



IUPUI STAFF COUNCIL

Staff Council Minutes

August 15, 2018

University Library Lilly Auditorium ~ 2:00-4:00 p.m.

Members and Guests Present: Connie Anoskey, Kristy Beach, Kaitlin Bell, Lisa Elko, Miranda Benson, DoMonique Brock, Aimee Brough, Sarah Caldwell, Beth Chaisson, Joan Charlesworth, Jeff Creasser, Mindy Cooper, Mary Cox, Jessica Darling, Angela DeCamp, Valerie Decker, Erin Detweiler, Carla Ewing, Aaron Fields, Tasha Gilson, Dana Gonzales, Michelle Haug, Patti Holt, Lans Jameson, Andrea Janota, Ranna Johnson, Laura Kernodle, Mary Ann Kershaw, Alicia Libla, Lodema Lines, Hollyn Mangione, Teresa McCurry, Kim Minor, Jessica Moore, Brooke Moreland, Lindsey Mosier, Tuan Nguyen, Tricia O'Neil, Joshua Page, April Peigh, Rebecca Pope, Kris Powell, Chris Rohl, Mansi Singh, Heather Staggs, Liza Sumpter, Holly Thomas, Rachael Urso, Allison Wheeler, Terry Wilson, Carmen Wissman, Sarah Glener, Biannca Yates, Beth Young, Camy Broeker, Juletta Toliver, Bev Knight, and Miriam Murphy.

Members Excused: Kim Bloodgood, Loren Bumbalough, Cornelia Davis-Moore, David Hanson, Edgar Holdaway, Julie Rodgers, and Cathy Zappia.

Members Absent: Rachel Johnson, Joseph Loveless, Mike, Lulgjuraj, and Ina McBean.

Agenda Item I: Welcome and Call to Order

Kristy Beach, *President*, beachka@iu.edu

IUPUI Staff Council President Kristy Beach called the meeting to order at 2:06 p.m.

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

Kristy Beach

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

Agenda Item III: [Action Item] Approval of Minutes of the June 20, 2018, SC Meeting

Kristy stated that the June 20 minutes had been sent out and placed in the box account. She then asked if anyone had any clarifications or any requests for revisions, changes, misspellings,

or punctuation errors. Lisa stated that there were no corrections noted. With that, the June 20 minutes were approved as written and entered into record.

Agenda Item IV: Report from the President

Kristy Beach

Kristy reported the following:

Kristy Fun Facts - Back to School:

- The largest high school in the US has 8K + students (Morton HS in Berwyn-Cicero, IL)
- There are over 7.4 million teachers in elementary and middle schools.
- Indiana has 9 out of 10 largest HS gyms.
- Each year 78.8 million kids, teens, & adults enroll in school.
- 67% of kids like school.
- The oldest public school in the US was founded in 1635 in Boston, Massachusetts. Did you know that 5 of the 56 signers of the Declaration of Independence graduated from this school:
 - Benjamin Franklin, John Hancock, Robert Treat Paine, Samuel Adams, and William Hopper.

Kristy asked all the new members to stand and be acknowledged.

Kristy wanted to share that Etta had to step down as a member at large on the executive committee. Etta has taken on additional responsibilities in her role on campus and felt she needed to scale back. Kristy thanked Etta for her service and commitment to Staff Council as well as her work on the DEI committee. David Hanson will serve out the remaining year of Etta's term.

The Regatta is coming up on Saturday, September 22nd and it's the 10 year anniversary. Kristy would like to have at least one if not two Staff Council teams this year. Tuan will be the team captain. Last year the SC Crew placed 24/50 and would like to be somewhere in the teens this year. Lisa will send out an email for participants after next week's Staff Council meeting.

Staff Council is offering a branded zip up to representatives. Each rep can order one zip up at no cost with additional zip ups available at \$24 each. Lisa will bring samples to the Sept. meeting. She will also send out the [link](#) for ordering. All orders must be received by Sept. 30 and delivery will be at the Oct. meeting.

Kristy shared that Staff Council is sponsoring Athletics at the \$3k Bronze level. As part of our sponsorship, we will receive twenty (20) tickets to one Men's basketball game and twenty (20) tickets to one Women's basketball game. Our first sponsorship night will be Saturday, Jan. 26th

which is the Cram the Coliseum game. The Women's schedule wasn't available so that game will be determined later. More information to come.

