



Oct. 20
\$1 million marked for latest wireless project

More students with more electronic gadgetry have intensified demand for wireless access on campus. A \$1 million allocation for new access points and additional funding for upgrading existing access points should help wireless users stay connected.

Oct. 20
Hang 'em out to dry

Clone fans compete against each other in the homecoming office-decorating contest.



Office decoration contest

Oct. 20
How has the budget model worked? Share your ideas

Committee members tasked with reviewing the performance of the three-year-old resource management model will host two noon forums to hear from the campus community. Ask questions and share your observations and experiences on what's working and what's not with the budget model.

Oct. 20
Four policies that should be on your radar

Several key university policies have been revised in 2011; here are four that warrant a "heads up" -- and why they're important.

Oct. 20
Car sharing option has arrived

The first two vehicles in Iowa State's WeCar by-the-hour auto sharing option are on campus and



Announcements

- Oct. 31 session focuses on identifying counterfeit currency
- Employee assistance program provider offers training sessions
- Oct. 19 Manatt-Phelps lecture postponed
- Reminder: TIAA-CREF retirement seminar is Oct. 25
- Faculty authors will read from their books at Oct. 26 event
- Learn how to do cited reference searching at library workshop
- Wear jeans to work Oct. 26 to support Children's Miracle Network

Receptions & open houses

Reception

- Alumni Association honor and awards ceremony, Oct. 21

Retirement

- Carolyn Holt, Oct. 26

Arts & events



Haunted Iowa State

Spooky forecast for Oct. 26
 University Museums' fifth annual Haunted Iowa State tour is planned for Oct. 26. Maps for the self-guided walk, which features costumed characters and refreshments, will be distributed at the campanile at 7 p.m.

Around campus

ready for use. The \$35 annual membership is available to faculty, staff and students.

Oct. 20

Where they're from

China sends the most international students to Iowa State. Minnesota and Illinois each send more than 2,000 students to Cyclone country. Here's the record fall enrollment breakdown, by country and state.



WeCar

Oct. 13

Open change period for non-supervisory merit begins Oct. 17

Non-supervisory merit employees will have a chance to review and change their health care benefits Oct. 17-Nov. 17. Learn what's new for next year.

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- Greenlee forum explores campaign news coverage
- Student club raising awareness about human trafficking
- Business college honors Gerdin
- Auditorium classroom ground breaking is Oct. 21

Inside tools

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Oct. 20, 2011



Photo by Bob Elbert.

\$1 million marked for latest wireless project

by Diana Pounds

Students who came to campus in record numbers this fall were packing a record number of wireless devices as well. As students poured onto campus, their smart phones, laptops, netbooks, iPads and e-readers jockeyed for connections to ISU's wireless network and, ultimately, overwhelmed some university systems.

The fall rush on the network pointed to an "incredible need" for more wireless facilities, said Angela Bradley, director in information technology services (ITS).

The Computation Advisory Committee (CAC), a group that oversees spending of student technology fees, quickly allocated \$1 million to add several hundred new wireless access points to high-traffic areas around campus over the next year.

First in line

Work already has begun on the project. Facilities scheduled for new access points over the next few months include College of Design and LeBaron, Curtiss and Carver halls.

"Over the course of the project, we will target all **general university classrooms** across campus," said Jennifer Lohrbach, ITS senior systems analyst. General classrooms are available for any classes; ISU also has classrooms reserved for departmental use.

Some classrooms that already have access points need more to handle increased loads. A single access point can accommodate up to 30 users who are actively using the Internet, Lohrbach said. A typical auditorium may require up to six access points.

"A lot of the work will be done after hours," Lohrbach add, "because these are really busy classrooms."

ITS tackles additional 300 upgrades

The \$1 million CAC allocation will fund new access points in the general classrooms. Simultaneously, ITS will fund a two-year project to upgrade 300 older access points in both general and departmental classrooms and other high-demand facilities. Wireless equipment installed for both projects are built to the latest 802.11n wireless standard, which makes them faster and capable of balancing loads for more reliable service.

"The increase in wireless access on campus is important for both in-class and external activities," said Arne Hallam, associate dean in the College of Liberal Arts and Sciences and a member of CAC. "Professors are placing more and more readings and lecture materials (including lecture slides) online."

