

IUPUI Staff Council (SC) Minutes

October 21, 2009 ~ Ruth Lilly Learning Center Auditorium ~ 3:00 – 5:00 p.m.

Members and Guests Present: Teresa Abney, Amber Allen, Nathaniel Allen, Meghann Arnold, Brenda Baker, Yvonne Baynham, April Bell, Linda Bethuram, Russell Black, Joann Bright, Jennifer Burba, Jan Canganelli, Becky Cass, Elizabeth Chaisson, Kristy Chapman, Trisha Clark, Jamie Clougher, Nancy Crouse, Gary Curto, Karen Dickey, Ken Durgans, Francine Epperson, Margo Foreman, Roxana Fuentes, Alicia Gahimer, Nancy Gibson, James Graber, Barb Hanes, Crystal Haney, Amy Harrity, Deanna Hart, Shane Hatchett, Natalie Harvey, Linda Henson, Sue Herrell, Annette Hill, Jana Hill, Melanie Hollcraft, Patti Holt, Kim Lewis, Jamie Little, Janae Marking, Theresa Martin, Megan May, Teresa McCurry, Marietta Moore, Lyndsi Moser, Scott Orr, Levi Osborn, Amy Pfaff, Andrew Poland, Marsha Quarles, Gloria Quiroz, John Rasmussen, David Reed, Dawn Rhodes, Andrea Rostanzo, Colleen Rusnak, Tonya Shelton, Amanda Shumaker, Vicki Slunaker, Candice Smith, Douglas Smith, Holli Smith, Lee Stone, Shelley Tyler, Martin Wagner, Robin Waldron, Dolly Warner, Sheila Walter, Louise Watkins, Elizabeth Way, Carlene Webb-Burton, Sue Wheeler, Terry Wilson, Cheryl Wisdom, Mary Wolting, Courtney Wooton, and Debbie Wyeth

Agenda Item I: Welcome and Call to Order

IUPUI President Sue Herrell called the meeting to order at 3:03 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 September 16, 2009, Meeting

Hearing no objections, the minutes of the September 16, 2009, SC meeting stood as written and were entered into record. (http://www.iupui.edu/~scouncil/documents/minutes/2008-2009/Minutes_SC_9-16-09.pdf)

Agenda Item IV: Report from the First Vice President

Sue Herrell reported for Christine Padgett, First Vice President

Herrell reported on the following:

- Thanked everyone who helped on Saturday, October 17, 2009, for the IUPUI Staff Council Legacy Project. SC members planted fall flowers at two of the campuses' portals.
- Diane Mack, Director of Emergency Preparedness, has been invited to our November meeting to discuss emergency preparedness and H1N1. Dr. Steve Wintermeyer has also been invited.
- A chair is needed for the SC Bylaws Committee.
- Those with October birthdays were celebrated.
- Herrell recognized staff members who celebrated an IUPUI milestone in October.

Agenda Item V: Updates from the Vice Chancellor for Finance and Administration

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

Rhodes reported on the following:

- Budget: \$2.5M is the state appropriation. As the state reduced appropriations, our campus received a base reduction of approximately \$10M. They provided the campus with \$2M with incentives designed to have students graduate earlier. We are to receive \$8.6 in stabilization

funds. In 2012, the stabilization funds will be cash, not base. The university needs to make reductions over the next two years for when the stabilization funds go away. Each dean has received a memorandum with a target reduction amount of which they need to meet by the end of November. The reduction in travel will stay; however, the reduction in hiring will cease at the end of November. The support units were given 3.2% of their allocation budgets and schools were given 4.2%. VP Theobald's memorandum about reductions should not be taken as a measure to be followed across campus. It was written in response to a dean who was looking for ways to reduce his budget. The President would like us to avoid Reduction in Force (RIF) for staff. Rhodes closed by thanking the staff for their hard work stating we are lucky we all have jobs as many states around us are laying off staff in this economy. She thanked the staff for everything they do everyday.

