IUPUI Staff Council (SC)  
Minutes  
June 21st, 2017 ~ Campus Center CE 405 ~ 2:00-4:00 p.m.

Members and Guests Present: David Adams, Kristy Beach, Kaitlin Bell, Theresa Bell, Michelle Benberry, Aimee Brough, Loren Bumbalough, Lana Burt, Emily Clossin, Lainna Cohen, Ashley Burelison, Mary Cox, Cassie Craft, Gary Curto, Beth Chaisson, Francine Epperson, Margie Ferguson, James Fiddler, Alicia Gaither, Emily Garrott, Erin Gladstone, Shelanda Graham, Barb Hanes, David Hanson, Marj Hopper, Lans Jameson, Cynthia Johnson, Laura Kerndole, Jim Klenner, Lauren Lauzon, Rocco Mazza, Deb McCullough, Lindsey Mosier, Teresa McCurry, Miriam Murphy, Scot Orr, Greg Rathnow, Tim Roach, Chris Rohl, Adam Siurek, Kurt Snyder, Heather Staggs, Nicholas Tabor, Rachel Urso, Etta Ward, Louise Watkins, Mary Westerbeck, Allison Wheeler, Liz Whitaker, Emily Wren, Beth Young, Pat Rhodes, Rocco Mazza, Deb McCullough Kim Coles, Scott McIntyre and Cathy Zappia.


Agenda Item I: Welcome and Call to Order  
Jim Klenner

IUPUI Staff Council President Jim Klenner called the meeting to order at 2:01 p.m.

Agenda Item II: Adoption of the Order of Business for the Day  
Jim Klenner

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

Agenda Item III: [Action Item] Approval of Minutes of the May 17th, 2017, SC Meeting  
Jim stated that the May 17th minutes had been sent out and placed in the box account. He had one revision that was shared with Lisa. With that the May 17th minutes were approved as written and entered into record.

Agenda Item IV: Update from the Associate Vice Chancellor for Facilities
Emily Wren, Associate Vice Chancellor for Facilities, ewren@iupui.edu

Emily reported the following: Next phase of Michigan St. will begin at the end of June. Keep eyes open for switching of traffic around Blackford Street. Call trouble line 8.1900 if you encounter any issues. Masses amount of work on West St. with underground signal and telecommunication lines - through Sept. Traffic alert is the best way to stay up-to-date on all campus issues. April Mantel (almantel@iupui.edu) is the contact person for traffic alert listserv. Timing is still the end of the year for the completion of the Michigan St project, weather permitting.

IU Health has received permission to lease space in old Primary Care building to renovate space in Riley, approved by the Board of Trustees. Non-hard medicine clinics.

Cameras will be installed for the police department to assist with ADA issues.

Some signals will be audiblized, working with Bosma Enterprises. Not all pedestrian crossings should be signalized. They are based on traffic, sounds, etc. Communicated our findings with the city. Not required by ADA but will install in certain areas based on recommendations.

Redwood slats from the parking garages will be made into furniture and hope to have those on display soon. These were made by the People for Urban Progress.

Relandscaping along Michigan St, developing plots on gateways to identify where city ends and campus begins.

Installation of video cameras, not sure where/if they have been installed.

Concrete work will be delayed for this summer.

Mobile meter parking app to be added on campus.

University Library is getting a new roof, repair the stairs. The stairs at Taylor Hall will also be repaired. Hine Hall getting new furniture in the Informal Learning Space.

Traffic and Transportation Consultant meeting regarding pedestrian, bicycles, transportation issues.

General inventory classroom projects, on schedule.

Q&A - Jim asked about Michigan St, improperly labeled lanes. Emily agreed and suggested contacting Chris Mahalek with Environmental Health and Safety.

RE: Finding buildings, with name and numbers: new mapping/real time campus will be able to identify the building and parking. Google's next mapping focus area is going to be parking.

New York - hawk parking crosswalk, the median planting makes it difficult for cars to see pedestrians with the tall grass.
Student parking – per semester vs. per month? Enterprise Parking Management Team – trying to sync the administrative systems.

Comment - Thank you for opening the extra garages this summer for parking.

IU ETC building – IU Foundation has purchased the building, currently only one tenant. Parking lot will be assigned for IU Staff. School of Medicine plans to fill building in the future.

**Agenda Item V: Report from the President**
Jim Klenner

Jim reported the following: Received an email regarding the BackPack Attack, School Supply Drive. Information was included on the agenda. Contact Karen Jones to volunteer or for more information.

Elections will be forthcoming.

Retreat will be next month.

**Agenda Item VI: Report from Human Resources Administration**
Deb McCullough, Manager, Transaction Processing, ddmccull@iupui.edu

Deb reported the following:

Talent Acquisition had a rapid redesign. New Director of Talent Acquisition, Tom McMahon. Put together a program with recommendations on the following topics:

- Diversity
- Employment Value
- Position Creation
- Recruiting Strategy
- Assessment Selection
- Onboarding, background check

Chancellor Paydar, Brad Wheeler, Karen Adams, Kokomo Campus Dean, John Applegate, etc. Recommendations presented to group but have not been released to the public yet.

