

Staff Council Minutes

November 16, 2022 ~ 2:00-4:00 p.m.

Campus Center 409 or Zoom

**Members and Guests Present:** Leslie Albers, Kenya Alexander, Sadiya Ali, Connie Anoskey, Cheryl Avery, Tom Baker, Michelle Benberry, Thora Berndt, April Briggs, Kim Burrows, Beth Chaisson, Tina Cochran, Mindy Cooper, Brooke Creech, Jessica Darling, Julie Driscol, Emily Dunham, Tricia Edwards, Connie Ely, Stacy Files, Sarah Frigo, Jennifer Gilles, Lauren Gronke, Robyn Hart, Bernetta Hartman, Carolyn Hasser, Julie Heger, Sarah Herpst, Bryce Hockman, Katie Grace Jackson, Curtis Kester, Jenna Machunas, Anne McGee, Margaret Miley, Dawn Molnar, Todd Morton, Tre Quarles, Kim Richards, Dawn Roberts, Jeanne Rushin, Mary Beth Ryan, Evelyn Safder, Ryan Schafer, Diana Sims-Harris, Mansi Singh, Heather Staggs, Brian Starkel, Shomita Steiner, Paul Spencer for Robin Tew, Amy Treat, Melissa Vastag, Kevin Walsh, Roxanne Fuentes for Terry Wilson, Valerie Winbush, Camy Broeker, Tammy Leone, and Holly Thomas

**Members Excused:** Valerie Decker, LaVerne Johnson, Robin Tew, Terry Wilson

**Members Absent:** Alicia Gahimer, Lindsay Heinzman, Todd Kirk, Nichelle Turentine

# Agenda Item I: Welcome and Call to Order

Heather Staggs, *President*, [hstaggs@iupui.edu](mailto:hstaggs@iupui.edu)

IUPUI Staff Council President Heather Staggs called the meeting to order.

# Agenda Item II: [Action Item] Adoption of the Order of Business for the Day

Heather Staggs

The agenda was adopted as the Order of Business for the Day.

# Agenda Item III: [Action Item] Approval of Minutes of the October 19, 2022, SC Meeting

# Heather Staggs

# Minutes were approved with no revisions.

# Agenda Item IV: Report from the President

Heather Staggs

Heather then shared the following reminders and updates:

* Healthcare plan

# Agenda Item V: Report from the President

Heather Staggs

Heather then shared the following reminders and updates:

* Recognition of staff milestone anniversaries and awards
* Holiday family sponsorship- Seasons of Giving program
  + Sponsoring the Dickson family: Neveah (11), Louis (13), and Tyler (16)
  + Giving is easy! A list of items has been provided for each child along with an Amazon gift registry; gift cards are also accepted. Check the email that went out for more information. Rachel is collecting all gifts in AD 4058.
  + Donations must be received by the second week of December.
* The State of Campus address was last week. An IUPUI Today article was sent out with a summary of that conversation and a recording will be available soon. Interim Chancellor Klein spoke about the mission and progress of Vision 2024, what we have to be thankful for and what will and won’t change, provided statistics across campus, and encouraged us all to focus on the benefits of higher learning.
* Open forum presentations underway for the Vice Chancellor of the Division of Undergraduate Education, members of the executive committee have been meeting candidates along with Division of Undergraduate Education staff.
* Please provide ideas for presentations or speakers to the executive committee for what you would like to hear at these meetings.
* Announcement on behalf of Angela Reese, HealthyIU work life analyst. “We are looking for individuals who are interested in connecting with others who crochet. This group intends to donate their crotchet items to IU organizations or units such as NICU, Simon Cancer Center, etc. Interested parties contact Megan Fedler, HIU intern at [mfedler@iu.edu](mailto:mfedler@iu.edu) for additional information.”

