



# IUPUI STAFF COUNCIL

## Staff Council Minutes

December 12, 2018

Campus Center CE 405 ~ 2:00-4:00 p.m.

**Members and Guests Present:** Connie Anoskey, Kristy Beach, Lisa Elko, Kaitlin Bell, Miranda Benson, DoMonique Brock, Aimee Brough, Loren Bumbalough, Beth Chaisson, Joan Charlesworth, Jeff Creasser, Mindy Cooper, Mary Cox, Cornelia Davis-Moore, Angela DeCamp, Valerie Decker, Erin Detweiler, Carla Ewing, Aaron Fields, Tasha Gilson, Conner Chamberlin, David Hanson, Michelle Haug, Rachel Johnson, Ranna Johnson, Laura Kernodle, Holly Mathis, 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, Kim Richards, Chris Rohl, Mansi Singh, Beth Skiles, Heather Staggs, Liza Sumpter, Holly Thomas, Rachael Urso, Allison Wheeler, Terry Wilson, Carmen Wissman, Biannca Yates, Beth Young, Cathy Zappia, Margie Ferguson, Margie Smith-Simmons, Mark Volpatti, and Juletta Toliver.

**Members Excused:** Ed Holdaway, Patti Holt, Jessica Darling, Sarah Glener, Lans Jameson, Mary Ann Kershaw, and Julie Rodgers.

**Members Absent:** Kim Bloodgood, Andrea Janota, Mike Lulgjuraj, Ina McBean, and Nicholas Tabor.

### Agenda Item I: Welcome and Call to Order

Kristy Beach, *President*, [beachka@iu.edu](mailto:beachka@iu.edu)

IUPUI Staff Council President Kristy Beach called the meeting to order at 2:08 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 November 14, 2018, SC Meeting**

Kristy stated that the November 14 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 was a change noted and the change has been made and the revised minutes have been placed in the box account. With that, the November 14 minutes were approved as written and entered into record.

### **Agenda Item IV: Update from the Senior Associate Vice Chancellor for Academic Affairs** Margie Ferguson, *Senior Associate Vice Chancellor for Academic Affairs*, [mferguso@iupui.edu](mailto:mferguso@iupui.edu)

Margie reported the following:

Margie provided an update on the promotion and tenure review for our campus. She said there are 145 cases and that is the most they've ever had. There are fewer controversial cases though so that is nice. The School of Medicine had the most cases followed by the Schools of Science and Liberal Arts. Orientation with all the schools that make up the committee will begin in Jan. and hopefully their work will conclude by Feb. Margie said if there are any issues on their end or if you have heard anything to reach out to her.

Rachel Applegate and Gina Gibau, both from Margie's office, are working to have diverse search committees for faculty appointments starting with hiring in January. A brief cover sheet will be introduced before the vacancy in PeopleAdmin. This won't really change the process and will not contradict what OEO does it will actually compliment and will help get diverse individuals and get a broad pool of candidates. Deans have already signed off on this new practice. If you are already completing this process then it will only take a few additional minutes. If you are not then it may require a consultation with Gina.

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

### **Agenda Item V: Report from the President**

Kristy Beach

Kristy reported the following:

IUPUI Holiday Night was last weekend at the Children's Museum and we had so many interested Staff Council members that we ended up purchasing 20 tickets. Kristy asked if anyone wanted to share their experience. Several people shared that it was well thought out, the food was good and how much FUN they had!

MLK Dinner tickets have been purchased (two student and two staff). If anyone is interested in attending, please let Lisa know. Sunday, January 20<sup>th</sup> at 5:30 pm at the Indiana Roof Ballroom, it is the 50<sup>th</sup> Annual Celebration dinner. *Update: tickets are spoken for!*

December Grants – 19 grants received – getting close to our 50 goal for the year! Last December we received only 8 applications.

Staff Council Sponsorship night at IUPUI Basketball game – January 26<sup>th</sup> 1pm at the Coliseum. This is also the 50<sup>th</sup> Anniversary celebration at the men's game – 50<sup>th</sup> attire is encouraged! Staff Council will have 20 tickets available for this game as part of our sponsorship with Athletics. Lisa will send out an email after the holidays to gauge interest. If we have more than 20 people interested we will purchase additional tickets.

The 50<sup>th</sup> Anniversary for WBB is on Saturday, January 19<sup>th</sup> at 2pm at The Jungle.

IUPUI 50<sup>th</sup> Birthday Bash – January 24<sup>th</sup> all day at the Campus Center. There will be games, entertainment, exhibits, a little history, and a lot of cake!