Position Management needs to go through the Edoc processing rather than via email. All requests need to go through Edoc system to maintain a point of control. Same process behind the scenes. salaryiu@iu.edu For main compensation email questions

www.hr.iu.edu – Compensation page, Job/Position Classification

Question – PeopleAdmin requests are being sent to Bloomington. May be due to summer/vacation.
Juletta had previously mentioned a FAQ about the Paid Parental Leave. Here is the link for the FAQ page: http://hr.iu.edu/relations/parental-leave-faq.html

**Agenda Item VII: Report from Faculty Council Liaison**

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

Miriam reported the following: Crimson Card changes from the library perspective - The cash-to-card machines are going away, in one week. The University partnered with Visa/MasterCard - and agreed to charge the same fees. $2.50 fee. Students can avoid the fee by adding money at the beginning of the semester with the bursar office. The employee payroll deduction option on the Crimson Card was going to be removed but Camy fought for it and it is being kept.

A Graduation Committee is meeting looking how to improve the graduation experience for students, parents and faculty. Shortening the time required for the ceremony, splitting it up, changing the date, speakers, etc. Participation has been lower than desired at the campus wide ceremony. Committee is also looking for speakers. Please send names of speakers to either Lisa or Jim.

RCM is still in review. Report has been crafted, not sure if it has been made public.

Communication regarding the Engaged Learning are now all under Jay Gladden.

The Testing Center operations is being moved from under Stephen Hundley to the Center for Research and Design.

Jim asked about 6-digit number that was on the old Jagtag – new card has a longer number. Card now has to be physically touching readers which makes it difficult for those in lab coats.

**Agenda Item VIII: Update from the Senior Associate Vice Chancellor for Academic Affairs**

*Margie Ferguson, Senior Associate Vice Chancellor for Academic Affairs, mferguso@iupui.edu*

Margie reported the following:

Summer is planning time. A two-hour training session this morning about the P&T process. Planning new faculty welcome sessions and orientation for new associate faculty. Hoping to move informational sessions online for new associate faculty which available on Canvas.

**Agenda Item IX: [Information Item] ISE Leadership Project–Onboarding Survey**

*Kimberly Coles, kimgilbo@iupui.edu and Scott McIntyre*

Year-long workshop to become better leaders and supervisors. Each group has to do a leadership/service project. This group has created a survey for supervisors and employees to complete. Information gathered will help determine what programs/training should be offered.
Asking SC for help in completing the survey to send out with a 30-day turnaround to compile data for their August meeting. Survey will be sent to Lisa Elko to disseminate.

**Agenda Item X: Executive Committee Election Results**

Jim Klenner

Kristy Beach shared the results from the Unit Election Results.

Jim reported the following results from the executive committee elections:

Member at Large:
Etta Ward
Mansi Singh
Tuan Nguyen

Corresponding Secretary:
Beth Chaisson

2nd Vice President:
Lindsey Mosier

President-Elect
Kristy Beach

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

**Ad-hoc Staff Development Committee:**

The IUPUI Staff Council held the 3rd Annual Staff Development Mini Conference, *Star Staff: The Talent Awakens* at the IUPUI Campus Center on May 26. Staff members from throughout the university were invited to attend, 200 staff participants took part in this year’s event. The Staff Development Committee team involved in this year’s event included Susan Bradley, Caitie Deranek Stewart, Renita Evans, Alicia Gahimer, Patricia Holt, Lindsey Mosier, Scott Orr, and Tim Roach.

The program included a welcome from President of Staff Council, Jim Klenner, and Chancellor of IUPUI, Nassar Paydar. A full list of the presenters is provided below.

Main speakers:
- Tom McMahon, Director of Talent Acquisitions IU, presented *Creating Your Own Destiny: Why You Get Out Of Bed In The Morning*
- Brian Kremer, *Knowing You Are Capable: Strategies to Improve Your Career Positioning & Find The Best Fit For You*
- Stephen Hundley, Senior Advisor to the Chancellor & Professor of Organizational Leadership, *Qualities of Senior Leaders in Organizations: Purpose, Passion, and People*

Break Out Sessions for the event:
• Kimberly Bloodgood, Director of, presented Developing Comradery
• Sean Southern, MBTI & Work: Discover Your Path In The Force
• Dan Griffith, Managing Critical Conversations with Respect, Civility and Tact
• Shawnte Elbert, 8 Dimensions of Wellness for Success Building
• Lauren Pena, Sarah Rathbun, and Larry Smith, Social Capital- Networking, mentoring, Sponsorship, LinkedIn, and Talent Acquisitions
• Gabrelle German, Dan Griffith, and Lindsey Mosier, