

## **IUPUI Staff Council (SC) Minutes**

**November 16, 2011 ~ UL Lilly Auditorium ~ 2:00 – 4:00 p.m.**

**Members and Guests Present:** Melissa Ade, Kacy Allgood, Maryanne Alyea, Marjorie Aprile, Bobby Bell, Lee Bernard, Vickie Bills, Virginia Blevins, Vicki Bonds, Jeramy Bowers, Susan Bradley, Bwana Brooks, Denise Brown, Emily Burke, Nathan Byrer, Cathie Carrigan, Becky Cass, Timothy Centers, Elizabeth Chaisson, Kristy Chapman, George Davis (alt: Danielle Etter), Aron DiBacco, Monica Doyle, Joann Farris, Mary Fisher, Margo Foreman, Avis Frieson, Alicia Gahimer, LaTasha Gilson, Erin Glueckert, Jane Goergen, James Graber, Sarah Gries, Michelle Hacker, Margaret Hannah, Deanna Hart, Sharon Henson, Jana Hill, Edgar Holdaway, David Hosick, Talena Huntsman, Pamela King, Jim Klenner, Lyndi Kouns, Tho Le, Jane Luzar, Amy Maldi, Christophe Marchal, Cortnee Martin, Anthony Masseria, Catherine Matthews, Teresa McCurry, Helen McKuras, Kelly Miholic, Charlie Miller, Greg Mobley, Lindsey Mosier, Scott Orr, Angela Reese, Patricee Roulette Landis, Kathy Risacher, Colleen Rusnak, Meagan Senesac, Amanda Shumaker, Monique Sims, Diana Sims-Harris, Candice Smith, Heather Staggs, Maggie Stimming, Lee Stone, Bill Stuckey, Teresa Stukey (alt: Olisa Humes), Christina Terkhorn, Becky Thacker, Stormy Thrasher (alt: Karen Mitcham), Lindsay True, Sherrie Tucker, Lisa Tully, Vinny Vincent, Louise Watkins, Leslie Wilson, Terry Wilson, and Debbie Wyeth

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

IUPUI Staff Council President Elect Lee Stone called the meeting to order at 2:04 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 October 19, 2011, Meeting**

The minutes will be approved in December.

### **Agenda Item IV: 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:

- An e-mail went out this morning about parking lots being taken over for the Wishard project. Approximately 400 spaces will be captured west of the Union Building. On November 29, access to the Wishard garage will open for B and E parking. It will be a total permit garage. IUPUI will be able to use two levels. A shuttle will be available from the garage to other locations. The current Union parking lots won't close until a few weeks after access to the parking garage. The Wishard garage that is presently being used will become available to us in January 2014(ish). Elmwood will eventually be closed.
- The sports garage will still be finished by March. INDOT is building a connection between the road by NIFS to extend the street to Blackford and will be completed in April. The garage will have very few spaces and probably will not be available to students. It will probably be for staff, but the agreement has not been completed to know for sure.
- A new garage project request has been submitted. A site has not been selected, but it will be a spot outlined in the master plan.
- Super Bowl: We will be providing spaces to the Super Bowl, but it is hard to estimate how many spaces we can provide since campus will not be closed. We are encouraging people to work at varied times or off campus. The speaker last month indicated that they would not be using our spaces; however, that is not true. It hasn't been approved by the administration, but will be pitched to them if a plan is approved by the SB committee. A sporting event being held on the campus on Saturday will not be affected by the spaces sold to the SB.

- The center section of Ball Gardens closer to the Union Building is being designed and work is to be completed by spring. There is an endowment to take care of the garden in the future.
- Science/ET lab building is expected to be completed in January 2014. Bidding will go out soon. It will be located across the street from Herron on the grassy area where we have been parking cars in the fall semester.
- Michigan Street construction should be finished in spring 2012 including the landscaping.
- The Cultural Trail will be finished in the spring. It will be usable, but landscaping won't be done until spring. There are items located within the space to keep people from parking on it or driving in the wrong area.
- Herron will be building an addition to the building. A date was not given for the project.
- Indiana Avenue is being upgraded through a project called 16 Tech. Trees and art will be along the Avenue. Construction will stop a few days before Christmas and begin again in February. A bridge is being proposed for the area along Fall Creek, but that has not been approved at this time. The campus would like to master plan Indiana Avenue to create a parking area and to enhance lots already there.
- We are looking at Lockefield to see if we can improve the shuttle route. It is a complex problem in trying to keep the commitment of ten minute pickups.
- We are talking with the Office of Sustainability to find a low emission rideshare vehicle that could be checked out by schools/departments.