Kristy asked if there were any questions. No questions asked.

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

Camy Broeker, *Vice Chancellor for Finance Administration*, cbroeker@iupui.edu

Camy reported the following:

Students are back next week. What does that mean? Parking will be a challenge. Please bring your patience. There will be lots of new students. Let's make this a good experience for all. It'll be a challenge but let's try and integrate them quickly. Find a way to connect with them, there will be lots of activities and opportunities next week. Park on north campus if you can and take a shuttle. This will be the first yr. that Michigan Street is converted to 2-way traffic. Landscaping will be coming soon this fall. Not sure, what the traffic flow will look like. Stay tuned...

There will be parking staff at garages to assist students and a table at the campus center. Please, direct people there if you get questions.

If you have contact with students, refer them to jag spots in One.IU. It is an app that updates every 15-20 minutes will garage availability. The Gateway garage is typically last to fill up.

Cross your fingers that the Law School parking lot will be finished by Friday. We do just in time projects around here.

Earlier this week the Chancellor, Kathy Johnson and Camy went to Ft. Wayne to officially kick off the programing there.

Questions:

Will there be extra police for Michigan St? Yes.

Will staff be permitted to park in in garages that are marked for students? There are reports of extra spots that staff could be parking in. Camy said no they are for students and we are not looking to make a change right now.

What is the relationship for Ft. Wayne staff? Camy said that we are still trying to figure that out.

Camy asked if there were any additional questions. No questions asked.

Agenda Item VI: Report from Human Resources Administration

Juletta Toliver, *Senior Human Resources Director/Director of Financial Services*, jtoliver@iupui.edu

Juletta reported the following:

The IUPUI Staff Mentoring Program is now accepting applications for the 2nd cohort. Mentees and mentors are required to attend an initial onboarding/orientation in October 2018, a mid-program meeting in April 2019 and an end-of-program meeting in September 2019. To apply or get additional information, please click [here](#).

Question:

How many applications will be accepted? Depending on how many apply will depend on how many are accepted. During the 1st cohort 10 mentees and 10 mentors participated in the program.

Job Framework Redesign Project Update:

- A recording of the spring Listening Session is available at the Job Framework Redesign Project website: hr.iu.edu/redesign/docs.html
- Fall sessions featuring all new topics begin October 3. Event details are being finalized now and you will receive an email with full event details in early September. IUPUI will have multiple sessions.
- Follow the progress of the Job Framework Redesign Project at hr.iu.edu/redesign.

Save the Date: IUPUI Health & Benefits Fair, Thursday, November 1 at the Campus Center.

Question:

Last year Public Health was able to do a Drug Take Back drive at the Health & benefits Fair. Can they do this again? Juletta said she would contact Andrea to let her know.

Juletta asked if there were any additional questions. No questions noted.

Agenda Item VII: Report from Faculty Council Liaison

Miriam Murphy, *Director, Ruth Lilly Law Library*, mimurphy@iupui.edu

Miriam reported the following:

- Faculty Council has not met since May and there is no news to report at this time.
- Miriam was appointed chair of the Staff Relations committee for Faculty Council. She will work with Aaron Fields, Faculty Relations committee chair, on all overall concerns of the campus.

Miriam asked if there were any questions. No questions were asked.

Agenda Item VIII: [Information Item] Pedestrian Safety Campaign Update

Margie Smith-Simmons, *Assistant Vice Chancellor for Finance and Administration*, smithsim@iupui.edu

Margie was unable to attend the meeting today. Camy provided the following update on the Pedestrian Safety Campaign:

Camy passed out a handout (*also attached to this email*) for reference. She asked if anyone noticed the skywalk banners. Several raised their hands. Camy noted that this is our kickoff and will go throughout the year.