This is the last week to enroll for payroll deduction for the IUPUI United Way Campaign– deadline is Friday, December 14.

IUPUI Night at the Pacers is February 9<sup>th</sup> against the Cavaliers. If you order your tickets online by January 9 you will receive a co-branded IUPUI/Pacers hat.

Lee Stone (former President of SC) is leaving the University. They are having a farewell party for him on Friday, December 14<sup>th</sup> from 3 – 4 at Lockfield in the 4<sup>th</sup> floor training room. Thank you Lee for your service to the University and Staff Council!

Kristy's Fun Facts: 10 Best Children's Books of all time

1. Goodnight Moon by Margaret Brown (1947)
2. The Very Hungry Caterpillar by Eric Carle (1969)
3. Where the Wild Things Are by Maurice Sendak (1963)
4. The Cat in the Hat by Dr. Seuss (1957)
5. Charlotte's Web by E. B. White (1952)
6. Harold and the Purple Crayon by Crockett Johnson (1955)
7. Charlie and the Chocolate Factory by Roald Dahl (1964)
8. Little Women by Louis May Alcott (1880)
9. Harry Potter and the Philosopher's Stone by J. K. Rowling (1997)
10. The Chronicles of Narnia: The Lion, the Witch and the Wardrobe by C.S. Lewis (1950)

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

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

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

Camy was unable to attend the meeting today but Margie Smith-Simmons, *AVC for Finance and Administration*, was in attendance and talked about the [Busy Campus Busy Streets](#) campaign and IUPUI's [Campus Safety](#) website.

Margie gave the following update on the Pedestrian Safety Campaign:

- Over the winter months you will see coffee sleeves with the Busy Campus Busy Streets branding.
- Safety teams will be handing out buttons again in Jan. & Feb. to give positive reinforcement to those using the crosswalk and adhering to the traffic signals properly.
- Rack cards will continue to be displayed across campus.
- Margie encouraged everyone to take the pedestrian safety pledge and have their name listed on the [pledge wall](#). She said for all that do she will bring a nifty tattoo/sticker to next month's meeting.
- She shared the public safety action plan that was presented to the Indpls. Dept. of Public Works:
  - Engineering – lower speed limit to 25 mph around campus, have dedicated left turn lanes on campus, no turns on red, delayed traffic signals, look into scramble lights, the timing of the hawk signals, make sure that the signage is the same at all the hawk lights, having audible signals, and all automatic change vs. a push button at crosswalks.
  - Education- Busy Campus Busy Streets campaign is working with everyone on campus about pedestrian safety.
  - Enforcement – IUPD is handling this with: motorcycles for police officers for pedestrian safety and accidents. Handing out flyers and educating those that are stopped for any violations.

The ordinance proposal was presented on Dec. 3 to lower the speed limit and to include IUPUI in the no turn on red which wouldn't have normally included us because we are not in the mile square but it was extended to include us. Ben Hunter will represent IUPUI this Thursday at the Dept. of Public Works.

Margie also wanted to showcase the Campus Safety website. This was a website created so that you can go to one location to find the information that you need. She said that all the information on this site is also located/housed somewhere else but wanted to make it easier for people to get help/answers easily and quickly by going to one site. She pulled up the website to show a visual of what, how, and where to locate information.

Margie also talked about the [50<sup>th</sup> Anniversary Event Fund](#) and that there is only around 10k left to fund proposals. If you have any 50<sup>th</sup> anniversary events that you want funding for and your event meets the guidelines, get your application submitted before the funds run out!

Mark Volpatti, *Associate Vice Chancellor for Auxiliary Services*, was also in attendance to discuss parking concerns and the Campus Center Food Court renovation.

We have developed a working plan for this project regarding parking - understanding that there is probably not anything that we can do that will make everyone happy. :)

We are planning on converting student spaces to employee spaces in the surface lot east of the Gateway Garage and in the surface lot west of the Law School. There is also availability in the North Street and Blackford Street garages if anyone wants to convert to a garage permit. During construction, we are planning on converting the Gateway Garage to a shared student and employee garage.

We will continue to monitor activity during the project.

I do realize that disruption of normal activities can be frustrating and we will do our best to minimize these to the extent possible.