**Agenda Item V: Report from Human Resources Administration and Report on Nursing Mothers' Rooms**

Maggie Stimming, IUPUI Work/Life Balance

Stimming reported on the following:

- Open enrollment ends Friday. The Tobacco Free Affidavit is in the same area.
- The Staff Fulbright Awards: There will be a workshop on this award on December 2. The scholarships can be short-term by going to another country to learn or to bring someone from another country here to speak on something.
- Nursing Mothers' Rooms: Flyers were distributed. Please help get the word out about the locations available around campus. If someone needs to use one of the rooms, they will need to fill out a user agreement form which gives them access to a key or the key code. Visitors are able to use the rooms as well if we know well enough in advance. A workshop on breastfeeding will be on December 7, and is mentioned in the flyer. We need more nursing rooms. If your building would like to host a room, contact your building coordinator and let them know of a room available. The space does not have to be large, but it must have heating/cooling, electricity, and a chair. It cannot be near a toilet or other areas where germs are prevalent. Then let Stimming know about the space and she will look at the room to make sure it meets all regulations. She then goes to Surplus to find items that can be used to make the room comfortable and supply all items needed. If you have items personally that could be used in the room, let her know and she will stockpile them for a room that needs the item. You are responsible for locking the room. Cold storage is needed, but not a requirement. Refrigeration is not necessary to be provided. Senesac said the Campus Center would like to have a nursing room. They have identified a space and will be contacting Stimming when it is approved for use.

**Agenda Item VI: Report from the First Vice President**

Amanda Shumaker

Shumaker reported on the following:

- Comments are still coming in regarding the health care issue. You can submit comments to the Staff Council website under Contact Us.
- Question: Will there be more official minutes from the meeting with VP Theobald? Response was no. There is the audio available and is more official than written minutes.

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

- Bylaws: Shumaker read the report from Patti Holt: The Bylaws Committee continues to work on the re-wording and revisions to Article III, Section D, 2, Election Results, which involves the process to be used when a tie occurs during an election. Additionally, we are also beginning the revisions to Article VI, Meetings, Section A, Regularly Scheduled Meetings, as we have been encouraged to revise this article so that Staff Council will meet year-round. We hope to have these revisions available for the full Staff Council's review at the December meeting.
- Communications: No report.
- Diversity: No report.
- Faculty Relations: The committee met a few weeks ago. The committee is trying to force the discussion of the health care increase through the committee so they can work with the Faculty Council on it. They are working on a manual for the committee and a document on how we expect to be treated as staff members. They are working on a survey to be sent to faculty and staff about the relationship between the two about relationships and ways to improve it. The minutes will be posted to the Oncourse site.
- Fine Arts and Crafts Fair: McCurry reported the event was good and the committee will have a meeting next week to wrap up the budget. More will be reported at the next meeting.
- Membership: Gahimer reported the council office is getting many resignations from members who are not able to participate due to work related problems.
- Rewards and Recognition: No report.
- Special Events: Chapman said the blood drive was successful. She spoke about a care package drive for our troops to send after our December meeting. A list was provided of things that will be accepted. The packages will be put together at the meeting as a project for all of us. The meeting will include a reception prepared by the Executive Committee and the Special Events Committee. Members were encouraged to ask their constituents to know about the project and contribute if they wish. Donations for postage to send the packages are welcome. They are also working with other groups to piggyback off of shipments they are sending. The committee is also beginning to plan the retreat to be held tentatively on July 20.
- Staff Affairs: No report.

#### **Agenda Item VIII: Call for Additional Reports from Standing or University Committees**

- Campus Center Advisory Committee: Bell reported the theatre is supposed to open in February. The floors around the ballrooms are ready for resurfacing.
- Sustainability Committee has not met this year.
- Task Force on Health and Wellness: Reese said the committee is trying to get a health and wellness center with the students. They have had a speaker on the importance of a facility and how far we are behind in helping our students with rec sports. It was found we are woefully behind in having facilities and equipment compared to our peers. NIFS is too expensive for students as it is \$200 per semester with a \$75 initiation fee. Chancellor Bantz is on board with the need for a center and has approved a feasibility study. The center would be a comprehensive place for health and wellness as well with CAPS and the wellness facility that is currently in the Campus Center wanting to relocate there. In January, the Task Force will promote a petition that has been created by UITS. [www.petitions.iupui.edu/healthandwellness](http://www.petitions.iupui.edu/healthandwellness) is the location for the petition. Students can sign the petition. Only 350 signatures are on it right now and 5,000 are desired by April. They will open the petition to faculty and staff as well soon. A question was

asked if this would be mentioned in the reaccreditation program. Reese said she was not sure but would mention it.