This image is the primary campaign mark:



The comprehensive, yearlong campaign will be supported by robust communications and social media plans developed by IU Communications, as well as a grassroots effort, and will include the following collateral with various safety tips and layered messaging where appropriate:

- **GO.IUPUI.EDU/SAFETY:** The website features important safety tips for drivers, pedestrians and cyclists.
- **Rack card/orientation flyer:** The 6"x9" card will be inserted into orientation and campus tour packets and placed in rack carts around IUPUI.
- **Door hanger:** The 4"x9" hanger will be placed on the doors of all official on-campus student residences.
- **Skywalk banners:** Banners will be placed on both a Michigan and New York St. skywalk and include the campaign name on one side with a safety message on the other.
- **Garage gate decals:** Decals with safety messages will be placed on all garage gates across campus (both entry and exit) reminding drivers to watch for pedestrians and cyclists.
- **Digital signage:** Signage with various safety messages will be placed on TVs across campus – JagTV and the Campus Center and Housing TVs.
- **Coffee sleeves:** Campaign-themed coffee sleeves will be on all hot beverages distributed at Chartwells locations across campus in August/September as well as throughout the month of January.
- **Buttons and Stickers:** The 1" diameter buttons and 3"x4" stickers will remind students, faculty and staff of safety in a wearable form.
- **Pledge:** A pledge will be online and paper copies will also be shared at various events to ensure IUPUI is a safe place for everyone that is traveling to and through our campus, regardless of their mode of travel.

For Approval: 9-19-18

Additional information:

We are expecting the scooters to come back to campus. This will give us another obstacle to an already busy campus.

Camy has safety stickers to handout for those willing to sign their safety pledge.

The city is considering dropping the speed limit to 25 on campus. Camy said the Chancellor says we can do this on our own though by just slowing down when driving on campus streets. Remember that changes made here affect traffic off campus as well.

Questions:

Whom do we contact to get these materials? Contact Lisa and she can arrange to get materials to those that want/need them.

Are the hawk lights included in the safety campaign? There is no talking one on New York St. The countdown starts and the cross walk is still blinking. Also, the sidewalk is always dirty and doesn't drain well. Camy said the city controls these lights but will share this information.

If you have additional, feedback please send it her way. No additional questions were asked.

Agenda Item IX: [Information Item] ROAR for 5 Campaign

Bev Knight, *Director of Sponsorships*, knightbc@iupui.edu

Bev gave the following presentation:

How do I take the **ROAR for 5** challenge?

- Register at the **ROAR for 5** table when you attend an IUPUI athletic event during the 2018-19 season
- Receive a free tumbler on your first visit and free soda refills in your **ROAR for 5** tumbler the entire season at IUPUI Volleyball, Men's Basketball, and Women's Basketball home games
- Discounted Lyft rides available to any five games using the **ROARFOR5** code - \$5.00 off five rides to the Sports Complex or the Coliseum
- Receive end of year gift for completing the challenge of **ROAR for 5**
- Do it again next year!

Attend any games, but free tickets for **ROAR for 5** participants include:

Men's Soccer- Saturday, September 8th vs. Detroit Mercy – 7pm

Women's Soccer- Sunday, September 9th vs. Evansville – 1pm

Volleyball- Friday, September 21st vs. UIC – 6pm

For Approval: 9-19-18

Men's Basketball- Wednesday, November 28th vs. Bradley – 7pm

Women's Basketball- Friday, November 30th vs. Northern Iowa – 7pm

There will also be games celebrating **IUPUI's 50th Anniversary** during the year.

For the most up-to-date information, go to **www.IUPUIJags.com/ROARfor5**

This project is supported in part by the **IUPUI Welcoming Campus Innovation Fund** and advances the goals of **IUPUI's Welcoming Campus Initiative**. Go to www.welcoming.iupui.edu for more information.

Question:

How will this be tracked? Bev said are currently working with the School of Informatics on a way that your Crimson card could be scanned to track attendance. They plan to use the old school way in the meantime.

No additional questions.

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

Committee chairs (discussing committee goals/responsibilities)

Aimee asked for committee chairs to come forwards to give an overview of their committees. Lisa will send a survey to representatives after the meeting so they can choose what committee they would like to participate in for the upcoming year. Here is the [sign up link](#) that was sent.

[Ad Hoc] Academic Affairs – No Chair

This committee has the responsibility of dealing with issues affecting our staff working in the academic arena.

Bylaws Committee – Chair: Rebecca Pope

This committee shall have the responsibility for reviewing the bylaws to make recommendations to the Council for needed changes and/or additions.

Communications Committee – No chair

This committee shall be responsible for managing all forms of communications from the staff council to members and other groups across the campus or community. All staff council communications initiated through the standing committees shall first be reviewed by the staff council executive committee. This includes any medium of communication within the realm of the University's standards. This protocol shall exclude general and routine information

disseminated by the president, staff council office coordinator, and staff council representatives to their constituents and other IUPUI employees.