Any questions:

- How will students know that about this change? There will be communication sent to students. We hope to have a long term parking idea by spring.
- There is a missed opportunity with all of the motorcycle spots. Could those be allocated as regular parking spots? Mark said he would look into.
- Allowing parking in garages w/o paying extra in the interim, has that been considered? Mark will look into.
- Wasn't this parking lot just redone? Yes. Are they going to repurpose the trees? Yes, if they can be.
- Can there be more stops for the shuttles? Mark said we can look at that.
- Can someone look into the capital planning/budgeting when a new building is built that parking be considered as part of the project.
- Can any of the garages be added onto? The architecture of the garages would not be sound or support an addition.

Mark said that you can email him, Sherri Eggleton or Camy with additional parking questions.

Mark wanted to update on the Campus Center Food Court renovation.

The Food Court will be closed until January 3<sup>rd</sup>. The first phase is almost complete.

Next month will bring the opening of The Market, a convenience store with take-away lunch options, and the closure of Outtakes, which will be the future home of Simply Puur. That eatery

will concentrate on healthy, sustainable, vegetarian and vegan options and is expected to open in early March. Crisp, a restaurant specializing in salads, will then be taken offline.

Questions:

- Will there still be baked potatoes? Yes, they will be available at tower dining only.
- When will Panda Express be open? It will be here in the fall of 2019.

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

### **Agenda Item VII: Report from Human Resources Administration**

Juletta Toliver, *Senior Director for Human Resources*, [jtoliver@iupui.edu](mailto:jtoliver@iupui.edu)

Juletta reported the following:

Juletta would like to request more time on the agenda at an upcoming Staff Council meeting to discuss the following two topics:

1. Performance Management
  - a. is a critical component of the employee/supervisor relationship. The process of performance management is imperative for the success of the individual, manager and IUPUI.
2. The move from PeopleAdmin to PeopleSoft (staff only).

Lisa will reach out to Juletta to get this scheduled.

Juletta wanted to offer an update on the Health and Benefits Fair. This year it was on a Thursday and was noted as the best attendance in a decade. There was positive feedback from the vendors. Vendors brought 1000 giveaways/brochures and ran out.

MyVoice@IU is a continuous process at Indiana University to increase staff employee engagement and ensure IU remains a workplace of choice. There are 340 action plans in motion.

### **Initiative Objectives:**

- Collect feedback from staff employees on how they feel about working at IU: whether they feel valued, if they feel their contributions matter, and the level of pride in their work.
- Empower the organization, leadership, and teams to determine ways to improve the employment experience at IU.
- Provide helpful change management tools, resources, and guidance to leadership, managers, and teams to act upon results and improve work experiences.
- Help establish IU as a best place to work.

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

### **Agenda Item VIII: Report from Faculty Council Liaison**

Miriam Murphy, *Director, Ruth Lilly Law Library*, [mimurphy@iupui.edu](mailto:mimurphy@iupui.edu)

Miriam was unable to make the meeting today but provided the following written report on behalf of IFC:

- IFC has a committee updating the Code of Student Rights, Responsibilities and Conduct
- IFC continues to participate in process to create a new 3<sup>rd</sup> tier rank of lecturer for all of IU
- All IUPUI Research Deans will be submitting research reports and participating in a research summit on February 11. The goal is to have more inter-school collaboration and from-the-ground-up support for new larger research initiatives. At this time, the School of Medicine will not be participating in this initiative.
- IU University Faculty Council (UFC) voted to have a Policy Review Committee (Kiply Drew is the chief IU Policy Officer behind this initiative) – this is a separate committee from the policy streamlining committee.
- UFC voted to combine the Conflicts of Interest Policies
- Executive Vice Chancellor Johnson is encouraging participation in the White Racial Literacy Project (the project was highlighted in a recent campus newsletter). They are looking for ways to move forward in supporting diversity.

### **Agenda Item IX: Standing, Ad Hoc, and Other Standing or University Committee Reports**

Committee chairs (discussing committee goals/responsibilities)

#### **Special Events Committee:**

1. Call Meeting to Order – Aimee called the meeting to order at 2:05pm
2. Old Business
  - a. Health & Benefits Fair Wrap Up
    - i. Number of stubs turned in – 391. Mary Cox had 33 stubs.
    - ii. Engagement – Ideas were discussed for SC reps to better communicate with their constituents. Aimee will ask the Communications Committee and the Staff Affairs Committee to work on other ways to engage with staff.
    - iii. Changes for Next Year – Distribute post cards earlier. Implement new ideas to engage staff with their SC reps.
  - b. Venues for Retreat – Discussed options previously presented: IMA, Montage, Top Golf. Added Dave & Busters, Industry. Aimee will follow up on pricing and availability for Industry. Activities to celebrate the 40<sup>th</sup> IUPUI Staff Council anniversary were discussed, need more research.

