

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

### **Minutes**

**February 15, 2012 ~ Campus Center, Room 450C ~ 2:00 – 4:00 p.m.**

**Members and Guests Present:** Kacy Allgood, Marjorie Aprile, Trudy Banta, Troy Barnes, Bobby Bell, Vickie Bills, Andrew Blomeke, Vicki Bonds (alt: Janice Vinson), Benita Book, Jeremy Bowers, Susan Bradley, Chris Brown, Denise Brown, Regeania Brown, Martha Bulluck, Emily Burke, Cathie Carrigan, Timothy Centers, Elizabeth Chaisson, Kristy Chapman, Gary Curto, George Davis, Aron DiBacco, Monica Doyle, Pinkie Evans, Joann Farris, Margo Foreman, Avis Frieson, Roxana Fuentes, Alicia Gahimer, Latasha Gilson, Erin Glueckert, Jane Goergen, James Graber, Sarah Gries, Barbara Hanes, Scott Harman, Deanna Hart, Linda Henson, Sue Herrell, Jana Hill (alts: Maggie McGaughey), Patti Holt, Rochelle Hudson, Margaret Hughes, Rebecca Jacobs, Maureen Jayne, Pam King, Jim Klenner, Earl Knight, Lyndi Kouns, Tho Le, Barb Lerner, Amy Maldi (alt: Pamela Hacker), Christophe Marchal, Cortnee Martin, Anthony Masseria, Catherine Matthews, Teresa McCurry, Helen McKuras, Charlie Miller, Greg Mobley, Lindsey Mosier, Jennifer Paton, Angela Reese, Dawn Rhodes, Jennifer Risacher, Patriece Roulette Landis, Colleen Rusnak, Diana Sims-Harris, Candice Smith, Chris Stines, Lee Stone, Bill Stuckey, Teresa Stukey, April Taylor, Becky Thacker, Jordan Thompson, Stormy Thrasher (alt: Ying Ye), Sherrie Tucker, Sara Vitaniemi, Jack Waggoner, Melody Warman, Jennifer Weinmann, Leslie Wilson, Terry Wilson, and Michael Yates

**Members Absent or Excused:** Melissa Ade, Maryanne Alyea, Lee Bernard, Virginia Blevins, Nancy Brockman, Bwana Brooks, Nathan Byrer, Becky Cass, Shannon Cooper, Tiffany Fox, Cindy Gilbert, Margaret Hannah, Lisa Harris, Jessica Healey, Sharon Henson, Edgar Holdaway, David Hosick, Talena Huntsman, Sue Knight, Rebecca LaFlamme, Elleen Laughlin, Tammy Leone, Kelly Miholic, Kathy Nichols, Scott Orr, Darlene Pitman, Kibi Pryor, April Reed, Meagan Senesac, Amanda Shumaker, Monique Sims, Heather Staggs, Christina Terkhorn, Lindsay True, Lisa Tully, Vinny Vincent, Louise Watkins, and Debbie Wyeth

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

IUPUI Staff Council President Sue Herrell called the meeting to order at 2:03 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 January 18, 2012, Meeting**

Hearing no objections, the minutes of the January 18, 2012, SC meeting stood as written and was entered into the record.

[http://www.iupui.edu/~scouncil/documents/minutes/2011-2012/Minutes\\_SC\\_1-18-12.pdf](http://www.iupui.edu/~scouncil/documents/minutes/2011-2012/Minutes_SC_1-18-12.pdf)

#### **Agenda Item IV: Update from the Vice Chancellor for Finance and Administration**

Dawn Rhodes, Vice Chancellor for Finance and Administration / Chancellor's Administrative Designee

Rhodes reported on the following:

- The search for Assistant Vice Chancellor for Human Resources has been reopened. Juletta Toliver will chair the committee, and Amanda Shumaker serves on the committee representing Staff Council. It is hoped the position will be filled by May 30.
- IUPUI Safe Walk: IUPUI Police initiated a safety program where they will escort faculty, staff, and students from building to parking lots or vice versa. The hours are 6 p.m. to midnight Monday through Friday; police and security will respond on weekends if needed. 274-SAFE is the number to call.
- Food Service Survey: 1,800 persons responded to the survey. There are still areas that need to be tweaked and Auxiliary Services will be addressing them. Auxiliary Services will talk to the

council at the March 21 meeting about changes as well. One immediate change is that Papa Johns will be operating in the Campus Center after Spring Break to take the place of Flat Bread Pizza.