The new wireless project is the latest in a series of wireless upgrades over the past couple of years. CAC funding for recent projects also included:

- \$73,000, awarded spring 2010, for 27 access points at Parks Library
- \$350,000, fall 2010, for 100 access points in high-demand spots around campus

Wired campus, by the numbers

Wireless access is available in approximately 75 percent of the public areas on campus, including the Memorial Union, Parks Library and general assignment classrooms. When the latest upgrades are complete, 95 percent of the indoor public spaces and 100 percent of general assignment classrooms will be wireless.

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IOWA STATE UNIVERSITY

INSIDE **Iowa State** *for faculty and staff*SEARCH INSIDE

Oct. 20, 2011



Hang'em out to dry

Enrollment services employees got into the homecoming spirit this week by decking out their offices in all things cardinal and gold. The clever staff hung Iowa State T-shirts on clotheslines strung across walls and desks to emphasize their theme, "Hang'em out to dry," referring to the Texas A&M Aggies, the Cyclones' football foe for Saturday's homecoming game. Kick-off is at 2:30 p.m. in Jack Trice Stadium.



Staff in the General Services Building also got into a "Cyclone State of Mind" by posting sheets of cardinal and gold paper (and a few two-dimensional Cyclone fans) in the building's windows for dramatic impact.

The Student Alumni Leadership Council (SALC) resurrected the homecoming office-decorating contest this year after a brief hiatus. About 20 departments are participating. Judging began on Monday and will continue throughout the week. **Contest winners** will be announced online Friday. *Photos by Bob Elbert.*

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Oct. 20, 2011



It's your turn: Share your thoughts on the budget model at an open forum

by Anne Krapfl

As part of efforts this fall to collect input on the effectiveness of the resource management budget model (RMM), the review committee will host two open forums the first week of November:

- Nov. 2, noon-1 p.m., MU Sun Room
- Nov. 4, noon-1 p.m., MU Cardinal Room

The first is sponsored by the Professional and Scientific Council and the second by the Faculty Senate, but both forums are open to all employees. Review committee members will respond to questions about the budget model and listen and learn from participants' comments and experiences with it. Each forum will open with a short overview of the intended purpose in adopting the model three years ago, as well as the committee's work so far.

"We want to hear from members of the university community, particularly those we haven't as yet, about how the RMM has affected their work, department or the university as a whole," said Arne Hallam, Liberal Arts and Sciences associate dean and co-chair of the review committee. "We expect that these will be largely listening sessions for us."

Collecting ideas

A 10-member review committee co-chaired by Hallam and Business dean Labh Hira has been working this semester with Resource Planning and Management Associates, a Nashville-based consulting firm, to gather information. The consultants led a symposium in late September and are conducting interviews and focus group sessions with a variety of employees during October and the first week of November.

The committee and consultants are scheduled to meet Nov. 15 to begin identifying key issues in Iowa State's use of the model. Ultimately, the review committee will submit a report of its findings and possible recommendations to executive vice president and provost Elizabeth Hoffman by May 1,

Share your ideas, observations

If you're unable to attend a forum, the committee still wants your input. Any student or employee may send their ideas to:

budgetmodel@iastate.edu.

An alternate [online submission form](#) also is available and assures anonymity for those who want it.

2012.

Is the model meeting its intended goals?

The perceived advantages of adopting the resource management model three years ago included greater:

- Responsibility placed with the academic units to generate revenues and allocate resources
- Efficiency and alignment with users' needs among administrative service providers (such as the library, IT services, student services, facilities management)
- Flexibility to handle changes in enrollment, revenue, costs, university priorities and external opportunities
- Clarity in linking incentives to performance
- Accuracy in forecasting changes in revenues and costs
- Collaboration among units to boost the overall performance of the university

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Oct. 20, 2011



Four policies that should be on your radar

by Anne Krapfl

Changes to Iowa State's former conflict of interest policy that took effect July 1 add the concept of a conflict of commitment (i.e. time, effort), define key terms -- such as professional activity leave -- and require a written plan in some situations for managing, reducing or eliminating the conflict. The revised Conflicts of Interest and Commitment Policy is among several university policies that executive vice president and provost Elizabeth Hoffman selected to remind employees of this fall. Two of the four are new policies in 2011; the other two received significant revisions in the last 10 months.