# Agenda Item VI: Update from the Vice Chancellor for Finance and Administration and Human Resources

Camy Broeker, *Vice Chancellor for Finance and Administration,* [cbroeker@iupui.edu](mailto:cbroeker@iupui.edu)

Camy shared the following campus updates:

* Thank everyone who joined us for the reception for 5,10, and 15 year milestones.
* Shout out to all staff who participated in the HLC visit. We received great feedback on our exit interviews and a positive report is expected.
* We are in the snowy time of year so if you run into a spot on campus that’s slick, please call 8-1900 and let them know so they can address it.
* Reminder: two extra holidays are coming up in December, but we are a campus that never totally closes. We will have people around even through those days.
* If your unit is making changes (i.e. mail schedule) please let us know. Campus post office hours are 8-noon Wednesday, Nov. 23. Food service also has reduced hours going into the holiday break.
* Shoutout to the Office of Sustainability and everyone’s efforts across the campus. IUPUI was recently recognized as a bike friendly university in the bronze category, which is a positive review with room for improvements.
* LPR (license plate recognition program) changes will be upcoming, please make sure you register your vehicle with campus. The technology will not work if you pull through or back in; your plate must be visible.
* Covid testing with drop test kits will only go through Thursday, antigen tests will be available through next week until Thursday and Friday.

Questions:

* Who do we contact if we have changes in our hours? A: Contact Rachel.
* Have there been any updates to the Chartwells exclusivity issue? The website hasn’t been updated yet and have had questions. A: No definite time frame right now, but information is forthcoming. Looking to limit where we have exclusivity to provide more options and encourage Chartwells to be successful.
* For LPR, does the license plate have to be a certain amount of space from the ground? Some people put their plates in their windows etc. Could we put something in the dashboard instead? A: Camy will check on this and let us know.
* Can we send gift cards for the Season of Giving family through campus mail? A: No, please don’t. Let Rachel know that you have it and she will work out getting it from you.
* With parking garages there are two entry slots, will one be dedicated for staff and the other for visitors (Vermont St)? A: It’s a situation that is in progress.
* LPRs, is there thought about an option to put cameras at the entrance of lots? A: We’ve considered it and it would be way too expensive. We understand that being able to pull through is super important and Camy is trying everything to figure out a way to make it work.
* The out of state students, some have plates on front and back; will the tech read the front license plates as well as the back? A: Yes, that should still work. The vanity plate is the way to address this since IN doesn’t have front plates, but it would have to be purchased.

Camy shared the following updates on behalf of Human Resources:

* Reminder that end of year PTO rollover has increased up to 136 hours. The max number of PTO hours that roll over are the same, depending on your years of service. Also continue to use PNL and VNL so there’s no cap on hours taken during the year with supervisor approval.
* Institute for Supervising Excellence is open now for applicants. Please share with colleagues and encourage them to apply. It’s a year long series beginning January. Applications close Mon. Nov 28.
* Work is being done in regards to work and adverse weather conditions. A policy change to recognize remote work ability and limiting activities on campus called a “state of limited operations” is being implemented. We rarely close campus because of the ongoing work we have with research, the hospital, etc. The term limited operations will be the pivot for those who can work remotely to do so and only having “essential workers” on campus. Make sure you have conversations now with your supervisors so you know what their expectations are.
* Reminder of the two extra holidays over winter break, the Friday before Christmas and the Friday before New Years. Please take that time to relax and be with friends/family.

Questions:

* Could you go over the hour rollover again? A: it is sick bank rolling over up from 96 to 136 hours.

**Agenda Item VII: Unfinished Business**

None.

# Agenda Item IX: New Business

The Staff Affairs committee wants to send a statement of gratitude to IU leadership for providing two additional paid holidays this year. The letter was presented to the council for approval.

* The council voted to move forward with sending this letter.

**Agenda Item X: Question and Answer Period**

None.