**Agenda Item IX: [Information Item] Common Theme Update**

E. Jane Luzar, Co-Chair, Common Theme Committee

PowerPoint: [http://www.iupui.edu/~scouncil/documents/pps/luzar\\_11-16-11.pdf](http://www.iupui.edu/~scouncil/documents/pps/luzar_11-16-11.pdf)

Luzar presented the information in the PowerPoint and highlighted the following:

- The project is a campus-wide activity that promotes campus unity, conversation, and collaboration across all disciplines on timely issues that connect IUPUI to central Indiana and the world.
- This year's book is "How to Change the World: Social Entrepreneurs" by David Borenstein.
- The visit of the author was November 9. The students had a photo essay competition and there were standing room only meetings with faculty, staff, and students.
- Upcoming events include Weekend U in March 2012 in which persons can get CE credits. In April, the book will be on Indy Speaks, a television show late night in town.
- A book for 2012 will be selected soon. The topic will still be social entrepreneurship for another year.

**Agenda Item X: Old Business**

No business.

**Agenda Item XI: New Business**

- Health Care Update: Stone spoke about the letter sent from the Staff Council to all staff members on campus. It is necessary to begin planning for another change next year; we need to prepare for the increase in cost. Health care costs are skyrocketing as well as insurance premiums and we want to have a seat at the table in the discussion in the future. The EC would like to prepare a resolution to give to the Board of Trustees. A member mentioned that persons who have had to leave IUPUI for IU Health have said that those employees are only offered one plan, the high deductible plan, but they are not given the money up front and only given a portion in each biweekly paycheck. Stone said the council should be involved in the decision-making process next year. We would like to join with the Faculty Council on a resolution, but we will do it on our own if the IFC does not move forward with a resolution themselves. Mary Fisher said she spoke with Associate Vice President Dan Rives last week about the prescription provider. It is not correct on the website as it is the old provider and gives the wrong information. It was noted that there are many discrepancies on the website. For example, you cannot be 65 or over and be eligible for an HSA account. Medco.com\IU should have the current list of medications and the prices. In regard to the petition being circulated, the SC is not encouraging staff to not sign the petition, we are just asking them not to sign on behalf of the council or distribute it as being sanctioned by the council. Stone would like to ask the other campus's Staff Councils to see if they would like to be a part of a resolution.
- Announcement from IT: Beginning in January for the spring semester only, faculty and staff can attend training for free. It is a pilot program for the spring semester only and you can begin to register now. If your department needs training, they will do the training for a minimum of ten people for free. They are trying to figure out if people are not registering because of time or because of the fee. The announcement went out yesterday and UITs is trying to get the word out.

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

Sarah Baker

Baker was not able to attend at the last minute due to a student illness. She will report next month.

**Agenda Item XIII: Report from the Chancellor's Academic Liaison and from the 2012 Reaccreditation Committee**

Mary Fisher, Associate Vice Chancellor for Academic Affairs

Fisher reported on the following:

- A first draft of chapters of the self-study for reaccreditation has been written. Town Halls will be held in February and March about the report. Each chapter covers criteria for the reaccreditation site visit team. The entire report will be sent to North Central Association in May, so early feedback will be welcome. The chapters will be posted online soon. After submission in May, we will begin to get the word out to the campus and community that the site visit is coming and what needs to be done.
- In academic affairs related events, she mentioned that last summer students were encouraged to register for classes and 100 jobs were provided. A task force has begun working on the theme for this summer. Fisher likes the theme "jump ahead to graduation." Summer job opportunities will be available again. Deans have asked about having the jobs available all year long. Dean Sukhatme is trying to find a way to provide those jobs year-round.
- Soon, there will be an emergency fund for undergraduate students that Dean Sukhatme has made available that will allow students who have true emergencies to get an immediate grant that will allow them to stay in school. The fund will be managed by Becky Porter in the Registrar's Office. There are parameters in order to receive funds. For example, they need to be students in good standing with grades that will allow them to proceed with their degree if they receive funding. The funds will not be a loan. They will only be allowed to receive a grant once a year and only one grant from one place. No double-dipping from several schools. Students can be in-state, out-of-state, or international. They only need to be undergraduate students. There will be an evaluation process.

**Agenda Item XI: Adjournment**

The next meeting is December 14, 2011, 2:00 – 4:00 p.m., in the Campus Center, Room 405. With no further business appearing, President Elect Stone adjourned the meeting at 4:00 p.m.

Minutes prepared by Staff Council Coordinator, Karen Lee  
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