Questions:

- How can we afford to advertise on television when staff were not given increases this year? Rhodes said that the advertising campaign was planned for many years and cash was used, not a base budget. In these times, if we can attract more students to campus, it will feed our future to increase the base of the campus.
- In tough times, would it behoove the university to allow staff to retire early, but still receive benefits? Rhodes said that Dan Rives is looking at options. There has been some benchmarking at other institutions so there is information for us to use to make these decisions. The more people who ask to do this, the more it could be available.
- Can the university provide employees who can retire with full benefits some incentives to retire early and encourage them to go ahead and retire? Rhodes said that we may not be to the point that we can offer retiree benefits. Right now it is not on the table.
- You mentioned there will be no RIFs. A staff member has been RIFed that the Council member knows of. Why? Rhodes said that although the President does not want to RIF staff, some units have no choice. The goal is to avoid them, but it could happen depending on the budget of a department or school that is not avoidable.
- Some part-time staff accrue PERF. Has anyone looked into staff that do accrue PERF and perhaps part-time staff could be let go first? Rhodes said she isn't sure about this, but Theresa Martin said this is part of the RIF policy that part-time staff goes first.
- If we have a record enrollment, where did the money go? Rhodes said we had increases in healthcare cost, utilities cost, some benefits for employees, taxes, state budget reductions. What went down was greater than the money that came in. Expenses and revenue will continue to increase. Cost avoidance this year was no salary increase. If we have salary increases next year, the increase in expenses will be greater. If we had more money coming in from the state, we wouldn't be in such bad state.
- PAO decrease in time: Martin said the decrease in time at the end of the year was part of the process of moving from monthly to biweekly. An email was sent to all affected employees.
- In the trade off for staff morale, why not give a salary increase? Rhodes said the reason not to give salary increases this year was that it would have put \$7M more in the money they would have to find. Some faculty members received an increase this year. The reason was that the increases were promised or through a grant before the decision was made. The only way the increase was given is if a proposal was sent to VP Theobald with documentation on why it was to be given, and had to be improved.

Agenda Item VI: [Discussion Item] United Way and the IUPUI Campus

Ken Durgans, Assistant Chancellor for Diversity, Equity, and Inclusion

Durgans discussed the following:

- There is an ongoing controversy with the Boy Scouts of America (BSA) and their exclusion of homosexuals in the organization. Every community is asked to address the issue about whether funds should be given to the organization or the United Way (UW) due to the exclusion.
- The initiative was taken by the UW committee here to work with the Gay, Lesbian, Bisexual, and Transgendered (GLBT) affinity group. It has been possible to work out solutions to the controversy and how IUPUI would deal with the exclusion. From the meetings, they have been progressive. The Chancellor is aware of the issue and is supporting the meetings taken place. A meeting was held last week with the GLBT affinity group and Roger Schmenner, Marla Zimmerman, and Jana Hill. Sylvia Payne is in charge of the discussions. The meeting looked at the key issue revolving around the BSA. Two actions are (1) internally the UW has applied its benefits to same sex couples, and (2) at the end of the year, there is a bonus plan to advance diversity (they give additional funds to groups that do more with diversity). The BSA is not eligible for these funds. The GLBT believes the university should stand up for no discrimination.
- The complexity of who the UW gives to is real. There are diverse organizations in the community that do get funded.
- Options are (1) no campus campaign, (2) to have a campus campaign but no money going to the BSA, (3) leave the campus campaign as is but have better communication but earmark funds to UW organizations that do benefit GLBT groups.
- The next meeting of the GLBT is November 3 and will discuss talking points. They would like the Chancellor to use the talking points when discussing the UW.

Questions:

- Is this issue with the UW in other cities? Durgans said that every school has a UW campaign and it has been an issue with each. He is not aware of any who have pulled out from a campaign. Some designate their funds.
- What has the campus decided to do? Durgans said the campus will have a relationship with the UW and communication with the UW is that general funds would not go to the BSA. Little said that IUPUI has made an intentional effort to make the GLBT a part of the campus initiative. Not giving money to organizations that do discriminate needs to be considered by the campus. The Chancellor needs to come up with a statement that supports the GLBT population if the campus moves forward with the UW.
- It was stated that we shouldn't discriminate the BSA totally. Durgans said that if a person wants to designate funds to the BSA, they are welcome to do that.
- Wouldn't it be more effective for the employees to select various charities around Indiana and not have the UW taking a percentage off the top before giving money to the charities afterward? Why not just give the charity the entire funds? Jana Hill said the UW does more than just give money to charities. There is additional benefit to the organizations to take part in the United Way because they are eligible to apply for grant funds. It was stated that the campus can't decide who we will give funds to because not everyone will want to give to those funds. Having a variety to choose from provides employees wider berth.
- Has there been a decrease in funds contributed during this past campaign? Hill said we are ahead of last year's giving, but this year's goal has not yet been met. Employees can continue to give until the end of the year.
- Little said there is a way to tell the UW not to give funds to certain organizations while you want them to distribute the funds to those organizations needing it the most.

- Little suggested that the affinity councils meet with the IUPUI Faculty Council and SC on collaboration.

Agenda Item VII: [Discussion Item] Open Enrollment

Theresa Martin, Manager of Benefits and Employee Relations

Martin discussed the following:

- Open Enrollment packets should go in the mail this week to your campus address.
- Emphasis is on on-line enrollment. 65% used it last year. Advantages are that you get immediate confirmation via email of your elections and if you enroll in something and then change your mind, you are able to go back in and change that election many times until the end of the enrollment period – November 13.
- November 2 – November 13 is the online enrollment period.
- The forms are available on the website if you would prefer to do it that way.
- Coverage changes are:
 - \$900 deductible plan – mental health – IUPM will no longer be the provider; prescription drug co-pays will be similar to the Blue Preferred Plan depending on the drug name and if they are generic.
 - For the HDHP, the deductible will go up as well as the university's contribution and the medical savings plan. One change will be that prescription medications will not be part of the deductible.
 - Blue Preferred Plan: This plan is being restructured and has a different provider network than the \$900 deductible plan. The providers are not joining the network in outlying areas, so Anthem is not supporting this plan any longer. The plan will now be a Blue Access Plan with no deductible, but a percentage plan, on some diagnostic procedures. For those currently in this plan, if you do not make a choice to move to another plan, you will be defaulted into the Blue Access Plan. If you do nothing, you will not be able to make an election to the Tax Saver Benefit plans, smoking plan, etc.
- Healthcare is a personal choice and she encouraged employees to look at each plan carefully.
- Information sessions will take place the first two weeks of November. There will be a session at the October 30 Health and Benefits Fair. There will also be a plan regarding the HDHP.

Questions:

- Will the prescriptions online tell us how much we will have to pay? Martin said the drugs will be listed in tiers and the co-pay will be dependent on the tier.
- Will there be a list of procedures with costs, so that employees can decide how to do their TSB? Martin did not think so. She explained the TSB.
- Online enrollment is not available until November 2. It will be available on the HRA website. There is a link with Open Enrollment information.
<http://www.hra.iupui.edu/hra/09openenroll.asp>
- Everyone will receive new insurance cards as usual. There will not be a card for each family member; you will need to request the cards. The cards are available through Anthem.
- A staff member mentioned that the Anthem site is not good and doctors are still suppressed from listing their names.
- Regarding the new plans, there is a large deductible for colonoscopies and mammograms. Why would the university choose plans that discourage having these procedures when there is a medical need to have them? The coverage has been lowered, although the premiums have not changed. Why? Martin said it is not possible to have no co-pay without a higher deductible. The campus has always had a plan that had no deductible. The staff member is against deductibles for

prevention services. Some people will not have these procedures if they cannot afford the deductible.

- Employees do not have to be enrolled in healthcare to take part in the TSB or the health reimbursement account (AKA non-smoking reimbursement account).
- The medical savings plan is part of the HDHP and you cannot take part in the TSB.
- Curto encouraged the representatives to contact their constituents that enrollment is about to begin and let them know of the plan changes.
- Are PAO eligible for Sunday premium pay? Martin responded no.

