

IUPUI Staff Council (SC)
Minutes
March 18, 2009 ~ CE 409 ~ 3:00 – 5:00 p.m.

Members and Guests Present: Teresa Abney, David Adams, Emily Anderson, Brenda Baker, Sarah Baker, Linda Bethuram, Monyca Britt, Jennifer Burba, Elizabeth Chaisson, Kathy Champ, Scott Cunningham, Melanie Curfman, Gary Curto, Virginia Dowling, Jim Fiddler, Mary Fisher, Margo Foreman, Avis Frieson, Kristine Frost, Alicia Gahimer, Nancy Gibson, Jane Goergen, James Graber, Nicholas Harris, Deanna Hart, Natalie Harvey, Robin Hawkins, Nikki Holdcroft, Danielle Hull, Leslie Kidwell, Emilie Leveque, Lodema Lines, Jayme Little, Lana Matthews, Megan May, Kyle McCool, Caroline Miller, Scott Orr, Christine Padgett, Jodi Perkins, Ellen Poffenberger, Kara Salazar, Amy Sandlin, Roger Schmenner, Jane Schoening, Meagan Senesac, Tonya Shelton, Monique Sims (for Melanie Hollcraft), Pat Stites, Lee Stone, Rich Strong, Becky Thacker, Holly Thomas (for Amy Pfaff), Kyle Torgerson, Laurie Turner, Robin Waldron, Thomas Witcher, Aaron Woodsworth, Courtney Wooton, Emily Wren, and Debbie Wyeth

Agenda Item I: Call to Order

IUPUI First Vice President Christine Padgett called the meeting to order at 3:01 p.m.

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

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

Agenda Item III: [ACTION ITEM] Approval of the Minutes of the February 18, 2009, Meeting

Hearing no objections, the minutes of the February 18, 2009, SC meeting stood as written and were entered into record. (http://www.iupui.edu/~scouncil/documents/minutes/2008-2009/Minutes_SC_2-18-09.htm)

Agenda Item IV: [Discussion Item] Master Plan

Roger Schmenner, Chief of Staff

Schmenner reported on the following:

- The master plan process has been worked on within the past year. The Board of Trustees approved the plan at their February 2009 meeting.
- A “blueprint” has been constructed of how the campus should look over the next 20-30 years and consists of “themes.”
- The first “theme” is that we have plenty of land. The land needs to be developed more intensively. The planners believe we should have taller buildings closer to the edges of the street and interior courtyards with attractive green space. The lawns we currently have are not being used as our urban peers would use them. The western half of the peninsula is “fill.”
- The second “theme” is while we have land, we are short of space. We have 40% less space less the per student/per faculty ratio than our peers. We do not have comparable space to our competitors. We currently have 10 million square feet on campus and we need to add over 3 million to campus. Some will be new; some is replacement space, including Cavanaugh Hall, Fesler Hall, Lecture Hall, Dental School, and other medical buildings. We will grow relative to the number of students we have.
- The third “theme” is that traffic is a mess (and worse than parking). We will add more parking over time. More importantly, we need to change the way the streets run. The planners said we need to make Michigan and New York Streets two way streets. If we change the orientation of the streets, then we will not have the situation of traffic back up in the morning turning onto

Barnhill Drive. People will be better served with better traffic flow. We also need two more north south arteries that go north to Tenth Street (west of University Boulevard). We would like to also change the way transit works on campus – interaction between all modes, pedestrians, bike routes, etc.

- The fourth theme is “Indiana Avenue.” A parking lot currently exists on Indiana Avenue, but we have not developed anything to coincide with the culture of Indiana Avenue. We are in discussion with Madame Walker building personnel that may include a building that has a restaurant, boutiques, and housing. Indiana Avenue and Blackford are the edges of the Cultural Trail and we want to be sure we have a presence on this route. We should be more in engagement with the community.
- The fifth theme is “river and housing.” Indianapolis has White River. Other cities would make the river an amenity, but Indianapolis (besides the Zoo) does not take advantage of this. We may include more housing on the western side of campus. Between Michigan and New York, we may build major tall buildings for research sciences and then housing as well for undergraduates and grad students. There may be potential for other housing for the community. We will keep the track and field stadium and may put artificial fields for the soccer teams and have it available for intramurals. On the western edge, more housing that overlooks the river and the stadium. Housing for students will be increased. We would like to put more student housing on Vermont Street up to the Campus Center.
- The sixth theme is “medicine.” The medical center is complex. Wishard has the option to trade space with the area where the boarded up LaRue Carter Hospital and the old State Board of Health buildings are. If the land swap becomes a reality, they will be in charge of taking down the asbestos laden buildings to rebuild their own new spaces.
- The seventh theme is “more quality green space” on campus. The plan calls for Ball Gardens to be extended north and south. Green space will be added east and west along the Vermont Street corridor. The planners want attractive usable space.

