

**IUPUI Staff Council (SC)**  
**Minutes**  
**March 21, 2012 ~ Campus Center, Room 405 ~ 2:00 – 4:00 p.m.**

**Members and Guests Present:** Melissa Ade, Kacy Allgood, Maryanne Alyea, Sarah Baker, Troy Barnes, Bobby Bell, Vickie Bills, Karen Black, Virginia Blevins, Vicki Bonds, Benita Book, Jeramy Bowers, Susan Bradley, Nancy Brockman, Bwana Brooks, Denise Brown, Emily Burke, Nathan Byrer, Cathie Carrigan, Timothy Centers, Elizabeth Chaisson, Shannon Cooper, Gary Curto, George Davis, Aron DiBacco, Joann Farris, Avis Frieson (alt: Kim Shackelford), Roxana Fuentes, Alicia Gahimer, Cindy Gilbert, Erin Glueckert, Jane Goergen, James Graber, Sarah Gries, Barbara Hanes, Deanna Hart, Linda Henson, Sue Herrell, Jana Hill, Edgar Holdaway, Rochelle Hudson, Olisa Humes, Talena Huntsman, Kate Julius, Pam King, Jim Klenner, Lyndi Kouns, Tho Le, Tammy Leone, Barb Lerner, Amy Maidi, Christophe Marchal, Cortnee Martin, Anthony Masseria, Catherine Matthews, Maggie McGaughey, Helen McKuras, Kelly Miholic, Charlie Miller, Greg Mobley, Lindsey Mosier, Kathy Nichols, Scott Orr, Jennifer Paton (alt: Isabel Fawcett), April Reed, Angela Reese, Kathy Risacher, Patriece Roulette Landis, Colleen Rusnak, Amanda Shumaker, Monique Sims, Chris Stines, Lee Stone, Bill Stuckey, Becky Thacker, Jordan Thompson, Stormy Thrasher (alt: Karen Mitcham), Lindsay True, Sherrie Tucker, Lisa Tully, Vinny Vincent, Jack Waggoner, Melody Warman, Louise Watkins, Terry Wilson, Emily Wren, and Michael Yates

**Members Absent or Excused:** Marjorie Aprile, Lee Bernard, Andrew Blomeke, Chris Brown, Regeania Brown, Becky Cass, Kristy Chapman, Monica Doyle, Pinkie Evans, Margo Foreman, Latasha Gilson, Margaret Hannah, Scott Harman, Lisa Harris, Jessica Healey, Sharon Henson, Patti Holt, Margaret Hughes, Rebecca Jacobs, Maureen Jayne, Earl Knight, Sue Knight, Elleen Laughlin, Teresa McCurry, Darlene Pitman, Kibi Pryor, Meagan Senesac, Diana Sims-Harris, Candice Smith, Heather Staggs, Teresa Stukey, April Taylor, Christina Terkhorn, Sara Vitaniemi, Leslie Wilson, and Debbie Wyeth

**Agenda Item I: Welcome and Call to Order**

IUPUI Staff Council President Sue Herrell called the meeting to order at 2:07 p.m.

**Agenda Item II: Adoption of the Order of Business for the Day**

The agenda was adopted as the Order of Business for the Day.

**Agenda Item III: [Action Item] Approval of the Minutes of the February 15, 2012, Meeting**

Hearing no objections, the minutes of the February 15, 2012, SC meeting stood as written and was entered into the record.

[http://www.iupui.edu/~scouncil/documents/minutes/2011-2012/Minutes\\_SC\\_2-15-12.pdf](http://www.iupui.edu/~scouncil/documents/minutes/2011-2012/Minutes_SC_2-15-12.pdf)

**Agenda Item IV: [Information Item] Update on Reaccreditation 2012**

Karen Black, Director of Program Review

The next reaccreditation town hall meeting is on March 27, 2012, focusing on Criterion 5 of the self-study. An accreditation team has not been assigned to the campus yet. Criterion 4 town hall will be on April 10.

**Agenda Item V: Update from the Associate Vice Chancellor for Facilities**

Emily Wren, Associate Vice Chancellor for Facilities / Chancellor's Administrative Designee Alternate

Wren reported on the following:

- Parking:
  - Parking permits will automatically be renewed this year. You will need to go to Parking Services only if you want to change the type of permit you have.