Agenda Item VIII: Standing and Ad Hoc Committee Reports

- Bylaws: No report.
- Communications: Poland, co-chair, said the committee is considering a project to set up a check list for communications, media contacts, communications to new staff members, online distribution of the Newsletter, and online space for announcements and documentations. If there are projects that need outreach, please let Poland or Megan May know. If you are not receiving the Newsletter, contact Karen Lee.
- Membership: No report.
- Rewards and Recognition: No report.
- Special Events: Gibson (Chair) thanked persons who came to the planting last Saturday. There will be three plantings this next year. The first planting will be in March. The fall project for community services will be the adoption of Ronald McDonald House. Each committee chair will receive a list of Ronald McDonald House needs. Each committee will bring their donations to the November meeting. Christmas items will be collected and distributed in December. A blood drive was not held this fall by the SC. However, IU and PU are challenging each other in giving blood through the fall. If you donate, please designate a school for the Blood Challenge.
- Staff Affairs: Stone (Chair) reported the Staff Affairs Committee is working hard. They met on October 9. November 12, 2:30 is next meeting.
 - The Ad Hoc TIME Committee is continuing to collect information on the difficulties of the TIME system. You can give your opinion or experience with the system by using the concerns button on the SC website. <http://www.formdesk.com/iupui/concern>
 - The Food Subcommittee is working with Stacy Blanton who is leading a Chartwells focus group. Question was about if it is known how the Chartwells inspection went last week. The results are not known by the SC.
 - The Parking Committee knows there is a parking concern on campus. There has been an increase in the off-site parking areas and a lack of lighting. Stone has emailed Emily Wren and they are working on ways to improve lighting in these areas. Rhodes said we will temporarily lose 550 spaces when a new parking garage is built. 1200 spaces will be lost with the Wishard land swap. Wishard has to provide the campus alternative parking as part of the agreement. Graber asked if it is possible for someone to buy a 30-day pass to start and stop at various times. Little asked about an S pass for faculty and staff. Rhodes said a cost comes with an S pass. Dollars are not available at this time for a pass, but they are in conversation with IndyGo about transportation issues for faculty and staff. The Wishard Garage will not be utilized by IUPUI employees. Can grass lots be open again? Rhodes said in the master plan, there will be more green space and walking spaces. We will deal with the parking problem with building four parking garages over the next ten years. Grass parking will not happen again for awhile.
 - Benefits Committee: short-term disability did not go through. 8% of staff participated, so the benefit did not move forward. The SC will continue to push for this benefit in the future when economic times are better.

- Safety Committee: Working on crosswalk safety. The sidewalk has been closed in front of Coleman Hall and people are walking in the bike lane to get down Michigan Street. The committee is also looking at bicycle safety.

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

- IUPUI Resource Planning Committee (Pat Stites, SC Representative to the Committee): The purpose of the committee is to advise the Chancellor on intermediate and long-term financial matters as well as policy changes. The committee is chaired by Dawn Rhodes and Trudy Banta. The four main agenda items: review overhead components (services provided by the service RCs), review performance and initiatives funded by performance dollars, identify and investigate areas that we could leverage or collaborate across campus, and review and recommendations of state appropriations. Next meeting is October 29. Minutes are shared with the SC Executive Committee.
- Herrell announced that Dr. Lisa Riolo has asked the SC to provide a member to serve on the ADVANCE advisory board. Courtney Wooten is serving as the representative from the SC.
- Margo Foreman reported on the affinity groups. The groups are Black Faculty and Staff Council, Latino Faculty and Staff Council, GLBT Faculty and Staff Council, Native American Faculty and Staff Council, Asian American and Pacific Islander Faculty and Staff Council. If you are part of any of these ethnic groups, please join a council. The Black Faculty and Staff met on retreat last Friday and discussed issues of their organization, how they work collaboratively, and dialogue regarding IFC and SC and if there were opportunities for collaboration. Campus groups or staff interested in presenting topics for Staff Council meetings should contact Sue Herrell or Karen Lee. The SCEC has discussed IUPUI Affinity Groups.

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

Sue Herrell reporting for Mary Fisher, Associate Vice Chancellor for Academic Affairs

Handout: http://www.iupui.edu/~scouncil/documents/fisher_update.pdf

Herrell discussed the items on the handout:

- The graph represents the fall first-time freshmen population has increased to 71.7% which is the highest it has ever been.
- The Cutting Edge Lecture series was not on the handout, but she encouraged staff to attend these lectures. Please encourage your constituents to attend these interesting lectures.

Agenda Item XI: Old Business

- Fine Arts and Crafts Fair: McCurry and Hart co-chair the Fair. The next fair is October 2010. They are in need of committee members. They will meet on Friday, November 6. Contact one of them if you would like to join the committee. Should you join the committee, you will receive a ticket to the Holiday Mart in November at the Fairgrounds.

Agenda Item XII: New Business

No business.

Agenda Item XIII: Jam the Jaguars Bus

Maggie McFarlin, External Affairs

www.iupui.edu/jamthebus

McFarlin encouraged the staff members to donate to the Jam the Jaguars Bus effort, the annual canned food drive sponsored by the Office of External Affairs and Bloomington Shuttles. The kickoff is next Tuesday, 10:30, in UL 1116. Posters, bins, and instructions on the drive will be distributed at this time.

For Approval: 11-18-09

The initiative will benefit local homeless shelters. The supplies are delivered to 18 agencies in November. Last year, three tons of food were delivered. This year's goal is 3.5 tons.

Agenda Item XIV: Adjournment

President Herrell adjourned the meeting at 5:00 p.m.

Minutes prepared by Staff Council Coordinator, Karen Lee
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