Diversity, Equity, and Inclusion Committee – No Chair

This committee is responsible for identifying formal and informal efforts supporting staff diversity, equity and inclusion at IUPUI; contributing to relevant IUPUI policies, practices, and procedures; and making the resources of Staff Council available for this work. This includes providing access to staff, advocacy with administration, communication across campus and opportunities for those creating a diverse and inclusive campus to meet and work together.

Faculty Relations Committee – Chair: Aaron Fields

This committee shall have the responsibility for identifying staff concerns with faculty, with Human Resources Administrations, and with campus activities which impinge upon the quality of campus life. The committee shall also address issues of mutual concern to both faculty and staff and promote communication between them. In all activities, active collaboration with the Faculty Council and its relevant committee shall be pursued and appropriate recommendations made.

Membership Committee – Chair: Lindsey Mosier

This committee has the responsibility to oversee the continuous development of membership. The chair of this committee shall be responsible for the administrative function related to the nomination and election of new Staff Council members in conjunction with the Staff Council coordinator and the web-consultant from the Web Committee. This committee plans New Member Orientation held during the annual retreat. (Continuing Members ONLY for this committee.).

Rewards and Recognition Committee – Chair: Connie Anoskey

This committee shall have the responsibility of overseeing, and expansion of, the current staff recognition programs implemented by the Staff Council, as well as, the design and implementation of further rewards and recognition programs.

Special Events Committee – Chair: Kaitlin Bell

This committee will plan and/or coordinate special events that incorporate business and/or social activities relevant to Staff Council meetings.

For Approval: 9-19-18

Staff Affairs Committee – Chair: Dana Gonzales

This committee shall be responsible for monitoring the concerns of each of the classifications (whether represented on the committee or not) as well as those pertaining to all IUPUI staff; for interacting with the Human Resources Department; and for proposals and policy issues other than fringe benefits related to all staff members. One member of this committee will be designated by the President as the Human Resources Liaison and will serve on the IUPUI Human Resources Liaison Committee.

[Ad Hoc] Staff Development Committee - Co Chairs: Alicia Gahimer (grants), Patti Holt, and Rokeena Williams (mini-conference)

This committee focuses on staff development including fundraising for scholarships.

[Ad Hoc] Sustainability Committee - Chair: Becki Myers

Effectively championing the Office of Sustainability initiatives.

There were no other committee reports.

Agenda Item XI: Dream BIG

Kristy Beach

As most of you have heard, Staff Council was exclusively chosen to pilot the Dream BIG! program.

Kristy wanted to add Dream BIG! as a standing agenda item to our monthly meetings to encourage participants to share their dreams or different things they may be working on.

Kristy shared that she was working on making a t-shirt quilt for her niece. She has given herself two dates of completion. She would like to have it done by Christmas but has a fallback date in January for her niece's birthday. Kristy said she has never made a t-shirt quilt before and would most likely need some tips. A few attendees volunteered to be contacts if she needed any help.

Michelle Haug then shared that she appreciates how honest people have been and she enjoys reading what participants write on the Canvas chat site. Michelle said this group is doing a lot of good for her.

For Approval: 9-19-18

Kristy encouraged those not in the program to participate in the discussions as well, this is a pilot program that they hope to grow.

Aimee wants to publish photos from the retreat on the Staff Council website and social media accounts. She plans to have Lisa send out a release to those that attended the retreat for permission to use these photos.

Agenda Item XII: Question and Answer Period

Kristy Beach

Allison Wheeler wanted to remind everyone that student housing residents will move into their dorms and apartments on Sunday, Aug. 5, Friday, Aug. 17 and Saturday, Aug. 18. This means that there will be parking lots closed or partially closed on these dates.

There were many representatives unaware of these lot closures and that didn't receive the email from parking. Lisa advised that she would send the email in question out after today's meeting, so all are aware of the specific details. Here is the link to the [parking email](#).

There were no questions submitted.

Agenda Item XIII: Unfinished Business

Kristy Beach

There was no unfinished business.

Agenda Item XIV: New Business

Kristy Beach

There was no new business to report.

Agenda Item XV: [Action Item] Final Remarks and Adjournment

Kristy Beach

With no further business, appearing the meeting was adjourned at 3:37 p.m. The next Staff Council meeting will be September 19, 2018, at University Library Lilly Auditorium.

Minutes prepared by Lisa Elko, Staff Council Coordinator
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