

Minutes
IUPUI Staff Council
Wednesday, February 17, 2016
2:00 – 4:00 p.m. ~ CE 405

Members and Guests Present: Julia Backus, Rose Baker, Kaitlin Bell, Theresa Bell, James Bellamy, Michelle Benberry, Tony Bernard, Greg Brenner, Camy Broeker, Aimee Brough, Denise Brown, Loren Bumbalough, Kim Coles, Jessica Davis, Venus Davis-Wallace, Caitie Deranek Stewart, Carol Dill, Carla Ewing, Margie Ferguson, Janet Fulper, Dana Gonzales, Daniel Hall, Barb Hanes, Laura Heathers, Sara Hindi, Lans Jameson, Todd Kirk, Jim Klenner, Lyndy Kouns, Tara Lambert (IMCU), Karen Lee, Lodema Lines, Greg Mobley, Kevin Mouser, Andrew Myers, Kristen Norris, Tuan Nguyen, Scott Orr, Jamie Owens, Kati Reeves, Chris Rohl, Pam Ross, Mansi Singh, Kurt Snyder, Rebecca Spratt, Juletta Toliver, Rachael Urso, Matthew Wade, Etta Ward, Louise Watkins, Mary Westerbeck, Emily Wren, Linda Wright

Agenda Item I: Welcome and Call to Order

Klenner called the meeting to order at 2:00.

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: Approval of the Minutes of the December 16, 2015 and January 20, 2016 SC Meetings.

The minutes were approved as written.

Agenda Item IV: Report from the President.

Jim Klenner reported.

Chancellor's presentation to the Community – State of the Campus address. Overall tone was very positive. Klenner reported on the beautification project that campus will be undertaking this summer. Klenner reported that Kristi Palmer was named one of the 40 under 40 in IBJ. Application deadline for next generation 2.0 development seminar. Deadline to register is February 23. Next Gen 2.0 training series is open to leadership development for both staff and faculty in higher education. Do not need to be supervisor already but to be kind of mid-career and moving into a leadership role.

Agenda Item V: [Information Item] SPEA Student Capstone Project Regarding Staff Involvement

Sara Hindi, Tierney Sharpe Dioffo, Kristin Nelson presented.

Hindi is a senior at SPEA. Nelson presented. Nelson is from OCE and is working with this group of students on their capstone project is to determine level of staff involvement in the community and tell that as part of our whole story. Could focus on teaching, research, outreach, philanthropy, volunteering, projects, etc.

Students will host focus groups. Want to gather information about personal involvement, unit support, availability and want of the staff to participate in community efforts.

Mentioned Lori Brown (CSL) working with schools to support student engagement. This is a different

project but similarly focused.

The members in attendance gave ideas on ways to recruit staff members to participate in the focus groups.

The students and Kristin will reach back out once some focus group dates are set. May tag onto the front end of the March 16 meeting as a time to hold a focus group for Staff Council members or others.

Agenda Item VI: Report from Human Resources Administration

Juletta Toliver reported.

Tax Free Graduate Benefits – nothing new to report, but work is still being done on this effort.

1095 C tax form that addresses health care coverage have not yet gone out. Will likely be mailed towards the end of March – in compliance with IRS guidelines. Form is not required to file but will be needed for records.

March 3 – retirement forum for those within 5 years of retirement (55 years of age and 30 years of service). Forum will be held in Bloomington and will be streamed but not recorded. Looking for dates for a similar forum to be held on IUPUI campus.

Paid Maternity Leave – Senior Leadership for UHRA will meet at the end of this week and next week. It is on the agenda for that meeting. Feedback was given that this is an area that the university needs to deeply investigate providing this benefit in order to remain a competitive employer.

HR will be sending staff survey in March. Sent every 3 – 4 years to all staff to collect staff attitudes and opinions. A variety of categories are covered. Summary will be provided for leadership and on a departmental level for Deans and Vice Chancellors. Toliver was asked to provide a sample of something that has changed as a result of the previous staff surveys. She discussed performance evaluations – process, reporting, outcomes, and history of the process. Moved from 1- 4 rating to a process of continuous discussions.

