

# IUPUI Staff Council (SC)

## Minutes

September 17, 2008 ~ DS S116 ~ 3:00 – 5:00 p.m.

**Members and Guests Present:** Emily Anderson, Brenda Baker, Sarah Baker, April Bell, Teresa Bennett, Joann Bright, Jennifer Burba, Jan Canganelli, Susan Cauble, Kathy Champ, Chelsea Crider (for Nicholas Harris), Teresa Cuellar, Scott Cunningham, Melanie Curfman, Gary Curto, Tina Darling, Karen Dickey, Virginia Dowling, Jim Fiddler, Mary Fisher, Margo Foreman, Avis Frieson, Kristine Frost, Roxana Fuentes, Alicia Gahimer, Kimberley Gibson, Ali Godby-Schwab, James Graber, Angela Graves, Elizabeth Hatcher, Robin Hawkins, Sue Herrell, Angela Hill, Nikki Holdcroft, Jane Holder, April Hubbard, Danielle Hull, Brett Jackson, Leslie Kidwell, Pat Laskowski, Dee LePak, Emilie Leveque, Lodema Lines, Jamie Little, Nikki Mabry, Judith Mathews, Lana Matthews, Vickie Mattox, Chris Mauer (for Andrew Poland), Megan May, Kyle McCool, Teresa McCurry, Maggie McFarlin, Carol Meadows, Caroline Miller, Eduardo Nieto, Christine Padgett, Amy Pfaff, Abbey Pintar, Ellen Poffenberger, Dale Ray, Colleen Rusnak, Amy Sandlin, Jane Schoening, Meagan Senesac, Michelle Simmons, Monique Sims (for Melanie Hollcraft), Vicki Slunaker, Candice Smith, Lee Stone, Michelle Tansy, Mel Titus, Shari Upchurch, Elizabeth Wager, Shannon Wise, Aaron Woodsworth, Courtney Wooton, Emily Wren, Debbie Wyeth, and Cemal Yildiz

### **Agenda Item I: Call to Order**

IUPUI President Michelle Tansy called the meeting to order at 3:00 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. Following the adoption of the agenda, the order of business was changed slightly to allow for arrival of presenters.

### **Agenda Item III: [ACTION ITEM] Approval of the Minutes of the June 18, 2008, Meeting**

Hearing no objections, the minutes of the June 18, 2008, SC meeting stood as written and were entered into record. ([http://www.iupui.edu/~scouncil/documents/minutes/2007-2008/Minutes\\_SC\\_6-18-08.htm](http://www.iupui.edu/~scouncil/documents/minutes/2007-2008/Minutes_SC_6-18-08.htm))

### **Agenda Item IV: Report from Human Resources Administration (Ellen Poffenberger, Assistant Vice Chancellor for Human Resources)**

Poffenberger reported on the following items:

- September 23 is the Chancellor's Employee Recognition Ceremony (3:00 – 5:00 p.m.). She encouraged all staff to attend as it is a celebration of staff.
- October 31 is the Health Benefits Fair. There will be a blood drive sponsored by SC at this event. Over 700 staff members attended last year. The event is on staff time; you are not to take time off to attend.
- The Administrative Support Professional Series begins September 25. Ray spoke about his experience with the series.
- Tansy introduced the officers of Staff Council.

### **Agenda Item V: Report from the 40<sup>th</sup> Anniversary Committee for IUPUI (Teresa Bennett, Co-Chair of the Anniversary Committee)**

Handout: <http://www.iupui.edu/~scouncil/Docs/40th Ann.pdf>

Bennett reported the IUPUI campus was instituted in 1969. This coming year, the campus will be celebrating the 40<sup>th</sup> Anniversary. The campus will kick off the year-long events in January 2009. A committee is working on plans at this time. She highlighted the events listed on the handouts. The Committee is working on earmarking funds to help schools elevate their level of funding to find speakers to support the events they plan for their schools.

### **Agenda Item VI: Update from the Associate Vice Chancellor for Facilities (Emily Wren, Associate Vice Chancellor for Facilities / Chancellor's Academic Designee Alternate)**

Wren reported on the following items:

- Parking and Transportation: The campus is going through the master planning process which means we are planning the needs of the campus for the next decade. The planners are looking at transportation on campus including walking paths, bike paths, and the PeopleMover. The consultant for space is looking at square footage for building space. There is a consultant looking at mixed use facilities for buildings to share types of services – labs, classroom space, residential. A separate parking consultant is looking at the special needs of transportation and parking on the campus.

Considering the IUPUI employees, Clarion employees, and Wishard employees, there are many people all parking and arriving/leaving at the same time. Question was asked the relationship IUPUI has with the city of Indianapolis. Wren said the campus is in contact with the city and are discussing the possibility of making Michigan and New York Streets two-way streets. They conducted a study to see if persons who turn onto Michigan from West continue through the campus to cross the river. The study showed this was not the case; that most persons come to campus and park on campus. Question was asked about traffic flow around the Campus Center. Wren said the traffic around the Campus Center is more than was expected. They looked at several possibilities to control the flow – all of which are very expensive. They are looking at ways to open the parking lot to University Boulevard. Question was asked about the PeopleMover going to the airport, Lilly, and other locations. Wren said it was the original idea; however, there are no more funds that can be spent and she hasn't heard further talk since. Question was asked about the plans for the parking crunch. Wren said the master plan may show that there is a deficit, but at this time, she knows there are places to park – they just may not be close to where you work. If another parking structure is built, it will probably be visitor parking for patients for hospitals. There are many health facilities that need parking as well. Experts say that visitors and patients should park close to the building from where they are seeking medical attention. There is talk about being able to buy into certain lots so that you always know where you park. A comment was made about traffic at University and Barnhill. Everyday someone is about hit by a car as they walk about campus. Wren said the Police are concerned about that location, as well as others, and they are looking at ways to slow traffic down and regulate the lights better.