- Parking: Lot 1 will close on March 2 (Elmwood and 10<sup>th</sup>) for the Wishard land swap. This will affect three hundred seventy-one A and B spaces. To address the loss of space, the Eskenazi Garage is available with shuttle service to office buildings.
- Office of Sustainability: April is Earth Month. On April 4 and 10, the office will host speakers talking about different aspects of sustainability. The office is also forming different sustainability committees: Built Environment/Energy, Land/Air/Water, Waste Minimization, Public Health, Transportation, and Academic. If you are interested in serving on a committee, contact Colleen McCormick at [cjmccorm@iupui.edu](mailto:cjmccorm@iupui.edu). McCurry asked if there was a TIME system update coming? Rhodes said she will check on that and report back.

#### **Agenda Item V: [Information Item] Update on Reaccreditation 2012**

Trudy Banta, Senior Advisor to the Chancellor for Academic Planning and Evaluation

Handout: [http://www.iupui.edu/~scouncil/documents/handouts/accreditation\\_poster.pdf](http://www.iupui.edu/~scouncil/documents/handouts/accreditation_poster.pdf)

Handout: [http://www.iupui.edu/~scouncil/documents/handouts/accreditation\\_townhalls2012.pdf](http://www.iupui.edu/~scouncil/documents/handouts/accreditation_townhalls2012.pdf)

Website: [www.iupui.edu/2012](http://www.iupui.edu/2012)

Banta distributed a flyer regarding the town hall meetings. The first meeting is on February 21, at 3:30 p.m. in UL Lilly Auditorium. First two chapters will be discussed. The accreditation site visit is November 5-7.

#### **Agenda Item VI: [Information Item] A Conversation with Dean Uday Sukhatme**

Uday Sukhatme, Executive Vice Chancellor and Dean of the Faculties

Handout: [http://www.iupui.edu/~scouncil/documents/handouts/academic\\_plan\\_update\\_2012.pdf](http://www.iupui.edu/~scouncil/documents/handouts/academic_plan_update_2012.pdf)

Dean Sukhatme visits with schools and groups at least once a year. This is the final time he will be able to address the SC since his acceptance of a position of Executive Vice President at Pace University. He distributed a handout showing the IUPUI Academic Plan's Major Initiatives and Outcomes (2006-2011). He addressed the following questions:

- Trimester System: Purdue University is thinking of moving to a trimester system; will IU do that? Sukhatme said he is not sure that IU will move to the trimester system because our campus has a summer initiative to get students to register for classes and the trimester is essentially summer classes. Our summer session is divided into two six-week periods (Summer I and Summer II). If a course cannot be cut down to six weeks, the class can span the first and second summer sessions.
- Since coming to campus six years ago, is there something you think that will make a lasting impact on the campus going forward? Sukhatme said the items on the handout marked with two red asterisks are revenue-making programs. Those programs are the Signature Center initiative, Summer Success Academy, and the IUPUI IMPACT capital campaign. The campus has done very well with the budgets we have been given. What he likes best about this campus is the warm welcome everyone gave when he first arrived and the collegiality of everyone to work together to make new initiatives happen.
- How successful was the Summer Employment for Students program? Sukhatme said the program was to get students more engaged on campus and to study during the summer at IUPUI. Money was matched to fund one hundred positions with about sixty-five or seventy jobs filled. The summer supplement was extended for jobs now through the academic year due to its success. We have also used the funds for students who are working and want to come back as seniors to finish their degrees. Those persons were given a \$2,500 scholarship in order to come back. There are forty scholarships available, and there is a high demand to receive them. The more quickly our students graduate, the better our campus will be. An emergency fund has been established for

students needing one-time assistance that will help them stay in school instead of dropping out due to lack of assistance.