Questions:

- What about parking when green space is taken away? Parking will be taken out of surface areas and put into “decks” that are above ground rather than below ground. We are likely to have more parking garages on the fringes of campus where people need to walk to their work areas. Interior parking will be for the hospital patients and visitors.
- Who is the planning team? The head of the team is from Smith Group/JJR. He designed this building – David King, chief architect of the Campus Center. Smith Group also did the law school building. He will be the university’s planner for at least the next decade.
- Is the President on board with the plan? Yes.
- What are the first things the campus plans to do? The things that do not involve state dollars such as housing and parking. There are two buildings that are in the programming stage which will not use state funds. Those buildings are a new laboratory building for Science and Engineering as well as combination building that take some of the centers that are off campus, international affairs, president, and Chancellor. The AO building needs to be torn down which will provide space that will provide the opportunity to build the housing for students. Alumni will be in the combination building as well.
- What will happen to the buildings that are part of the history like Fesler? A number of us have different opinions about this. The utilities are very expensive and they are not conducive to teaching. Perhaps facades can be saved, but the rest will be torn down.
- Is Historic Landmarks involved in the planning? Yes, but we don’t know what will happen to the buildings, like Fesler, that contain some historic or old fixtures in them.
- Do you see us growing towards the canal? The planners do not think we need to. They think we will have enough space if we build up. Clarion is currently doing their own master planning so

there may be some collaboration, but it is not known how yet. Our planners are working with Clarian and the School of Medicine on their planning.

Agenda Item V: Updates from the Associate Vice Chancellor for Facilities

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

Wren report on the following:

- We are in the process borrowing four sculptures from the Indianapolis Museum of Art.
- We are working on funding for the expansion of Ball Gardens.
- Business/SPEA breezeway will be refinished over the summer.
- There will be some tunnel renovations to the Union Building and other buildings during the summer. These are for utilities.
- The Multicultural Center design is moving to schematics phase.
- There is a new curb cut in Lot 80 onto University Boulevard.
- The Glick Eye Institute will be in front of Coleman Hall. The bid will be in June.
- The Med Science medallion is crumbling and will be replaced with pavers as well.
- The soccer stadium field will receive an estimate for field turf to make it more usable. The field will have the tiny rubber particles.
- During Spring Break, striping of lots will continue as well as straightening of bumpers.
- Business/SPEA will get a new roof this summer.
- Walnut Street will reopen on Monday or very soon.

Questions:

- Who is the best person to talk about elevators, etc? Any facility problem should be reported to 278-1900. This includes problems with potholes, ice on sidewalks, lights out, etc. The university does not staff our own elevator maintenance. We have a contract with another company, so if an elevator isn't being fixed, please send an email to Wren and she will send it to the right person. The North Garage elevators frequently do not work and they smell. She will look into the problem.
- In the School of Education, we see traffic coming onto campus every day. Does the campus have an emergency evacuation plan for persons to get off campus in times of emergency? Will the one way streets become two-way in a short period of time? Wren said there is concern about getting off campus quickly. With the master plan, we do not know the answer to "when" all the items going to happen. Strong said there is not evacuation plan at this time for leaving campus. We have the cooperation of the city, but no plan at this time.
- If we begin to add housing to campus, won't this add to the traffic situation as people leave campus? To make room for housing, we have to tear down parking lots. Wren said we usually have a traffic consultant help with these issues, but when it comes to a traffic situation outside the campus borders, we have no control.

Agenda Item VI: Report from Human Resources Administration

Ellen Poffenberger, Assistant Vice Chancellor for Human Resources

Poffenberger reported on the following:

- Professional Development: The home buying series began yesterday. If you are a first-time buyer, this is an interesting series. Stimming said the series is currently full, but we can see if we can add others if there is interest.

