

AGENDA
IUPUI Staff Council
Wednesday, March 20, 2013
2:00 – 4:00 p.m. ~ UL Lilly Auditorium

I.	2:00 p.m.	Welcome and Call to Order Lee Stone, IUPUI Staff Council President, leestone@iupui.edu
II.		Adoption of the Order of Business for the Day Lee Stone
III.		[Action Item] Approval of the Minutes of the February 20, 2013 Meetings http://www.iupui.edu/~scouncil/documents/minutes/2012-2013/minutes_SC_2-20-13.pdf Please read the minutes and be prepared for approval. No copies are being made.
IV.	2:05 p.m. 10 minutes	Update from the Vice Chancellor for Finance and Administration Dawn Rhodes, <i>Vice Chancellor for Finance and Administration</i> , dawnrhod@iupui.edu
V.	2:15 p.m. 5 minutes	Report from Human Resources Administration Alyce Archie, Senior Benefits Specialist, alarchie@iupui.edu
VI.	2:20 p.m. 15 minutes	Report from the President Lee Stone <ul style="list-style-type: none">[Discussion Item] Strategic Plan
VIII.	2:35 p.m. 15 minutes	[Information Item] IUPUI Athletics Mike Moore, Director of Athletics, mmoore1@iupui.edu
IX.	2:50 p.m. 30 minutes	Standing and Ad Hoc Committee Reports and Other Standing or University Committee Reports Submitted as written reports following this agenda unless business needs discussed in person. <ul style="list-style-type: none">Committee on Diversity, Equity, and Inclusion (Aron DiBacco, Chair)Community Outreach Committee (Amber Allen, Member)Membership Committee (Alicia Gahimer, Chair, and Lee Stone, President)
X.	3:20 p.m. 5 minutes	Unfinished Business Lee Stone
XI.	3:25 p.m. 5 minutes	New Business Lee Stone
XII.	3:30 p.m. 5 minutes	Report from IUPUI Faculty Council Liaison Kristi Palmer, klpalmer@iupui.edu
XIII.	3:35 - 4:00 p.m.	Final Remarks and Adjournment Lee Stone

Staff Council Foundation Accounts: Poffenberger Work/Life Program Fund: 32-P023-024; Staff Council General Account: 32-P000-12-1

Committee Reports

[Ad Hoc] Academic Affairs Committee

The Academic Affairs Committee met on March 4, 2013. The following topics were discussed: the handling of course evaluations and concerns about hand written comments from students; Academic Advising Reports; the new Advising Records system to be launched (AdRx); understanding the hierarchy and relationships between faculty and staff; eTextbooks; reasons students do not re-enroll in classes; Hine Hall and touring The Tower; classroom furniture; web posting of course syllabi; and Academic Committees on campus. The next meeting will be Monday, April 1st from 2-3pm with location to be determined.

Campus Center Advisory Committee (Matt Moody reporting):

Subject: 2/21/13 CE Advisory Board Wrap-up

1. We reviewed the Policy Manual which is the black & white instructions regarding conducting business in the Campus Center. No major objections were raised.
2. We discussed the use of banners in the Campus Center and the new option of using the second floor railing; the Campus Center will hang some sample banners after the International flags come down at the end of the month to encourage more usage. Additionally we'll work with the Multimedia Service Center regarding the best pricing options for student orgs going forward.
3. We agreed that we would do some more aggressive marketing of our lockers to the Bridge program and during Orientation.
4. It was suggested that the Campus Center explore more directed amplification in the Atrium in an attempt to keep the sound on the first level; additionally it was suggested we look into background music in the Citizens Commons.
5. Finally we discussed reaching out to AT&T to see if anything can be done to ramp up the wireless signal in the building.

We agreed that that the 4/18/13 meeting will begin at 4:30pm where the topics will include the Campus Center Strategic Plan review and meeting planning for the 13-14 academic year.

Joe Hayes

Director, Campus Center
IUPUI Division of Student Life

Communications Committee (Todd Herrington, Chair):

Working with the Committee for Diversity, Equity, and Inclusion for marketing materials for their fair in April. The committee has also been collaborating via email on communications procedures and documentation.