- What will the IUPUI IMPACT Campaign be used for? Sukhatme said the campaign's goal is \$1.25 billion and the campus is well on the way to reaching that goal. Many times the gifts are endowments that meet the needs of the campus. RISE scholarships have been endowed as well as some others. To date, fifteen endowed chairs have been put into place. Other gifts and grants have been given to the campus in targeted means (e.g., the Center on Philanthropy, etc.).
- Signature Centers: Sukhatme said the program has gone through four years of proposals with the fifth year just beginning. Ten potential signature centers are chosen each year that are viable to receive grants and federal funding to establish new initiatives. \$3 million is invested each year with research funding from \$260 to \$400 million received. To boost research, research infrastructure needs to be given to faculty in order to be successful.
- What will you be doing at Pace? Sukhatme will be the Executive Vice President of a university of 15,000 students without a medical campus. There are two campuses with one being very close to Ground Zero and the other is about twenty-five miles away in Westchester County.
- Share an example of some research completed through the TRIP program. Sukhatme said the TRIP program is a way to showcase the research of our faculty, but not all the research is medical. There is technology research such as Angel as well as programming for inmates about to be released from prison.
- Will there be any classroom space in the Wishard property exchange? Sukhatme said classroom space is tight and we are trying to use Fridays to free up some space on this campus. At this time there is no space earmarked for classrooms. Rhodes said some of the space may be repurposed for office space and other usage. She wants to start with classroom analysis data from each school. Once they know what kind of space is needed, a financial response will be given.
- When you leave for Pace, does the SRUF (Support for the Recruitment for Underfunded Faculty) program stop? Sukhatme explained the program which was to recruit twenty-five faculty at the start; however the need was so great; the campus went over budget in the second year. The program was suspended at the end of year three because more over budgeting. There was more demand for the program to return, and more funds were identified this year. "We are in a position and fortunate that things are going well at IUPUI."
- Are there any plans to have an interim for your position until a permanent replacement is found? The search has begun and ads have been placed. The pool should be narrowed down in March with campus interviews in April. If there is a candidate chosen by the end of the semester, he or she may wish to begin in September. That is only a few months to get through during the summer and the chancellor is hoping an interim is not needed.

#### **Agenda Item VII: [Information Item] Academic and Career Development**

Colleen Rusnak, Academic Advisor and Career Counselor

Jennifer Weinmann, Student Employment Consultant

PowerPoint: [http://www.iupui.edu/~scouncil/documents/pps/academic\\_career\\_2-15-12.pdf](http://www.iupui.edu/~scouncil/documents/pps/academic_career_2-15-12.pdf)

Weinmann and Rusnak presented the information in the PowerPoint.

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

Sue Herrell

Herrell reported on the following:

- Congratulations to Meagan Senesac on the birth of Thomas Edward Senesac. Congratulations also to Karen Lee on the birth of her first grandson, Dylan Robert Harter.

- Dean Sukhatme's farewell reception will be on Thursday, April 26, in University Place Hotel Ballroom, from 4 to 6 p.m. Remarks to begin at 5 p.m.
- Komen Race for the Cure – April 21, 2012: Patti Holt and Marilyn Baker have volunteered to co-captain the team.
- Thanked Lee Stone for giving the SC report at the January Faculty Council (IFC) meeting.
- Administrative Review for Dean Craig Brater (School of Medicine): A request from the review committee has been received to interview a few medical staff members that have involvement with Dean Brater. She thanked Chris Stines, Lindsay True, Sara Vitaniemi, Jim Graber, and Jeramy Bowers who volunteered.
- Basic conversational Spanish has been offered to faculty, staff, and students for free. The classes are on Thursday from 12-12:45, CA 205. They will last until May 10. An information flyer was distributed.
- Town Hall on possibility of Center on Philanthropy and the School of Public and Environmental Affairs merger will be on Thursday, February 16, at 9 a.m. in UL Lilly Auditorium.

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

Martha Bulluck, Interim Assistant Vice Chancellor for Human Resources

Bulluck reported on the following:

- Review of service positions and wage structure: HRA is looking at paying benefits that will attract the best candidates for positions. In 2007, professional positions were reviewed, and this year service maintenance positions will be reviewed with a target completion date of January 2013. Clerical support, technical support, and nurses will undergo review again in 2013 with a target completion date of 2014. To date, HRA has met with service/maintenance departments and managers. Information regarding the process has been given to the employees. The same will be done for the clericals, etc. Next step will be to have a committee of managers and professionals to make a uniform process for this campus. Positions will be evaluated based on jobs, market studies, and input from employees to their managers to complete the project.
- Proposal to change the date for the Employee Recognition Ceremony: A proposal has been made to change the date for the Employee Recognition Ceremony from September to March and is being reviewed. Under the proposal, staff who complete their service milestones in 2012 would be celebrated in March 2013. No one will be missed. It is hoped that it will build more encouragement for employers to recognize their employees during their service month. HRA is working with the SC Rewards and Recognition Committee to work on ways to improve the program because some departments do not recognize their employees as well as others. Some departments do not give milestone year pins. Nationally, employee recognition is done in March and this would move this campus in the same direction.
- High Deductible Insurance Plan: Six information sessions were scheduled for February, but they are at full capacity. Additional sessions will be held on the first Tuesday of each month, beginning March 1, from 12:30 to 2 p.m. in various locations until the demand for a session has died down. Special sessions are also being given for schools who request it.