- Spring Seminar: The seminar is April 7 and the theme is change. Dan Johnson is the presenter. The session will be half day from 9-noon with a repeat session in the afternoon. There is a fee of \$30 that can be paid for by campus account.
- PAO/PAU Compliance with Fair Labor Standard Act: The employees will be using the TIME system. How is our campus utilizing the system? We use the synchronous approach which captures the time at the time recorded. Other campuses are using the asynchronous system which captures the time after the fact.
- Student Employment: Students who work on campus have a greater retention rate than those who do not. In April, we celebrate student employees. Handouts today include information on students as staff and nominating them for Student Employee of the Year. Graduate students are eligible for the award.

Questions:

- Is there talk of bi-monthly pay? The PAO/PAU employees will be moved to a bi-weekly pay period.
- Are the Bloomington faculty using the TIME system? Yes. They use the asynchronous TIME system. This will definitely be an adjustment for everyone using the system. Shouldn't all campuses use the same type of system? Poffenberger acknowledges this, but the decisions have been made by the campus administration.
- How often can supervisors make changes in the TIME system? Supervisors can make as many changes as needed.
- How is tardiness handled? Check with your supervisor or payroll person on how they will handle tardiness.
- What was the thinking of not just changing the PAO and PAUs to exempt? We had to do a study that was purely legislative that had to work on this.
- Stone recommended that our next agenda include more time on the agenda to address this concern. Poffenberger said Payroll is putting together a document that will address many of the concerns. She recommended having someone attend the meeting who is familiar with the TIME system who can better address the concerns.

Agenda Item VII: [Discussion Item] IUPUI Campus Sustainability Initiative

Rich Strong, Campus Sustainability Committee

Attachment: http://www.iupui.edu/~scouncil/meetings/documents/sustainability_309.pdf

Strong referred to the attachment and reported on the following:

- Sustainability has been a movement for about five to ten years. Many industries have embraced sustainability. The handout includes resources not fully discussed in the presentation.
- Fossil fuels will deplete some day and we need to prepare for this. Global warming will impact these resources.
- The Statement of Sustainability Principles are included with the handout and were approved by the Staff Council, Faculty Council, and campus administration. Thacker, Salazar, and Stone are involved with a few of the committees listed.
- Committees will meet regularly with co-chairs from the faculty and staff.
- The Greening IUPUI Grant application began in 2009 and will promote the Principles of Sustainability. The grant is for \$50K. Persons can apply for funds to make the principles a reality.
- The Bloomington Campus hired a sustainability director and we will use that resource to help further our goals.

Agenda Item VIII: [Discussion Item] Support of Fraternities and Sororities at IUPUI

Thomas Whitcher, Coordinator, Fraternity and Sorority Life

Attachment: http://www.iupui.edu/~scouncil/meetings/documents/fraternitiesorority_309.pdf

Whitcher referred to the attachment and reported on the following:

- Four chapters were chartered in 2008.
- This area is new to the campus and having a full-time coordinator is new as well.
- Wednesday, March 25 at 12:00pm in CE 307 is the Fraternity and Sorority Life affiliated Faculty and Staff Reception
- Thursday, April 16 at 12pm in Taylor Courtyard is the IUPUI National Pan-Hellenic Council Yard Show which is a stroll competition amongst some of the chapters in our community.

Agenda Item IX: Report of the First Vice President

Christine Padgett, First Vice President

Padgett reported on the following:

- The April 15 SC meeting will highlight the 30th Anniversary of the Staff Council. The Chancellor will attend and a program and reception will occur.
- The Safety Survey is being conducted by a group of students. Foreman is part of the student group and the survey results will be shared with the Staff Affairs Committee. The survey can be accessed through the SC Newsletter.
- The Legacy Project planting is this Saturday.
- A survey will be forthcoming regarding the review of Chancellor Bantz.
- Race for the Cure deadline is March 20.