Here's a quick look at four university policies that may alter how you do your job from previous years:

Revised: **Conflicts of Interest and Commitment Policy**, effective July 1, 2011.

Outlines the external activities and financial interests that must be disclosed if they have potential to adversely impact an employee's objectivity, job performance or use of state resources.

Who it's for: All employees

Why it matters: Regularly disclosing, reviewing and approving an employee's outside activities protects him or her from subsequent accusations of impropriety about those activities.

[FAQ \(PDF\)](#)

[Procedures, Applications and Guidance \(PDF\)](#)

New: **Salary Adjustments Policy**, effective Jan. 14, 2011.

Ties performance-based salary increases to written performance evaluations, and market- or equity-based adjustments to university-approved market data, and improves communication about salary adjustments.

Who it's for: Faculty, P&S staff, employees on contract and post docs

Why it matters: The "one-size-fits-most" approach to awarding salary increases is gone. Each employee will know how his or her salary increase was determined. Supervisors have some freedom to reward high performers and an obligation to address poor performances.

[FAQ \(PDF\)](#)

[Inside Iowa State article](#)

New: **Effort Reporting and Certification Policy**, effective Feb. 1, 2011.

The federal government requires that labor charged to federally sponsored research reflects actual work performed -- and at the time it was performed.

Who it's for: Any employee whose salary is at least partially covered by a federal grant; primary investigators are personally responsible to certify the work efforts of everyone on their research team.

Why it matters: At risk is a damaged reputation for the university among federal funding agencies and the loss of hundreds of thousands of grant dollars.

[FAQ \(PDF\)](#)

[Inside Iowa State article](#)

Revised: **Post-Tenure Review Policy**, effective April 7, 2011.

Adds to the basic concept of peer review of tenured faculty a timeline, options for outcomes and the responsibility of various administrators in the review process.

Who it's for: Tenured faculty (full-time and part-time)

Why it matters: The revised review process rewards superior performance by faculty with a special salary increment and provides constructive feedback for improvement to faculty falling below expectations. Ignoring this peer-review requirement or failing to implement a performance improvement plan could lead to a charge of unacceptable performance of duty.

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Oct. 20, 2011



Wheels for everyone

The first two vehicles in Iowa State's **WeCar** by-the-hour auto sharing option are on campus and ready for use. Both vehicles are fuel-efficient Ford Focuses, a white hatchback (pictured) stored west of Martin Hall, and a silver sedan parked north of Linden Hall. The \$35 WeCar annual membership is available to faculty, staff and students. Join by Nov. 22 and the fee will be returned to you in WeCar rental credit. *Photo by Bob Elbert.*

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Oct. 20, 2011



Enrollment: Breakdown by country and state

Iowa residents make up approximately 62 percent of Iowa State's **record enrollment** this fall. Among the states represented at Iowa State, Minnesota and Illinois are No. 2 and No. 3, respectively, each sending more than 2,000 students to ISU.

On the international side, Chinese students account for 54 percent of Iowa State's record 3,424 international students.

The charts below break down ISU's fall enrollment, by U.S. state and country.

International students by country of origin		U.S. students by state of residence	
China	1,849	Iowa	18,526
India	362	Minnesota	2,292
Malaysia	206	Illinois	2,016
South Korea	192	Wisconsin	495
Taiwan	74	Nebraska	431
Mexico	35	Missouri	231
Turkey	34	Texas	226
Sri Lanka	32	California	225
Indonesia	28	Other states	1,745
Canada	27	Total U.S. citizens*	26,187
Japan	27		
United Arab Emirates	27		
Other countries	531		
Total international*	3,424		

* Neither table includes 276 post-docs, who also are enrolled this fall.

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Oct. 13, 2011



Open change period for non-supervisory merit begins Oct. 17

by Paula Van Brocklin

Non-supervisory merit employees will have an opportunity to review and change their health care benefits during the annual open change period, Oct. 17-Nov. 17.

What's new for 2012?

Health and dental coverage for non-supervisory merit employees will remain the same for 2012. The cost of those benefits also will be similar to 2011, with a slight increase expected for family premiums. Final costs will be available in the open change guide and participation statements on AccessPlus beginning Oct. 17.