Toliver was acknowledged for providing updates even when there are not new updates to provide but acknowledged that concerns of the staff are still being addressed.

Agenda Item VII: [Information Item] Indiana Members Credit Union

Tara Lambert presented.

IMCU is developing as a real partner of IUPUI instead of just a vendor on campus. Partners with Student Affairs, Athletics, Weeks of Welcome, Homecoming Court Scholarships, Jagapalooza, social media with IUPUI, University College scholarship, IUPUI O-Team t-shirts, Regatta, Top 100 Dinner, Alumni Association E&T Golf Outing, JagTag sponsor, financial commitment 5 year pledge for Library, Herron and Campus Center. Home buyer seminar in Campus Center in March. Celebrating 60 years – began on IUPUI campus in 1956. Mentioned \$6K per quarter giveaway to celebrate the 60th anniversary. Committed \$150K to Chancellor's Circle – unrestricted donation.

Agenda Item VIII: Standing and Ad Hoc Committee Reports and Other Standing or University Committee Reports

Klenner drew attention to the membership report attached to the agenda to make members aware of the upcoming elections.

Committee on Diversity, Equity, and Inclusion

- 2016 Diversity Resource Fair survey/mini-conference: The committee was reminded that the mini-conference is scheduled on June 7. An invite will be sent to Dr. Charlotte Westerhaus-Renfrow to speak during one of the sessions. The committee is still awaiting on a clear process on how to request funding for the event.
- Feedback - 47th Annual Dr. Martin Luther King Jr. Dinner – January 17, 2016: Law student, Karla Lopez-Owens, attended the dinner and said it was phenomenal. She thanked the committee for the opportunity to attend the event. The members viewed the e-mail that she submitted as an update.
- Upcoming events:
 1. 9th Annual Cesar Chavez Dinner – March 25, 2016
 2. Staff Development Mini-Conference/ Diversity Resource Fair – June 7, 2016
- Other updates:
 1. Latino Staff Council (Jose Espada) – The committee met with Chancellor Paydar regarding a way to garner more participation from the Latino population. The Chancellor suggested have a “Party”, however the committee felt that a “Speaker Series” would be more receptive. A survey was sent out to the Latino population (174) for feedback.
 2. Native American Faculty/Staff Council (Camille Meyer) – The committee have not met this year. They usually meet 1 to 2 times per year. We will plan to attend the next meeting when scheduled.

Membership Update -

Unit and Executive Committee elections are coming up. The Unit elections will be held electronically and emails will be sent out in the next month for those interested in serving or serving again. The unit elections are for those whose term concludes in 2016. If you are interested in becoming more involved in Staff Council, please consider running for an Executive Committee position. This year we will be electing a 1st Vice President and three At-Large members. You may ask a friend to nominate you for one or more of these position or you can self-nominate. Just make sure that either way your name gets included on the ballot. When all else fails - self-nominate. Kristy will provide more detail about the process as well as the list of unit representative positions that will be included in this election cycle at the March Staff Council meeting. Please contact Kati or Kristy with questions.

Agenda Item IX: Report from the IUPUI Faculty Council Liaison

Kristi Palmer was unable to attend. No report.

Agenda Item X: [Information Item] Report on Recent Tuberculosis Case

Rebecca Spratt presented.

Spratt reported on a student that was diagnosed with an active TB case and treated at the hospital. MCHD informed campus and they worked with MCHD to develop a list of those with close contact to the student. Spratt discussed the two types of TB – latent and active – and the methods of spreading TB (airborne only and in close contact with an infected person). Can be treated with antibiotics. People on the list of having close contact with the infected student were contacted directly and provided instructions on how to be screened, tested, and treated if necessary. Clinics were set up for this group. No positive results came from those tests. The student has been released from the hospital and is doing much better. The case will be followed for three months per HD guidelines.