Agenda Item X: Standing Ad Hoc Committee Reports

- Bylaws: No report.
- Communications: Senesac (Chair) reported that magnets and flyers have been prepared for new staff members that will go through New Staff Orientation. Padgett said a card is available on the handout table for persons to sign for former chair, Elizabeth Wager.
- Diversity: Curto (Chair) said to save the date for April 14, 2009 (UL 2115E, 11:15 a.m. – 1:45 p.m.) as a follow-up session moderated by Marilyn Kuhn regarding the Spring Staff Seminar. The follow-up session will be only for those who attend the seminar.
- Membership: Ray (Chair) reported that next week is Staff Council Awareness Week. Beginning Monday, Eckert will send an email to all representatives each day accomplishments of the Staff Council that needs to be forwarded to the constituents. A sign-up sheet is on the handout table for persons who can volunteer between 10-2 Monday through Thursday to highlight Staff Council. Kidwell asked that the signup sheet be emailed for those who need to look at the calendar. The Executive Committee has approved the units for the campus and representative election nominations will begin next week.
- Rewards and Recognition: Foreman (Chair) said the Bepko Staff Council Spirit Award nominations end on March 31. Nominations have been received and more are welcome. An application is available on the SC website.
- Special Events: Gibson (Chair) spoke about an ad that is on JagTV highlighting the Legacy Project spring planting. More volunteers are needed. A signup sheet is also available on the handout table. Anyone who registers today will receive a trowel or shovel. 270 pansies need to be planted as well as mulch spreaders. The rain date is March 28. 12 volunteers have signed up at this time and about 6 more are needed. This is the initial project and a website will be developed which will include pictures from this event. The spring blood drive is April 29. Please see the Newsletters for updated times and locations.

- Staff Affairs: Stone (Chair) reported that the Baker Group food service study has been distributed to the Staff Council. Quality and price are the main concern. Chartwells is listening and addressing our concerns. Crosswalk safety is still a concern although there has been positive changes made. The PAO/PAU timekeeping continues to be a concern and we need to work to clarify changes and hard feelings that have occurred as information is forthcoming. The safety survey is a thorough survey and the results will be very useful to the Staff Affairs Committee.

Agenda Item XI: Call for Additional Reports / SC Agenda Items from Standing or University Committees

- Komen Race for the Cure: Gibson reported for Rachel Sipes, chair for the Staff Council team. Registration is due this Friday. 35 staff members have registered for the team with \$916 funds of the \$1000 goal has been raised. We would like to have five more members to fill our team goal of 40.

Agenda Item XII: Report from IUPUI Faculty Council Liaison

Sarah Baker, IUPUI Executive Committee

Baker reported on the following:

- The IFC heard a Fall Break Proposal at the March 3 meeting. The proposal is moving forward for approval at the April meeting. If approved, the break would begin in 2010.
- Common Theme Committee has deemed *Deep Economy* as the common theme book for this next year. The book deals with sustainability.

Agenda Item XIII: Report from the Chancellor's Academic Liaison

Mary Fisher, Associate Vice Chancellor for Academic Affairs

Fisher reported on the following items:

- The campus has completed the Promotion and Tenure process. 118 faculty members went up for promotion and/or tenure this year.
- Two dean searches will be commencing for Engineering and Technology as well as Dentistry. There will be staff representatives on the committees and are expected to begin soon. Existing searches are nearing completions.
- http://www.iupui.edu/administration/acad_affairs/rise/ is the website for the RISE initiative.
- A team will be attending the American Association of Colleges and Universities this weekend to work on the student curriculum. This will tie to the I in RISE for the international piece.
- A staff member has been nominated for the Prestigious External Award Recognition. Because a staff member has been nominated, and is usually only done so for faculty, we need to figure out a way for more recognition. Would the staff be interested in changing the criteria for faculty and staff recognition of external awards or would they like to have their own? Herrell will talk with the Executive Committee about this.

Agenda Item XIV: Old Business

- Fine Arts and Crafts Fair: Padgett asked if the SC wanted to take on holding another Fine Arts and Crafts Fair and if there is anyone who would like to chair or co-chair the event. 21 members indicated they think the event should continue. No one volunteered to chair or co-chair the event.

Agenda Item XV: New Business

Kidwell spoke of the Impact IUPUI Campaign. The campus is generous of time and talent to volunteer events. She asked the staff to consider giving back to the IUPUI campus through the campus campaign.

For Approval: 4-15-09

The campus is less than 10% subsidized by the state and mostly subsidized by private dollars through scholarship or research. If you do not have a representation, Kidwell would be happy to meet with you.

McCool asked where the campus stands with short-term disability. Poffenberger said short-term disability is part of packages that will be sent out in the summer for implementation in the fall. Ray said there must be a 25% participation of the staff in order to make the option a reality.

Agenda XVI: Adjournment

First Vice President Padgett adjourned the meeting at 4:48 p.m.

Minutes prepared by Staff Council Coordinator, Karen Eckert
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