by attending Liaison Council meetings, leading college staff meetings, etc., when the current chair must be absent, and will move into the chair position the following year. The secretary is responsible for taking minutes at P&S Council meetings and college staff meetings and making the minutes available shortly thereafter. P&S Council meeting minutes should be shared with council members and staff meeting minutes should be shared with all college staff.

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; a member elected by and from the P&S Council serves on the Lectures and Exhibitions Committee; and a member elected by and from the P&S Council serves on the Research, Extension and Outreach Council. P&S Council members also may be asked to serve on ad hoc committees.

College Staff Meetings & Activities

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. The council also plans periodic social events/activities throughout the year to provide opportunities for college staff to interact outside of their normal work responsibilities. 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, University 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

- Mindy Cooper
(ex-officio representative from university P&S Council)
- Amy Logan
(elected for a three-year term 2018-2021; her seat will be up for re-election in 2021)
- Rachel Moylan
(elected for a three-year term 2019-2022; her seat will be up for re-election in 2022)
- Marina Reasoner
(elected 2019 to complete remaining two years of Mindy Cooper's three-year term as a voting member 2018-2021; her seat will be up for re-election in 2021)
- Heather Sauer
(elected for a three-year term 2017-2020; elected to serve as chair 2018-2019 and 2019-2020; her seat will be up for re-election in 2020)
- Mitch Versteeg
(elected for a three-year term 2017-2020; his seat will be up for re-election in 2020)