Question was raised on how campus determines when to notify campus of cases of diseases and still be in compliance with HIPAA laws, privacy concerns, etc. Spratt said each case has to be evaluated individually. The cases of mumps was brought up. There have been cases at Butler and IU Bloomington. Recommendation by MCHD is to be current on MMR vaccines and use the same hygiene habits as protecting from the flu. Question was asked about requirement of shot records. Depends on the school, but a new Infectious Disease policy will be in effect for all of campus require up to date vaccination records for new students beginning Fall 2016.

Agenda Item XI: Unfinished Business

Jim Klenner reported there was no unfinished business.

Agenda Item XII: New Business

No new business.

Agenda Item XIII: Report from Undergraduate Student Government

No representative present.

Agenda Item XIV: Update from Associate Vice Chancellor for Facilities

Emily Wren reported.

Natatorium project – work has been suspended temporarily for large event this weekend. Will be completed before diving finals in June. Renovation of PETM offices, classrooms, student lounge was built in newly constructed 2nd floor above auxiliary gym.

Classroom renovations projects finishing up in Science and E&T buildings updated nine classrooms. Did 9 classrooms. Looking forward to next phase.

Ball Gardens in underway. Timeline is scheduled to be completed in April. This may adjust depending on weather and planting availability.

Chancellor’s efforts to create a flower planting plan across campus. Large planters, hanging baskets, planting areas, etc. Budget for this has been cut in previous years so this will be a welcome addition to the campus landscape

North Hall still on schedule. Opening August 2016.

Michigan Street. March 8 public meeting from 4:30 – 6 in University Hall to show project to community. Will likely start in September. IU/IUPUI has requested that parking cannot be blocked off. Two – way traffic will be from White River Pkwy to West Street. Then it will be west only for all traffic except bus traffic. There will be a lane for busses to continue to go east. Meetings with IndyGo are ongoing to discuss

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routes, times, lanes, etc. Also looking to connect IUPUI shuttle routes to IndyGo routes.

Parking lots – lot west of IT building is being bid now. Also lots across from Campus Center will be revamped this summer.

AO building has been completely demolished. Parking lot that was closed for demolition will be reopened this spring.

Lighting in garages (North, Ambulatory Care, Sports Garage) being installed. Bi-level lights being installed which brighten based on detected movement – pedestrian or vehicles.

North Street Garage and Blackford Street Garage skywalks and elevator lobbies are being enhanced. Vermont St. Garage will have redwood slats removed and replaced with a metal mesh look similar to Gateway Garage.

Addition to Dental School was approved. Will extend into current visitor parking.

Wilson St. Garage awning to be redone.

Wishard demolition will be completed in March and April. At request of BOT to decrease number of leased space additional schools, programs, units, classroom, etc. will be moving into remaining wishard buildings

16 Tech will allow for research space for SOM programs. Development will be on Waterway. No plans are currently available. Development of plan is still in development – road moves, parking lots, etc. Looking at units currently in Waterway buildings that might be in the space to identify additional space plans for those units.

Working on space study with the Chancellor's office to address lease issues and classrooms that are innovative, etc. Also looking at schools that have had changes lately. Also, looking at informal learning student space similar to spaces in BUS/SPEA on 2nd floor.

Several big HVAC projects over the summer. Cavanaugh, Hine Hall, Taylor Hall are on the list.

Question was raised about plans to create bike lockers other than at Hine Hall and NIFS. No specific plans in the works right now, but may be addressed at a future date.

Question about plans for Wishard land that was demolished. It will be sodded for now but may be used for expansion later.

Question was raised about the lots across from CE – what's more of the plan? Curbs, stripped, lighting, trees, etc. It will be more effective, easier to navigate, more appealing, etc.

Wren discussed the water line break on Friday, February 12. Response from IPD, IUPD, Citizens was very timely and thorough.

Agenda Item XV: Final Remarks and Adjournment – Next Meeting: March 16, 2016, CE 405

Jim Klenner adjourned the meeting at 3:45.

Kati Reeves, Staff Council Coordinator
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