



IUPUI STAFF COUNCIL

Staff Council Minutes

October 17, 2018

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

Members and Guests Present:

Kristy Beach, Kaitlin Bell, Miranda Benson, Kim Bloodgood, DoMonique Brock, Camy Broeker, Aimee Brough, Beth Chaisson, Joan Charlesworth, Jeff Creasser, Mindy Cooper, Mary Cox, Cornelia Davis-Moore, Angela DeCamp, Valerie Decker, Erin Detweiler, Chris Dobbs, Carla Ewing, Tasha Gilson, Sarah Glener, Annie Goeller, Beth Skiles, David Hanson, Patricia Holt, Lans Jameson, Andrea Janota, Rachel Johnson, Ranna Johnson, Emily Kempinski, Laura Kernodle, Mike Lulgjuraj, Hollyn Mangione, Ina McBean, Teresa McCurry, Kim Minor, Jessica Moore, Brooke Moreland, Tuan Nguyen, Tricia O'Neil, April Peigh, Rebecca Pope, Kim Richards, Julie Rodgers, Chris Rohl, Mansi Singh, Jennifer Terrell, Juletta Toliver, Allison Wheeler, Carmen Wissman and Biannca Yates.

Members Excused:

Loren Bumbalough, Jessica Darling, Michelle Haug, Mary Ann Kershaw, Alicia Libla, Lindsey Mosier, Joshua Page, Holly Thomas, Rachael Urso, Beth Young and Aaron Fields, and Cathy Zappia.

Members Absent:

Edgar Holdaway, Lodema Lines, Joseph Loveless, Kris Powell, Liza Sumpter and Terry Wilson.

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 2:05 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 September 19, 2018, SC Meeting

Kristy stated that the September 19 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 September 19th minutes were approved as written and entered into record.

Agenda Item IV: [Information Item] Remarks from the Chancellor

Nasser Paydar, *Indiana University Executive Vice President and Chancellor of IUPUI*, paydar@iupui.edu

Chancellor Paydar gave the following remarks:

Thank you to the IUPUI staff for all that they do. Last year was a great year. The fall of 2017 had the largest IUPUI freshman class and was also the brightest and most diverse. The campus also had the highest level of research ever with the campus as a whole having over \$440,000,000. Most comes through the IU School of Medicine but even setting that aside a record was set.

IUPUI has joined in an agreement with the Madam Walker Theater and Lilly Endowment enhancing the campus' community engagement. The theater is being renovated and will be available for campus use when completed.

The campus has welcomed new Deans within the new School of Education, Social Work and Herron.

IUPUI welcomed a new campus – Indiana University Ft. Wayne which will provide education in Medicine, Dentistry, Social Work and Nursing.

Twelve Annual Priorities –

These are pulled from the Strategic Plan and are all tied to members of Chancellor's cabinet. November 19th is the deadline to report findings back to the Chancellor.

- Student Success
 - Look at the way we provide financial aid and scholarship and who are we targeting
 - How to bring the graduation gap of minority students up
 - Increase need base scholarship
- Diversity and Inclusion
 - Get the pulse of the campus – conduct a campus climate survey this year, what are issues that need to be worked on?

- Research
 - IUPUI brings in more money than another place in Indiana. Asking that every school find an inspirational peer school in the country that they aspire to become – what do they do and what do we need to do to get there?
 - Are we dispersing money to faculty in an efficient way?
- Enrollment Management
 - Become more strategic in recruitment – currently we have a 7% international enrollment and a 5% domestic (outside Indiana) enrollment, there is room for growth
 - Compared to our peers we are producing a lesser amount of PhDs
- Community Engagements
 - Madam Walker Theater renovations will be completed in January of 2020. A new limited series is being developed for Netflix on Madam C.J. Walker life, starring Octavia Spencer. The Chancellor is highly interested in trying to entice Ms. Spencer to attend a premier at the theater. Challenge!! Fall 2020 – was it met?
- Leadership/Staff Development
 - All new Dean's and department Chairs will be required to go through mandatory leadership training.
 - Hope to complete the process to ensure that all staff employees are reviewed this year.
- Advancement / Gift Development at the campus level
 - The new gateway at Michigan and West is being built and will be 52ft high – everyone will know this is IUPUI. Another is being built at New York and West – both will be ready by January.
 - Money will be raised for Sculptures to enhance the campus.
- Campus Infrastructure
 - New landscaping on Michigan and New York, also on West – this will start after the gateway is completed.
 - The hope is to make things less flat, more interesting to look at.
 - Provide more food options – renovations are ongoing in the Campus Center – we are doing the best we can with the space we have.
 - A new building is being built between SL and ICTC – approved and designed, groundbreaking in the spring.
 - Look at what can be done with parking but knowing that people will probably need to walk a little farther.
- Organizational/Leadership changes and transitions

