

IUPUI Staff Council (SC) Minutes

September 21, 2011 ~ University Library Lilly Auditorium ~ 2:00 – 4:00 p.m.

Members and Guests Present: Melissa Ade, Kacy Allgood, Maryanne Alyea, Marjorie Aprile, Pamela Baker, Troy Barnes, Bobby Bell, Nikki Benbow, Lee Bernard, Vickie Bills, Virginia Blevins, Vicki Bonds, Jeramy Bowers, Susan Bradley, Chris Brown, Denise Brown, Emily Burke, Nathan Byrer, Cathie Carrigan, Becky Cass, Elizabeth Chaisson, Kristy Chapman, Shannon Cooper, George Davis, Aron DiBacco, Monica Doyle, Pinkie Evans, Joann Farris, Mary Fisher, Margo Foreman, Avis Frieson, Roxana Fuentes, Alicia Gahimer, Cindy Gilbert, LaTasha Gilson, James Graber, Michelle Hacker, Barb Hanes, Peggy Hannah, Deanna Hart, Sue Herrell, Patti Holt, David Hosick, Talena Huntsman, Rebecca Jacobs, Maureen Jayne, Pamela King, Andy Klein, James Klenner, Lyndi Kouns, Tho Le, Karen Lee, Tammy Leone, Lindsay Macy, Amy Maldi, Anthony Masseria, Teresa McCurry, Kelly Miholic, Charlie Miller, Greg Mobley, Josh Morrison, Lindsey Mosier, Tony Nastase, Darlene Pitman, Kibi Pryor, Angela Reese, Patriece Roulette Landis, Kathy Risacher, Colleen Rusnak, Meagan Senesac, Amanda Shumaker, Monique Sims, Diana Sims-Harris, Candice Smith, Lee Stone, Bill Stuckey, April Taylor, Christina Terkhorn, Becky Thacker, Sherrie Tucker, Vinny Vincent, Sara Vitaniemi, Jack Waggoner, Melody Warman, Emily Wren, 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 for the Business of the Day.

Agenda Item III: [Action Item] Approval of the Minutes of the June 15, 2011, Meeting

Hearing no objections, the minutes of the June 15, 2011, SC meeting stood as written and were entered into record. (http://www.iupui.edu/~scouncil/documents/minutes/2010-2011/Minutes_SC_6-15-11.pdf)

Agenda Item IV: [Information Item] A Conversation with Dr. Zebulun Davenport

Zebulun Davenport, Vice Chancellor for Student Life

Davenport gave the following report:

- Working on comprehensive strategic plan and vision:
 - Will get information out to the divisions.
 - Ask faculty, staff, and students to respond to the initiatives.
 - Focus on student success that affects retention and graduation rates.
- His vision is to do all that is possible for students to matriculate on time and be engaged.

Questions:

- Where are we with student services and CAPS? Davenport responded that we are adding to the staff of CAPS to allow for more students. Our goal is to serve students as quickly as possible.
- King congratulated Davenport and his staff on doing a great job in such a short time.
- What are we doing regarding student housing? Davenport said that “as the tide rises, all boats will rise. Our students will be successful when they have a place, and we hope they are able to find a place here. We know that housing is at the top of the chancellor’s list as well as Dean Sukhatme’s.” The new facility (1201) that can house students is causing the campus problems. There needs to be more supervision of students who live in that housing structure. He is developing a committee that will be composed of persons from this campus and the campus’s students that live there along with IPD and the building owners to help with the situation.

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

Emily Wren, Associate Vice Chancellor for Facilities

Wren reported on the following:

- **Parking:**
 - At this time there are no plans to change any lots from A to B or B to A, but changes can occur when needed.
 - The biggest change coming is that the Union Building lot will be given to Wishard to begin demolition of that building. Wishard will give some space on November 25 to IUPUI for parking to take place of the Union lot. We are thinking of changing shuttle routes to accommodate for this as well as create some pedestrian routes.
 - September 1, Busch Stadium began parking enforcement. You can no longer park there if you do not have a parking tag.
 - Blackford Street will be widened and blacktopped (by the City of Indianapolis) in October. There is no maintenance of traffic plan yet; however, the city is required to do that before the project begins. A question was asked about changing street directions back to two-way around Herron because the school is land-locked. Wren said the police has said no because if they do that, the other end of the street becomes land-locked as well. Bob True said he is working with the city to help the traffic problem in the evening around that garage and on New York Street. The city may agree to adjust the traffic light. Their goal is to keep New York Street moving, and not worry about West Street. Maidi said part of the problem is that busses are parked in front of the JW Marriott which also slows traffic. Wren suggested that this has been communicated to Bob True.
 - University Boulevard will be extended all the way to Blackford Street at some point. It was already supposed to be occurring, but it has not happened yet.
 - With all the construction on Blackford Street with Cultural Trail, the Science building is vibrating and experiments cannot be done until it is finished. Wren asked that this information be reported to her office.
 - Indiana Avenue Project: The project (street construction) began on Monday and will go to the end of December and then will move to the other side of the street. Final construction will be complete in June.
- **Cultural Trail:** The new conclusion date is the mid June 2012. They have found problems along the way with high voltage wires and other discoveries. Bob True and Phil Nickles are working on them. There have been problems with the area on Vermont Street where drivers cannot tell where the road is and where the curbing is. Parkers have been found on the curbing. Wren said that the city will fix this by putting recycling barrels in the area and other things to make it well known that the area is a trail and not a street or curb.
- **The Sports Garage** will be finished in March or April. Indiana Avenue will begin being mapped to find out where parking should be, but at this time, there are no garages planned. The challenge is to decide what to fix and what to not fix if the area is to become a garage area.
- **The Union Building** will be vacated by the end of the month. Purchasing is the last department to move out.
- It was noted that the construction website is out of date. There is nothing on the page where you can go to find out information. Wren agreed that it needs to be updated.

Questions:

- How can staff at Lockefield Village get to HITS on the shuttles? Wren said that staff would need to take one or two different routes to do that. However, the PeopleMover runs directly to the HITS building.

Agenda Item VI: Report from Human Resources Administration

Martha Bulluck, Interim Assistant Vice Chancellor for Human Resources

Bulluck was unable to attend. Herrell reported that she attended the Employee Recognition Ceremony in September. She was inspired by listening to the bios read for each person. In addition, the following staff was given Staff Council Awards:

- Nan Bohan: Shari Upchurch (School of Medicine)
- Bepko Spirit: Mary Deer (School of Law), James Klenner (Environmental Health and Safety), Marilee Taylor (Office of Student Financial Aid Services), and Thomas Whitcher (Office of Student Involvement)
- Carol Nathan: Jolene Kernick (Department of Communications and Marketing) and Shannon McCullough (University College)
- Multicultural Staff Impact Award: Josh Manlove

She thanked Sheila Walters, Courtney Wooton, Troy Brown, and the members of the Rewards and Recognition Committee on their work on these awards.

Agenda Item VII: Report from the First Vice President

Amanda Shumaker, First Vice President

Shumaker reported on the following:

- Welcomed the new members.
- The SC will be using Oncourse to get information out to the representatives.
- Committees have been appointed and can be found on Oncourse under Resources.

Agenda Item VIII: [Information Item] Staff Council Oncourse

Alicia Gahimer, Second Vice President

Gahimer gave a demonstration on the use of Oncourse so that members would be able to navigate the site to find information described earlier by Shumaker.

Agenda Item IX: Standing and Ad Hoc Committee Reports

- Bylaws: Holt said the committee has met for the first time. The committee was working on what to do in the event of a tie in determining a unit representative. McCurry said if there is a tie, a candidate must continue to be voted upon until the tie is satisfied. That will be the focus on the next bylaw revision.
- Communications: Senesac said they are working on an ad for the Arts and Crafts Fair.
- Diversity: No report.
- Faculty Relations: Stone said the committee has been established and will meet the first Friday of October.
- Membership: Gahimer said the membership is not complete and she and Lee are working to complete it.
- Rewards and Recognition: Klenner has been appointed chair recently. He will be setting up a meeting soon.
- Special Events: Chapman reported that the retreat went well. They are working with Human Resources to hold the fall blood drive on the same day as the Health and Benefits Fair. Flu shots are being given all around campus.
- Staff Affairs: Smith said the committee has not met yet, but they are looking at a draft for a possible health engagement program. Staff Affairs will be invited to a meeting with Geary Robinson regarding his New Leadership Transition training. A member asked the committee to

consider asking Parking Services to activate a one-time usage on our parking tags for free parking if we are forced to park in a garage due to arriving late on campus after a personal appointment. The students are given so many free printings; why not get something similar for the staff with parking? Herrell said Geary Robinson is very interested in hearing parking issues from staff to see if he can make any suggested changes.