The only significant change for 2012 is related to flexible spending accounts. Beginning Jan. 1, 2012, **ASIFlex** will become the administrator of Iowa State's flexible spending plans. Wellmark currently is the university's administrator and will continue to process 2011 claims through April 30, 2012 (the 2011 claim-filing deadline). ISU chose ASIFlex over Wellmark, in part, because it can administer claims daily and at a lower cost.

The switch to ASIFlex, based in Columbia, Mo., on Jan. 1, 2012, should be fairly simple for employees. The processes for enrolling, making changes or turning off flexible spending accounts will continue through AccessPlus. Just remember to change your flexible spending contribution for 2012 during the open change time, otherwise your 2011 election will carry over to 2012.

Beginning in January, employees who wish to have their claims direct deposited or automatically filed will need to complete new authorization forms for ASIFlex, which will be available on the human resource services (HRS) benefits website. The website also will contain directions for filing claims and two new links -- one for filing 2011 claims (using Wellmark) and one for 2012 (using ASIFlex).

Reminders

Mark your calendar

- **Oct. 17:** Open change period begins at 8 a.m.; participation statements available on AccessPlus
- **Nov. 9:** Webcast, 9-10 a.m.
- **Nov. 17:** Open change period ends at 5 p.m.
- **Dec. 2:** Confirmation statements available on AccessPlus
- **Dec. 9:** Final day to report errors on confirmation statements
- **Jan. 11, 2012:** Final statement of 2012 elections available on AccessPlus

Employees may continue to insure children up to age 26 on their medical, dental and Avesis vision plans for 2012. To qualify, children must be under age 26 on Jan. 1, 2012. Children may be covered even if they are married or have a job with health care benefits. If children already have benefits, the ISU coverage would supplement their primary health plans.

If children turn 26 in 2012, coverage must end Dec. 31, 2012. However, if children are unmarried and enroll as full-time students during the year, they can remain on their parents' ISU health or dental plans until they either get married or stop being full-time students. Remember, there may be tax implications for employees who insure students over age 26.

Act now for dental coverage

Non-supervisory merit employees have the option of enrolling themselves or adding spouses and dependent children (including those up to age 26) to their dental plans again this year. However, this opportunity does not happen every year and it likely will not be an option next year. So, act now if you need to add family members to your dental coverage.

How to make changes to your benefits

Non-supervisory merit employees may alter their medical, dental, flexible spending and Avesis coverage online through AccessPlus. However, enrolling in or increasing employer-sponsored life insurance will require a paper form. If you prefer to make all your changes on paper, contact HRS at 4-4800.

More information

HRS is hosting an interactive webcast for non-supervisory merit employees Nov. 9 from 9 to 10 a.m. To participate, log on to <http://connect.extension.iastate.edu/benefits>. At the login page, enter your name under the "Enter as a Guest" heading, then click "Enter Room."

The ISU Plan open change period for faculty, professional and scientific, and supervisory merit employees is Nov. 1-18. Look for more details about the ISU Plan open change period in the Oct. 27 *Inside Iowa State*.

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Photo by Barb McBreen, College of Agriculture and Life Sciences Communications Service.

Spooky forecast for Oct. 26

by Erin Rosacker

Ghosts, ghouls and spirits make an early Halloween appearance when University Museums brings its fifth annual Haunted Iowa State event to campus on Wednesday, Oct. 26. The self-guided walk is free and open to the public.

The tour begins at the campanile at 7 p.m., where [maps of the route \(PDF\)](#) will be distributed. Stops on the frightful tour include the Memorial Union, Farm House Museum, Food Sciences Building, Gilman Hall, Morrill Hall and Beardshear Hall. Participants are encouraged to bring flashlights and dress for the weather.

Costumed characters will be stationed near the mapped locations. Some will "scare" participants along the route, others will tell the historic or haunted tales about the sites.

Volunteer to help

If you'd like to work behind the scenes at the haunted walk, contact Dorothy Witter (dwitter@iastate.edu, 4-4442). Volunteer duties include character role play, site managers and event preparation.

The tour is appropriate for all ages and refreshments will be offered at the Farm House. Commemorative T-shirts are on sale (\$5) now at the Brunnier, Christian Petersen and Farm House museums.

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