**Agenda Item VII: [Discussion Item] Update from University Human Resources (Dan Rives, Associate Vice President for University Human Resources)**

Rives believes there is good news on the horizon for short-term disability. One problem was overhead and he feels they may be able to overcome that. He reported on the Voluntary Benefits Program which includes homeowners/auto insurance, identity theft, mortgage, critical illness, long-term care, short-term disability, and vision. Short-term disability has provisions, but employees must exhaust IU benefits prior to becoming eligible for the short-term disability benefits. To sign up for any of the voluntary benefits, you will be able to go online to register for the benefits you wish to add and the cost will be deducted from your payroll. Benefits will be available to full- and part-time staff and some will be available for graduate assistants. In order for short-term disability to become a full reality, 25% of staff must enroll in that feature.

Rives also discussed the new health plan – IU HDHP PPO & Medical Savings Plan. This plan involves a medical plan with a tax-free savings account feature. Further restrictions are placed by the IRS for this plan. This plan will be included in the open-enrollment for 2009. More information will be available then. This plan also provides a health risk and biometric assessments and provides 24-hour nurse line for information/advice.

**Agenda Item VIII: Report from the First Vice President (Christine Padgett, First Vice President)**

Padgett reported on the following items:

- She thanked committee members for their work thus far and asked that members not currently signed up for a committee, to please do so.
- Flu shots are available to faculty, staff and students free of charge on October 16 and 17, from 8:00-4:00, in the Atrium of the Van Nuys Medical Science Building. Shots will also be available on October 10, at the University Library; October 31 at the Employee Health and Benefits Fair; and in Taylor Hall sometime in October.
- SC will have a booth at the Employee Health and Benefits fair on October 31, as well as sponsor a blood drive.
- The SC-sponsored Fine Arts and Crafts Fair will be held on November 22, from 10:00 a.m. – 4:00 p.m., in the Campus Center Multipurpose Room.
- Other campus events are Jerry and Jean Bepko Beautify IUPUI on September 19, and the United Way Day of Caring on September 26.

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

- Bylaws: Frieson (Chair) introduced the members present. New discussions will be presented to the Executive Committee before they are distributed to the entire SC.
- Communications: Wager (Chair) will be distributing information regarding the SC during the Employee Health and Benefits Fair. Magnets with the SC logo will also be distributed (if printed by that time). The SC website will be updated with new information and pictures from the Fair. She asked that any marketing ideas be sent her at [ewager@iupui.edu](mailto:ewager@iupui.edu).
- Diversity: Curto (Chair) said the first meeting is next week. The committee will be looking at the campus-wide

diversity report and presenting to the Executive Committee then to the full Council.

- Fine Arts and Crafts Fair: Simmons (Chair) said the fair will be held at the Campus Center on November 22 (10 a.m. – 4:00 p.m., Multipurpose Room). Campus Center staff are assisting with the layout of booths. Volunteers are needed for set-up the day of or before the fair. Contact Michelle Simmons ([asimmon@iupui.edu](mailto:asimmon@iupui.edu)) or Sue Herrell ([sherrell@iupui.edu](mailto:sherrell@iupui.edu)).
- Membership: Ray (Chair) has no report as this time. The committee is in need of membership so that there can be “members.” Contact Ray ([dalray@iupui.edu](mailto:dalray@iupui.edu)) if you would like to participate on this committee.
- Special Events: Ray (Chair) said the blood drive will be on October 31 in conjunction with the Employee Health and Benefits Fair (Campus Center). Three blood mobiles will be parked around campus: Taylor Hall, Campus Center, and downtown at the Safeco Building.
- Rewards and Recognition: Foreman (Chair) has nothing to report at this time as there are no rewards/scholarships open at this time.
- Staff Affairs: Stone (Chair) said the committee has not met yet, but a focus group met with Chartwells to voice staff concerns regarding Chartwells’ food service. They will meet again to see how service and quality will improve.
- Web Committee: No report.

**Agenda Item X: Report from the IUPUI Faculty Council Liaison (Sarah Baker, IUPUI Executive Committee)**

Baker is new to the Executive Committee. She briefly introduced herself and asked that concerns be shared for her take back to the Executive Committee.

**Agenda Item XI: Report from the Chancellor’s Academic Liaison (Mary Fisher, Associate Vice Chancellor for Academic Affairs)**

Fisher will communicate at each SC meeting of what is occurring with academic affairs. She reported on the following:

- RISE Initiative: RISE to the Challenge is an initiative to challenge students and schools to make sure there are plenty of academic opportunities for students. She will hold town hall meetings to discuss the plan further. All faculty, staff, and students are invited.
- Undergraduate Curriculum Advisory Committee: The purpose of the committee is to review courses and see if there are issues of overlap or conflict with other schools, to review majors, minors, and certificates.

**Agenda Item XII: Old Business**

No report.

**Agenda Item XIII: New Business**

- Tansy addressed the extra fees that staff pay when registered for a course. The topic is currently assigned to the Staff Affairs committee and is a priority.
- Frieson discussed a parking issue brought to her attention by email. Parking Services requires that you buy a “B” or better parking pass but does not guarantee that there are enough parking spaces designated as “B.”
- Tansy reported the Vice Chancellors have asked to organize a Panel of Vice Chancellors to address SC concerns. This will be organized by the SC Executive Committee and held at a meeting after the new year.

**Agenda XIV: Adjournment**

President Tansy adjourned the meeting at 4:50 p.m.

Minutes prepared by Staff Council Coordinator, Karen Eckert (with assistance from a SC Member)

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