[Ad Hoc] Community Outreach Committee (Patti Holt, Chair):

- **IUPUI Staff Council Blood Drive, Thursday, April 18:** We are still looking for individuals who would be willing to staff the Staff Council tables on April 18 (sign-up sheet to be passed around at today's meeting). The Indiana Blood Center will provide emails to be sent out to all Staff on or about April 1; the emails will contain the link for signing up to donate blood. Also, the Indiana Blood Center will provide hand-outs for the April 17 Staff Council meeting to encourage (and remind) staff of the blood drive.
- **Mutt Strutt, Saturday, April 27, 2013:** Amber Allen and Caitie Deranek have created the advertising flyer, which we plan to hand out at the next Staff Council meeting on Wednesday, March 20. (Karen Lee will be making 100 color copies.)
- **Dress for Success/Jacob's Closet:** We are in the process of gathering information on the "Dress for Success" program and their current needs, which includes hosting an 'accessory drive.' We will be scheduling this sometime in late Summer or early Fall. We are still waiting to hear back from Jacob's Closet on their needs. We have received approval to move forward with an accessory drive in the late Summer for Dress for Success.
- **Habitat for Humanity:** We are working with Jessica Conway from Habitat for Humanity to schedule a time that she will be able to make a brief, 10-minute presentation to the Staff Council Group.

Committee on Diversity, Equity, and Inclusion (Aron DiBacco, Chair):

- Working with Bylaws committee to become a standing committee of the Staff Council
- The feedback from the Feb 20 SC meeting was very helpful, will be used to plan next year, and is attached/available on the SC website
- Planning for April 9 Staff Diversity Fair going well, flyer attached. Over twenty groups are planning to present.
- We are starting to think now about membership for 2013/2014. Contact Aron (adibacco@iupui.edu) if you are interested in being on our committee. We are open to non-SC members.

Parking Advisory Committee (Jack Waggoner, Reporting)

1. Due to the high # of open spaces in the garages, garage passes (more expensive than "A") are going to be offered to students for purchase.
2. There were plans in place to move the lower-level visitor Natatorium parking to the new Riverwalk garage in order to open up more B/E spots there but that has been postponed indefinitely.
3. The message below went out to all A, B, and E permit holders on January 30th regarding guaranteed garage parking in the Riverwalk garage upper levels. I'd like to gather feedback (positive or negative) about this pilot program to take back to the committee for discussion. If you have thoughts/feedback/praise/concerns please e-mail them to Jack Waggoner at jacwaggo@iupui.edu
4. Exclusive parking for Law students (PGS labeled spaces) was a pilot program and will cease at the end of this academic year and will open back up 152 "E" spaces on that surface lot.

<https://www.parking.iupui.edu/blog/index.php/archives/519>

Special Events Committee (Kristy Chapman and Cortnee Martin, Co-Chairs):

We are continuing to plan the retreat. The biggest part has been finding an appropriate speaker that fits our topic/theme and is within our budget. We have several people that we are interested in pursuing further.

Staff Affairs Committee (Candy Smith and Jennifer Pease, Co-Chairs):

The Staff Affairs Committee met on Tuesday, March 12.

- We are finalizing the research that individual committee members have been doing on our Urban 15 peer institutions. The goal is to have the comparison information to Lee Stone and others no later than Friday, March 15. Committee members have been asked to post that information in a common format in the Resource folder on the Staff Affairs OnCourse site. It was suggested that a questionnaire for IUPUI be completed as well so help with the comparisons.
- Committee members were reminded to continue posting to the Task Force on Staff Talent IdeaScale as well the Strategic Plan site. It was suggested that a reminder with the links be sent out once again to the membership and Karen Lee will be asked to distribute that message to remind and encourage all members of the Staff Council to submit feedback.
- Plans are underway to schedule some “Educational Opportunities Here At Home” sessions for current staff, similar to what was done in the past. Human Resources has committed to help support and promote these events. A number of staff have enrolled or applied as a result of the information session co-sponsored by Staff Council at the October 31 HR Benefits Fair.
- The committee has recommended that Staff Council work closely with HR in the future in regards to the Chancellor’s Employee Recognition Convocation, especially with respect to the Irwin, Bohan and other award winners who are selected by the Staff Council Rewards and Recognition Committee. A number of suggestions were shared with Jim Klenner, who was in attendance at this meeting, and he indicated that those will be shared with the Executive Committee as well.
- Work still needs to be done in regards to the subcommittee effort and we will address that prior to the next committee meeting.

[Ad Hoc] Staff Development Committee (Caitie Deranek, Chair):

The Staff Development Committee met on March 1st. We discussed our ongoing fundraising efforts, including a few possible activities that would be planned for 2014. We are in discussions with IU Policies on the appropriate requirements and preparations for fundraising efforts. We are also excited to announce that we are initiating three internal Staff Council Awards to honor the service of members for the 2012-2013 year. They are called **IUPUI Staff Council Member of the Year**, **IUPUI Staff Council Outstanding New Member**, and **IUPUI Staff Council Outstanding Committee Chair**.” Please be thinking about your nominations or consider nominating yourself! More information on how to apply and nomination criteria will come at the April Staff Council meeting. Finally, the committee continues to work on resources to distribute on how to expand available training and to best take advantage of those items that are available.