- c. Swag for Retreat – Several people showed interest in attending the Bright Ideas Open House in early spring.
- 3. New Business
  - a. Holiday Meeting/Party
    - i. Sign-ups – all slots are full. A reminder will go out two days prior to the meeting
    - ii. Books – Lisa will send a reminder to SC reps for Paw's Pantry and book donations. . Kaitlin will follow up with the rep from USA Insulation to pick up the books on 12/12.
    - iii. Paw's Pantry – A wagon will be available for donations.
- 4. Adjourn Meeting – Aimee adjourned the meeting at 3:00pm

Next meeting: January 8, 2019, 2:00pmAD 4043

Michelle Wagoner attended the SC meeting to pick up our book donations for the Little Free Libraries drive. Please read her thank you message below:

"I wanted to reach out to you and thank you and the entire IUPUI Staff Council for collecting and donating books for the Little Free Libraries. Please see the information below if anyone else wants to drop off books. Also, I'm including the link to the Little Free Library organization in case anyone is interested in becoming a steward of one being built. This link may help answer any questions about how to maintain a library if anyone is interested in adopting one of the 100 being built. I will get back with you tomorrow once the books are counted."

"Again, thank you so much for collecting books for our Little Free Libraries and promoting literacy!"

**UPDATE:** "I wanted to let you know that I counted the books this morning. Drumroll please..... you collected **923 books**! Most of these books brought back memories from when I was a child or when my daughter was little and I was reading to her. Many wonderful books such as Magic Tree House series, Hardy Boys, Babysitters Club, Amelia Bedelia, Boxcar Children, Clifford the Big Red Dog, Disney, Dork Diaries, Diary of a Wimpy Kid, and I can read books. The 2 girls in my neighborhood were so excited to see all of the books and can't wait to go through them and add the Little Free Library stickers. They have been such a big help!! Thank you again!"

This is the link to my Little Free Library page for updates on the rebuild:

[https://www.facebook.com/Little-Free-Library-22997-424653081396722/?modal=admin\\_todo\\_tour](https://www.facebook.com/Little-Free-Library-22997-424653081396722/?modal=admin_todo_tour)

<https://littlefreelibrary.org/>

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If you missed the book collection at the meeting you can drop books off at the following sites:

USA Insulation

2101 W US 40

Greenfield, Indiana 46140

Advanced Limousines

8614 Southeastern Ave

Indianapolis, Indiana 46239

Arby's

2130 E County Line Road

Indianapolis, Indiana 46227

### **DEI Committee:**

#### **DECEMBER 2018**

2-24                      Advent - Christian

3-10                      Hanukkah - Jewish

*This is the [eight-day Jewish festival of lights](#), which celebrates the Maccabean revolt in Egypt. Eight candles are lit with a menorah to honor the holiday.*

6                          Saint Nicholas Day – Christian

*This holiday honors the birth of Saint Nicholas, the saint who serves as a role model for gift-giving and is [commonly known as Santa Claus](#), according to Interfaith Calendar.*

8                          Bodhi Day (Rohatsu) – Buddhist

*Rohatsu is Japanese for "eighth day of the twelfth month." December 8 has come to be the day Japanese [Zen Buddhists](#) observe the [enlightenment](#) of the [historical Buddha](#).*

Immaculate Conception of Mary - Catholic Christian

*In the lead-up to Jesus' birthday celebration on Christmas, Catholics celebrate the day of Immaculate Conception to honor his mother Mary, who they say was preserved from original sin [for her entire life](#).*

13                          St. Lucia's Day (Swedish)

*St. Lucia's day, [festival](#) of lights celebrated in [Sweden](#), [Norway](#), and the Swedish-speaking areas of [Finland](#) on December 13 in honour of [St. Lucia](#) (St. Lucy). One of the earliest Christian [martyrs](#), St. Lucia was killed by the Romans in 304 CE because of her religious beliefs.*

12                          Feast day - Our Lady of Guadalupe - Catholic Christian

*This is a primarily Catholic holiday celebrated by Mexicans and Americans of Mexican descent that honors the reported appearance of the [Virgin Mary in Mexico City](#), according to Interfaith Calendar.*

For Approval: 1-16-19

16-25 Posadas Navidenas - Hispanic Christian

*This is a primarily Hispanic Christian holiday that commends [Mary and Joseph's journey to Bethlehem](#) to give birth to Jesus, according to Interfaith Calendar.*