- The Eskenazi Garage has spaces available for parking. The garage is located just west of the old Union Building space. A shuttle (gold line) is available to ride to a location near your office.
- The Sports Garage will be parkable by the end of April and fully finished by the start of fall classes.
- University Boulevard is being extended all the way to Blackford Street, but will not be finished until the end of spring/early summer.
- Elmwood Street will close soon and a temporary drive from the corner of the Physical Plant and Riley Hospital all the way out to 10<sup>th</sup> Street. IU Health intends to put a permanent extension of Riley Drive in the temporary section so that Riley has an official front door to the building.
- Building:
  - Bids have gone out for the following building projects: Rotary Building, Science/E&T lab, and the Neuroscience Building.
  - The basement of Cavanaugh Hall will be renovated for classroom space. Projected completion date is August 1.
  - The Herron facility on Indiana Avenue is being renovated and will hopefully be done in June. CS3 is being worked on as an expansion to Herron and the sculpture building in that area. Art will be added to the grounds.
  - The state passed a law for universities to borrow money to do energy saving projects. The campus was able to receive some funds, and several buildings will be renovated for better heating and cooling.
  - The clinical quad will be complete once asphalt companies begin making asphalt again to resurface parking and roads.
  - The grass area at the stadium used by the soccer team is being dug up and replaced with rubber pellets that look like grass so the area can be used for soccer at all times. The field is not easily now used when wet.
  - Wishard buildings will be repurposed, but no announcements are ready at this time.
- The PeopleMover should be back on regular routes by April 9.
- The Cultural Trail is almost complete. The intersection radius by SL/LD is still not complete, but will be once the city finds extra funding.
- Ball Gardens is going through renovation, and there is an endowment to care for the area for years to come.

Questions:

- Regarding permit renewal, will motorcycle permit renewals occur automatically as well? Wren said she didn't know but will check.
- What street does the Eskenazi Garage face? Wren said it is across the street from the Ronald McDonald House and there is a street right in front of it with signage to show where to enter the garage.
- Did we make money with Super Bowl parking? Wren said the campus covered the expenses of the overtime the police and employees had to work as well as the costs of the bus, but other than that, no extra funds were raised. She feels that if the parking had been marketed more, we may have made more money.
- Who will take over the Rotary Building? Wren said there will be some School of Medicine personnel that will work in the building as well as others that were displaced in the Wishard swap.
- Will the track and field stadium be used more in the future? Kate Julius handled this question in her report.

### **Agenda Item VI: [Information Item] Auxiliary Services at IUPUI**

Kate Julius, Assistant Vice Chancellor for Auxiliary Services

PowerPoint: [http://www.iupui.edu/~scouncil/documents/pps/julius\\_3-21-12.pdf](http://www.iupui.edu/~scouncil/documents/pps/julius_3-21-12.pdf)

Julius discussed the points in the PowerPoint. To answer the previous question about stadium usage, there will be more use of the facility by athletics and hopefully the community. Lighting will allow the stadium to be used at night so that it can be marketed more to the city. Primary use is for the campus, but other opportunities will help with the usage. The soccer team will eventually play there once the field is changed as described by Wren. The current athletic teams play off campus because the stadium does not meet NCAA guidelines. However, after renovation, it will.

Why doesn't the post office take credit cards and why is it no longer in the Campus Center? Julius will check on credit cards. The rent was too high in the Campus Center in order to pay back the loans. It also didn't make sense for the post office to be there when the space could be better utilized by the students as a service. Student Health is now in the location and is a better service to the students than the post office was as a student convenience.

A food survey was done for faculty and staff with 1,700 respondents. The comments were reviewed and changes are forthcoming. Papa John's Pizza is now in the Campus Center taking the place of Flat Breads Pizza. There is a healthy menu available for catering, as well as lower priced items, and some free delivery options for some catering with ten persons and above. Chefs Table events will continue. The appreciation card for the survey responders was well received, and more than six hundred faculty and staff took advantage of the 20% discount card. The card is still available to receive in the food service office located off the food court.

### **Agenda Item VII: Report from Human Resources Administration (HRA)**

Sue Herrell reporting for Martha Bulluck, Interim Assistant Vice Chancellor for Human Resources

Herrell reported on the following:

- Bulluck will have updates next month on the program review of the Office of Human Resources.
- Scheduled programs for promoting:
  - "Who Gets Grandma's Yellow Pie Plate?" A seminar on preventing conflict over sentimental estate items, titled vs. nontitled property, and effects of now having a will. Friday, April 27, 12:05-12:55 p.m., UL 1126.
  - "A Lifetime Journey with a New Destination" A pre-retirement symposium *by invitation only*. Friday, March 23, 2012, 7:30 a.m. – 4:30 p.m. Riley Outpatient Center Auditorium.