- Dean searches will be conducted in the spring for the School of Dentistry, School of Health and Human Sciences, and for the University Library. This new Dean of Libraries will now be known as the Herb Simon Dean of Library. This is significant as there are only four named Deans between IUPUI and Bloomington.
 - Liberal Arts will be searching for a new Dean next year.
 - The Ft Wayne campus has started all operations and is getting items in place.
- Welcoming Campus Initiative
 - 48 projects awarded this past year – this needs to be sustained going forward
- IUPUI 50th Anniversary
 - Activities will be held to honor our past and those who made this campus what it is.
 - Fifty Chancellor's Medallions will be awarded to those who have made us what we are.
 - Initiate more traditions. Started with a concert at the start of the semester.
 - January 24, 2019 – actual anniversary. Hope to bring together all of the living mayors who have been part of the IUPUI story.
- Communicate who we are
 - Increase advertising, put aside Hoosier modesty and talk about what we do well.

Lime and Byrd Scooters – Indianapolis is the only city to have regulated the scooters. The hope is that the upcoming cold weather will reduce numbers and help get people used to them to work toward making them safer. It is possible for the campus to put a “geo fence” around of space to block their use on campus. However this is not something that is preferred unless it absolutely becomes necessary. Students, staff and faculty should be obeying the same policies that apply to bicycles when using the scooters.

Questions –

Performance reviews- if we are to achieve excellence in research this is critical. Currently goals do not exist at the department level. How do we go about obtaining this? Much of the responsibility needs to remain at the department level however the University would like to ensure there is a process in place. Discussion should not take place only when something goes wrong. Departments will need to be able to show that there is some type of process in place and we take baby steps forward from there.

How is IUPUI being communicated to our outside audiences? A comprehensive annual report for the campus has been developed and will be available online. This will showcase the good

things that are being done at IUPUI. More advertisement will also be done both within Indiana and outside of the state.

Executive Coaching – will existing chairs also be required to go through the coaching? The plan is to start with new hires with the hope to work with existing leaders as possible. The coaching will be both web-based and in person. Will IUSM be required to adhere to the coaching as well? It may not be possible to treat all schools the same but the resources will be made available to all.

A question was asked on how the future mayoral election could affect the campus. Chancellor Paydar stated that he could not comment on this but that he meet with all candidates during the last election to share with them what was important to IUPUI. He did encourage everyone to vote on November 6th.

Yeah - today is national spreadsheet day!

A new IUPUI promotional video was shown.

Happy Birthday to Chancellor Paydar on October 31st – Halloween!

Agenda Item V: Report from the President

Kristy Beach

Kristy reported the following:

The SC Crew finished 37th of 76 teams at the IUPUI Regatta.

Zip ups are available for pickup today but you will need to know what size and color you ordered.

The Staff Council Habitat for Humanity build was discussed and a collage of photos was shared. Kristy thanked those who volunteered,

The Employee Recognition Ceremony will be held on October 18th in Hine Hall. Kristy will be presenting the Gerald L. Bepko Spirit Awards, IUPUI Carol D. Nathan Staff Council Scholarships, IUPUI Nan Bohan Community Engagement Award and the Glenn W. Irwin, Jr. M.D. Experience Excellence Awards.

The State of Campus will be presented on November 6th at 4:00 p.m. in the Campus Center Theater. All are invited to attend if possible. A reception will follow.

Fun Facts: Most Popular Halloween Costumes by the decade:

For Approval: 11-14-18

20's – Clown
30's – Mickey and Minnie Mouse
40's – Witches
50's – Hawaiian Dress
60's – Superheroes
70's – Charlie Brown & Peanuts
80's – Elvira and Hulk Hogan
90's – Power Rangers
00's – Celebrities
10's – 'Frozen' characters

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

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

Camy reported the following:

There are many great things going on for staff and all are invited to attend the Employee Recognition Ceremony tomorrow to celebrate those who make everything happen.

Spots may be opened to employees in Gateway Garage.

A new building will be built along Michigan Street in the area where the parking lot exists between SL/ICTC, east of Barnhill. This space will include collaborative space, Science, Informatics and Engineering classrooms and general inventory classrooms (hopefully to include a state-of-the-art classroom).