# Agenda Item XI: Student Enrollment Presentation

# Stephen Graunke, *Director of Institutional Research and Assessment,* [sgraunke@iupui.edu](mailto:sgraunke@iupui.edu)

# Stephen shared the following information on current student enrollment data.

* Sharing information on enrollment data from Fall 2022. We have started registration for Spring 2023, but as it’s ongoing that data isn’t comparable to Fall.
* We are at 25,979 across all of IUPUI (includes Indy, Columbus, and Ft. Wayne), the lowest we’ve been in some time. Massive drop from Fall 2020 and 2021 across the board (undergraduates, graduates, professional students).
* Decrease in total number of students has led to a decrease in credit hours which drive the revenue for individual schools, but not as far down in credit hours as we are in head count.
* Increase in total number of students of color on campus
  + Almost ⅓ of IUPUI students
  + Record high Asian American students
* Increased number of international students and record high number of non-resident students.
  + International students not including DACA students as they are now identified by their race/ethnicity.
* More Indiana residents enrolled than any other campus in the state besides IU Bloomington.
* Spreadsheet available on IRDS website that breaks down enrollment by school in terms of head count, class level, residency, and credit hour. Most of the schools show decreases but Informatics has actually increased.
* New beginners
  + Starting in college for the very first time (freshmen, students with AP credit or dual credit who are technically sophomores but still new on campus)
  + 3,147 new students, small increase
  + 35% underrepresented students of color- most diverse in history
  + 3.54 GPA in avg
  + 60% academic honors diploma
  + 28.9% first generation students
  + 43.7% in campus housing
  + 89.7% Indiana resident
  + 2% international
  + 14.86 avg. course load
  + 96.6% full time
  + 56.8% admitted via test optional qualifications (no need to submit SAT/ACT)
  + 18.23 avg age
* Number of students starting college not right out of high school is increasing for the first time in years, since the pandemic
* Test optional pathway
  + 56.8% applied test optional. 55% of those students went to university college, 47.4% went directly to a degree granting school
  + 47.5% of direct admit students were test optional
  + 68% of university college students were test optional
* Beginner retention
  + About 72% of new beginners who began at IUPUI in fall 2021 enrolled in another IU campus this fall
  + 69% for Latinx students and 68% for African American students
  + Why students leave IUPUI: getting an F in a gateway course, finances, personal emotional/mental health issues, low sense of belonging
  + Gap between unmet need levels of students who are and are not retained.

# Questions

# Do we have any initial data on the students who took a gap year or anything? A: They are slightly older than the traditional age of new beginners but we’re working on gathering that data for more information.

# If you would like more information, please contact Stephen Graunke.

# Agenda Item XII: Committee Work

# Committees met individually for a period of collaboration. Please remember to send committee reports to Rachel to include in the meeting minutes.

# Agenda Item XIV: [Action Item] Final Remarks and Adjournment

# Heather Staggs

# The meeting was adjourned. The next Staff Council meeting will be December 21, 2022, in Campus Center 409 or on Zoom,  <https://iu.zoom.us/j/82894707308>.



**Committee Reports**

**Bylaws:**

No new updates.

**Communications:**

* Seeking a new chair for this committee. If you are interested please let Heather or Tricia know.

**DEI:**

No new updates.

**Faculty Relations:**

No new updates.

**Membership:**

No new updates.

**Rewards and Recognition:**

No new updates.

**Special Events:**

* The committee is working with Athletics to invite those who can attend to the women’s basketball game following the December meeting! This meeting will also be our holiday party and food and drinks will be provided.
* Service project of adopting a family through the Office of Community Engagement. Families will be assigned in November with gifts due at the beginning of December. Several ways to donate including amazon wish list, gift cards, etc.
* Staff retreat July 14, 2023; more information to come.

**Staff Affairs:**

* The committee will be sending out the letter to campus leadership discussed and approved at this meeting thanking them for the two additional holidays this year.

**Staff Development:**

* This year’s mini-conference will be in person only, date TBD. The next professional development application deadline is December 1.

**Sustainability:**

No new updates.

Minutes prepared by Rachel Molina

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