### **Agenda Item VIII: Report from the President**

Sue Herrell

Herrell reported on the following:

- "The Last Lecture" event will take place on March 30, in the Basile Auditorium, at Herron School of Art and Design, at 2 p.m. The speaker is Dr. Jim Lemons who will talk about *The Unanticipated Consequences of Love*. If you are unable to attend the lecture, it will be live-streamed and archived for later viewing.
- The Chancellor's Honors Convocation will be held on April 19.
- The Women's Leadership Award Ceremony is on March 27, from 2:30 to 4:30 p.m., in CE 450A. The winners have been notified.
- The Farewell Reception for Dean Uday Sukhatme is on April 26, from 4 to 6 p.m., in the University Place Hotel Ballroom. The program begins at 5 p.m.

### **Agenda Item IX: Standing and Ad Hoc Committee Reports**

- Bylaws: Bowers said the committee is working on a change regarding meeting attendance and a report will be sent to the EC in April.
- Communications: No report.
- Diversity: Barnes was not able to attend the Diversity Cabinet meeting on March 20. He will send the link to Karen Lee for the Diversity Report.
- Faculty Relations: Stone said the committee will be meeting next month with the Staff Relations Committee. The hot topic is the cost of health insurance premiums next year. The Faculty and Staff Councils have a channel of communication through the University Faculty Council and Dr. Jack Windsor, president of the Faculty Council. The TIME system will also be discussed to be sure follow-up is taking place. A question was asked about comments from administration regarding the SSI report. Stone said the concerns were submitted, but he and Sarah Baker have been told it is a “done deal” and they will not go backwards.
- Fine Arts and Crafts Fair: Burke said the fair will be on September 7, in Taylor Hall courtyard, from 10 a.m. to 5 p.m.
- Membership: Gahimer said she and Karen Lee had an information table at the Campus Center on March 19 for Staff Council Awareness Month. On March 22, the IT SC members are doing a table in their building. Aaron DiBacco said the School of Liberal Arts Staff Council is going to have a meeting on the second Wednesday of each month. Membership will be working on elections soon.
- Rewards and Recognition: Klenner said the Employee Recognition Ceremony has been moved to March 6, 2013, from 3 to 5 p.m., in CE 450 A, B, C. Therefore, the deadlines for the awards will be moved back to September. HRA is encouraging departments to purchase milestone pins for employees. Retirement awards and information come from HRA as well.
- Special Events: Miholic said the spring blood drive is on April 24. Blood donation sites are: Campus Center from 8 a.m. to noon; Taylor Hall Courtyard from 10 a.m. to 3 p.m. with three bloodmobiles; Medical Science Atrium from 10 a.m. to 3 p.m. Volunteers will be sought to help set up and take down. The Legacy Project planting will occur in early April. Volunteers will be needed. The SC retreat is on July 20 at the Indiana Landmarks Center.
- Staff Affairs: Minutes were placed on Oncourse by Candy Smith.

### **Agenda Item X: Other University Campus Reports:**

- Campus Center Advisory Board: Bell said the theatre level of the Campus Center is about 90% complete. A national search is being conducted for the Executive Director of the Campus Center position with the hope to have it filled by May, if possible. Funds are being sought for a nursing mother’s room by Tralicia Powell Lewis and Maggie Stimming.
- Campus Sustainability Committee: Thacker said the committee was reorganized and is chaired by Jane Luzar and Rich Strong. Committee members are accepted. Campus Facility Services is checking into the Green Power Purchasing Initiative. For the campus, it would cost an extra \$22,000 to participate in the program, so they are looking for grants to participate. Waste minimization is working on better recycling. Vehicle emissions are being reviewed so that when vehicles stop to deliver items, they don’t sit idling.
- Common Theme Committee: No report.
- Greening IUPUI Grant Award Committee: Vincent said the committee met and has received proposals for bat houses along the canal to native plantings. Final proposals will be reviewed on March 30. So far only one grant has been received in its entirety. Herrell would like to see the SC submit a proposal.
- Health Engagement Committee: Rusnak said the committee has not met since the Health Engagement Coordinator was hired last fall. It is not known if another meeting will be held.