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

Agenda Item VII: [Information Item] 2018 Open Enrollment

Ritha Ridgeway, *Specialist, Retirement*, rridgewa@iupui.edu

The following information was provided:

The Health and Benefits fair will be held on November 1st on the 4th floor of the Campus Center and will include a prescription take back onsite presented by the School of Public Health. The Save the Date emails contain a link to a list of vendors that will be on hand, though this is fluid.

The 2018 Open Enrollment period will take place Nov 5th – 16th and the online portal will open the Friday before (late in day). Information packets will be going out next week but staff should remember that all edits/changes must be completed online. If don't receive an informational packet please refer to website.

There are no major changes this year though there will be slight increases in premiums but lower than average for the market - 7.23% across the board.

Agenda Item VIII: [Information Item] Meet IUPUI's New Talent and OD Consultant

Catherine Matthews, *Sr. Consultant, Talent and OD*, calmatth@indiana.edu

Staff should work through the proper HR channels within their department when inquiring about training to ensure all in loop.

Primary office is in Lockfield Gardens. Her phone number is 278-2271 and her email is calmatth@indiana.edu

Catherine is able, among other items, to help with development skills and leadership development. She can help teams work better and more effectively together, develop strategic plans and target needs to a particular unit.

Question for Juletta Toliver – is there a policy revision that addresses directly promoting an existing employee to a vacant position? The possibility is available to make the request but not is no automatic provision. This is looked at on a case by case basis to be fair to all who may apply. The discussion should start with the internal HR professionals to determine if the employee could possibly be a re-classed instead.

Agenda Item IX: Report from Faculty Council Liaison

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

Miriam reported the following:

The same retirement program was presented to the Faculty Council. There was a concern regarding the dental plan submitted to the IFC Fringe Benefits Committee.

The University Library Task Force and the On Demand Service Pilot were discussed.

Faculty Council will be having the Campus Conversations with Administrators & Deans later this month.

A University-level committee is being formed to make recommendations for a third rank for lecturers.

Adaptive Educational Services made a presentation to the EC on the challenges they are facing including fiscal limitations and staff work load.

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

Committee chairs (discussing committee goals/responsibilities)

Special Events Committee:

- I. Welcome – Aimee called the meeting to order at 1:06pm
- II. Meeting Time – Aimee asked if the SEC meeting could be moved to 2pm in the future. There were no objections. Lisa will see if the room is available. If not, she will send an email asking for a new location.
- III. Blood Drives This Week
 - a. Wednesday, Oct. 10, Taylor Courtyard, 10am – 4pm
 - b. Thursday, Oct. 11, MedSci Atrium, 10am – 3pm
 - c. Student volunteers are being recruited for both days
- IV. Health & Benefits Fair
 - a. Sign-up for booth coverage (sheet passed around). All time slots are full.
 - b. Post cards were sent to all SC reps
 - c. Giveaways at the SC table include: cell phone stands, pens, and lanyards
 - d. Lisa will put together 6 swag bags for hourly raffles
 - e. Will collect for Paws Pantry
- V. Holiday Party
 - a. Cookie Exchange – Aimee will mention this at the Oct. SC meeting to gauge interest. Bakers will prepackage their cookies for distribution. A name placard will be provided for baker to include their name, and the type of cookie they baked. Recipes will be collected, put in an eBook and emailed to all SC reps.
 - b. Ugly Sweaters – Attendees will be encouraged to wear an ugly sweater to the holiday party.
- VI. Community Outreach
 - a. Continued support for Paw's Pantry, breakfast & pasta shelves – Aimee posted a reminder on social media about the needs at Paw's Pantry.
 - b. Additional service projects discussion follow up: Paw's Closet, Ronald McDonald House, USO, and Indianapolis Care & Control.

Staff Council zip-ups were available for pickup. Arrangements will be made for those not present.

There were no other committee reports.

Agenda Item XI: [Discussion Item] Dream BIG!

For Approval: 11-14-18

Kristy Beach

Kristy shared the t-shirt quilt that her mom made for her when she was younger – this is the inspiration for her own project.

Other dreams shared: Finishing an MBA and starting a Master's program in January.

Agenda Item XII: Question and Answer Period

Kristy Beach

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.

Quiz for winter service project

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

Kristy Beach

With no further business, appearing the meeting was adjourned at 3:33 p.m. The next Staff Council meeting will be November 14, 2018, at University Library Lilly Auditorium.

Minutes prepared by Beth Chaisson for Lisa Elko, Staff Council Coordinator
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