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

- Bylaws: Holt said the committee is working with the membership committee on how to handle the election process in the event of a tie. The second article under discussion is how the SC can meet all year. There is nothing more to report at this time.
- Communications: No report.
- Diversity: Barnes said the committee has met and the diversity calendar is available in the campus events calendar. There are some items connected to the affinity groups. The committee is

preparing for the next cycle of the Multicultural Award. The campus diversity report was on the handout table for those who wanted a copy.

- Faculty Relations: Stone said the committee will meet with the Staff Relations Committee on the coming Friday. Lee will put in Oncourse the SSI Report and the response developed and sent to Jack Windsor, president of the Faculty Council, and Sue Herrell. Discussions will continue.
- Fine Arts and Crafts Fair: Emily Burke, new chair, said the committee has met. Monica Doyle has agreed to co-chair. The fair may be an outdoor event this year, hopefully the Taylor Hall courtyard. The date may be in the first few weeks of class to incorporate more participation by the campus community. They may do it as a First Friday-type event as the arts galleries do and may try to draw in events for kids and use under-represented arts-type items. More committee participants are welcome.
- Membership: Gahimer said March is SC Awareness Month. In the past, information tables have been placed around the campus. This year, the committee wants to do something different to get maximum foot traffic. They are thinking of doing a one table event in the Campus Center on one day from noon to 4 p.m. Other ideas are to encourage the representatives to do their own awareness event in the schools. Examples are to talk during a school staff meeting, introduce yourself individually to your constituents, sponsor a speaker, etc. Other ideas are accepted. Thacker suggested having giveaways that are sustainable. Martin suggested seed vials. The booth at the Campus Center will be after Spring Break. Let Gahimer know what you are doing within your school.
- Rewards and Recognition: Klenner said there are many awards to be given out this summer. However, if the award recognition ceremony is held until March 2013, the deadline dates may be adjusted accordingly. More focus and advertisement will be given to the awards so that faculty are aware that they can nominate staff members as well. The committee has all of the Quarter Century plaques formerly housed in the Union Building and is taking ideas of where to place them for wider display. Martin suggested the wall in the Campus Center where the history of IUPUI is displayed. Super Staff Awards are going to be initiated in honor of the Super Bowl. Herrell spoke of the Women's Leadership Award and nominations are being accepted.
- Special Events: Chapman read a letter from the soldiers thanking the council for their service project in December. The spring blood drive is on April 28. The Legacy planting will be sometime in March, weather permitting.
- Staff Affairs: Minutes of the first meeting are posted in Oncourse. Jack Waggoner has been appointed to the Parking Advisory Committee. Roxana Fuentes volunteered to serve on the Parking Services Appeals Committee. The Staff Affairs Committee is reviewing the SSI report response as well.

#### **Agenda Item XI: Old Business**

No Old Business.

#### **Agenda Item XII: New Business**

- A question was raised regarding the current Wishard Parking Garage, and if the spaces will go to the IUPUI inventory. Can you reserve spots? Rhodes said the garage will come to the campus, but it is not known yet about reserving spots. She will find out if there is movement on the discussions.
- Martin encouraged everyone to attend the SPEA/Philanthropy merger meeting mentioned earlier.
- McCurry said the University Library has a green team if council members would like to participate. Native plants will be planted on the north and east sides of the library. A grant was submitted and received to help with the project.
- McGaughey said the Super Bowl campus committee is still collecting stories from volunteers if they want to share them. Klenner said that the national NFL personnel are pleased with the work

the city did on the Super Bowl and feels it should be on the regular rotation of cities. Rhodes said she is waiting on a final report showing what the proceeds were for the campus with the parking spots available for sale. Parking spots were never full at 100 percent, but the campus did their part being a corporate citizen.

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

Sarah Baker, IUPUI Faculty Council Executive Committee

No report.

**Agenda Item XIV: Adjournment**

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

Minutes prepared by Staff Council Coordinator, Karen Lee  
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