- Parking Advisory Committee: Waggoner said the committee is comprised of all staff volunteers on campus, much like the appeals committee. Geary Robinson attended the University College staff meeting and Waggoner said he had some good things to say and took questions. Robinson said that parking services, as an auxiliary unit, has to fund their own garages, staff, and benefits through parking fees. The earlier question regarding motorcycle permits came up in the meeting and although there was no answer, it was noted that there is a decrease in motorcycle spaces. Robinson spoke of the super bowl parking. He felt there was a small profit and the committee learned much about how to do it again in the opportunity comes including advertising the parking better and utilize spaces differently.
- Parking Appeal Committee: Kouns said the committee reads appeals and decides whether to forgive tickets or not. It was her first meeting, so she did not have a good feel for what she will be doing. There were at least one hundred appeals with about six people who will need to appear in person to state their case.
- Pedestrian Safety Committee: Gahimer would like to know if there are areas that need better safety measures. The committee is discussing bicycle safety issues. One SC member said Michigan and Barnhill is a bad intersection as pedestrians still cross the street when the light changes green. Gahimer said those two streets are city streets and we cannot easily control them. A question was asked about changing Michigan and New York to two way streets. Gahimer said this was still in the master plan, but she has no further information. Wren could be asked to comment on it at another meeting. In front of the Natatorium Garage, when people are crossing New York street, they are almost hit due to drivers trying to pull out that do not see them because they are trying to see if cars are coming from the opposite direction. It is worse now that trees are beginning to bloom. Gahimer said the campus police attend the meetings but indicate they are busy and do not always have time to monitor the busy areas.
- Resource Planning Committee: Evans provided a written report. The Resource Planning Committee has discussed the SSI report and said the process of changing reporting lines and services in Enrollment Services has not been finalized. Both the Faculty and Staff Councils prepared a response to the report and sent it to administration.
- Search Committee for AVC for Human Resources: Shumaker said the committee has made the selection of the three candidates to bring to campus for further interviews. The dates have not been finalized.
- Task Force on Sexual Assault and Violence Prevention: Foreman submitted a written report. She reported that the group is currently looking to put together some information training sessions for fall aimed at IUPUI students but applicable for staff as well.
- Task Force on IUPUI Health and Wellness: Reese said the task force has not met this semester. A survey was to go out about a health facility, but it will probably be placed on hold as the student president is in his senior year and it will be picked up again when the new officers are selected. It was stated that a random selection of staff have received the survey.
- Search Committee for Assistant Director of Parking: Herrell said the committee has reviewed over seventy applications and have narrowed down the search to the top fifteen candidates. The candidates will be sent questions via e-mail, and then the list will be narrowed down again for personal interviews.
- IT Policy Review Committee: Orr said that in December they reviewed some policies and he does not know where they stand now. The committee just received two policies to review on ISPP-27 Privacy Complaints Policy Draft and ISPP-26 Information and Information System Incident Reporting, Management, and Breach Notification Policy Draft. Comments are to be sent to Eric Cosens, Deputy Information Policy Officer, by April 20.
- Komen Race for the Cure: Holt and Marilyn Baker chair the event and they provided popcorn at the meeting to entice SC members to “pop on in for the cure.” Herrell said registration is low on campus this year. McGaughey said the SC team can be registered online. The t-shirt will be

mailed directly to the registrant's home. Komen is facing lower funding due to their decision to give money to Planned Parenthood (PP). She said the campus has not made any statement about the issue. Komen has not given any funds to PP in the city because they have not applied for the funds. The Komen tissue bank received many donations during Super Bowl week. Holt and Baker will host a light breakfast the morning of the race in the School of Science staff break room for SC team members.

**Agenda Item XI: Report of the First Vice President**

Amanda Shumaker

Shumaker spoke of the request sent to SC members asking how their schools handled fundraising for staff projects. Members are to contact Karen Lee with information.

**Agenda Item XII: Report from IUPUI Faculty Council Liaison**

Sarah Baker, IUPUI Faculty Council Executive Committee

PowerPoint: [http://www.iupui.edu/~scouncil/documents/pps/baker\\_3-21-12.pdf](http://www.iupui.edu/~scouncil/documents/pps/baker_3-21-12.pdf)

Baker reported on the general education core curriculum. A town hall meeting will be on March 30 at 10 a.m., in the University Library Auditorium.

**Agenda Item XIII: Old Business**

No Old Business.

**Agenda Item XIV: New Business**

- Henry Michael Brown was born in February and is the grandson of Denise Brown.

**Agenda Item XV: Adjournment**

With no further business appearing, President Herrell adjourned the meeting at 4:10 p.m.

Minutes prepared by Staff Council Coordinator, Karen Lee

UL 3115N / 274-2215 / Fax: 274-2970 / [scouncil@iupui.edu](mailto:scouncil@iupui.edu) / <http://www.iupui.edu/~scouncil>