21 Solstice

*Solstice is the point in the year "when the earth is most inclined away from the sun. It is the most southern or northern point depending on the hemisphere," according to Interfaith Calendar. Pagans and Wicca believers will celebrate that event through Yule, in which believers also honor "[the winter-born king, symbolized by the rebirth of the sun](#)," Interfaith Calendar explained.*

Yule - Litha - Wicca/Pagan

*Yule, (pronounced EWE-elle) is when the dark half of the year relinquishes to the light half. Starting the next morning at sunrise, the sun climbs just a little higher and stays a little longer in the sky each day. Known as Solstice Night, or the longest night of the year, the sun's "rebirth" was celebrated with much joy. On this night, our ancestors celebrated the rebirth of the Oak King, the Sun King, the Giver of Life that warmed the frozen Earth. From this day forward, the days would become longer.*

Saint Thomas the Apostle – Christian

Yule - Christian

24 Christmas Eve - Christian

25 Christmas – Christian

*Christmas is a primarily Christian holiday that celebrates the birth of Jesus Christ. Many will attend [church, have family parties and exchange gifts](#), according to Interfaith Calendar.*

Feast of the Nativity - Orthodox Christian

26 Zarathosht Diso (Death of Prophet Zarathushtra) - Zoroastrian

*Unlike many of the other holidays in the month, Zoroastrians [honor the death of their prophet](#), Zarathustra, who founded Zoroastrianism, one of the world's oldest monotheistic religions.*

Boxing day or St Stephen's Day – Christian

*In the [liturgical calendar](#) of [Western Christianity](#), Boxing Day is the [second day](#) of [Christmastide](#),<sup>[1]</sup> and also [Saint Stephen's Day](#).<sup>[2]</sup> It is also celebrated as Saint Stephen's Day in Ireland<sup>[3]</sup> and the [Catalonia](#) region of Spain.<sup>[4]</sup> In some European countries, such as Hungary, Germany, Poland, the Netherlands, and Scandinavia, 26 December is celebrated as a Second Christmas Day.*

26-January 1 Kwanzaa

*As an African American and Pan-African holiday celebrated by millions throughout the world African community, Kwanzaa brings a cultural message which speaks to the best of what it means to be African and human in the fullest sense.*

28 Holy Innocents – Christian

*Christians solemnly honor the [deaths of children killed by King Herod](#), who was attempting to kill Jesus, according to Interfaith Calendar.*

For Approval: 1-16-19

30 Holy Family - Catholic Christian  
*Catholics use this day to honor [Jesus, Mary and Joseph](#), according to Interfaith Calendar.*

31 Watch Night – Christian  
*For Watch Night, Christians will thank God for the safety they received [during the year](#), according to Interfaith Calendar.*

Jan. 24: Rohatsu (Bodhi Day) — Buddhist  
*This holiday celebrates the historical Buddha's decision and vow to sit under the Bodhi tree until he reached spiritual enlightenment. It's celebrated through meditation and is embraced similar to how Christians celebrate Christmas [to honor Jesus Christ](#).*

There were no other committee reports.

**Agenda Item X: [Discussion Item] Dream BIG!**

Kristy Beach

Kristy shared that she is making good progress on her t-shirt quilt.

Connie Anoskey became a master gardener.

Angela DeCamp will be having an art show in January. If interested in attending and supporting Angela, please see details for her art show: The art will be up for the month at [New Day Craft!](#) Here's [Angela's website](#) for more info on her work.

Open House is:

Friday January 4<sup>th</sup>, 6pm – 8pm

1102 Prospect Street, Indianapolis, IN 46202

Lodema said that she will be facilitating 2 vision board sessions.

Lindsey purchased a bathtub to complete an ongoing bathroom renovation.

Several Dream BIG! participants are excited about the accountability partnerships that are forming so that they keep focus, stay on-task, and encourage and motivate each other.

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

Kristy Beach

There were no questions submitted.

For Approval: 1-16-19

**Agenda Item XII: Unfinished Business**

Kristy Beach

There was no unfinished business.

**Agenda Item XIII: New Business**

Kristy Beach

There was no new business to report.

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

Kristy Beach

With no further business, appearing the meeting was adjourned at 3:03 p.m. The next Staff Council meeting will be January 16, 2019, at Campus Center CE 405.

Minutes prepared by Lisa Elko, Staff Council Coordinator  
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