- Fine Arts and Crafts Fair: Hart said the fair is the last Saturday in October. The committee will begin meeting weekly next week.
- Web: No report.

Agenda Item X: Call for Additional Reports from Standing or University Committees

No reports.

Agenda Item XI: Old Business

No reports.

Agenda Item XII: New Business

- IUPUI Regatta: Nastase reported on the Regatta which is held this weekend. There are 112 teams this year; there were 96 last year. There will be food vendors as well as a pancake breakfast. The opening ceremony is at 10:30 with the first heat at 11:00 a.m. Herrell reported that Staff Council will have one canoe this year.
- IUPUI Food Service: Chris Yeadon reported on IUPUI Food Services (food.iupui.edu). Kellie Schneider is the event manager and your catering needs can be done via CaterTrax. The website has recently been revised for easy usage. He introduced “Lunch for Less” which is a group of different meal options that can be purchased as a “bundle.” The price ranges from \$5-8 per person. You can also now create your own buffet. The price is \$17/person. For registered student organizations, they have a special tab on the website for their choices. All choices are under \$8. If you should ever receive bad customer service, Yeadon wants to know about it. Food Services is under the Service with Distinction program and they want to have excellent service for all. Schneider will do her best to work within your budget for any event. He encourages you to check prices with an outside catering organization and if IUPUI Food Service can meet or beat the cost, they will try to do so.
 - Would it be possible to put nutritional information on the site so that persons with special diets can see what they are selecting or what can be selected? Yeadon said they are working on this, but until it is available, you can contact his office or through the website.
- United Way: Andy Klein is the chair of the United Way Campaign this year. United Way has been a part of the community for many years. It began more than ninety years ago and supports many organizations that are supported by the UW. IUPUI’s connection is special. The campus demonstrates our commitment to civic engagement through the UW and is usually within the top twenty contributors in the city. 90% of every dollar goes to the UW. The campaign was kicked off last Friday and \$390,000 is the goal. You will receive an e-mail with a link that explains how to give to the campaign.

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 that committees for each of the five criterion issued by the accreditation committee have been meeting and the writing committee is beginning its work. A first draft will be ready to go back to the five committees soon. Town Hall meetings will begin in January to let everyone know what is in the self-study and get feedback. The actual site visit will occur in November 2012.

Maidi asked about the New Academic Directions Report as well as shared services. Fisher said the NAD Report was issued and subcommittees have been constructed to begin looking at each of the recommendations listed in the report. Public forums will be held to discuss the report and offer suggestions. Subcommittees that are working on small schools and possible reorganization have been asked to slow their work at IUPUI until the core schools (housed at IUB) have a chance to think about the schools' missions and work first. Benchmarking is something that IUPUI does not control, but is controlled by the president and the Board of Trustees. If you are not receiving the kind of the services by the departments that have been outsourced under benchmarking, we should be complaining and demanding better customer service. We would not be helping the university improve if we did not do that. Document instances to help with reporting. What is the next round of benchmarking? The registrar and other services are being looked at but no decisions have been made. Marketing has been decentralized and is managed out of Bloomington. What is the domain of the benchmarking? Groups such as enrollment services and registrar are the ones being looked at this time, but she knows of no other group at this time.

Agenda Item XIV: Adjournment

The next meeting is October 19, 2011, 2:00 – 4:00 p.m., in CE 405. With no further business appearing, President Herrell adjourned the meeting at 4:00 p.m. Members enjoyed refreshments provided by IUPUI Food Service.

Minutes prepared by Staff Council Coordinator, Karen Lee
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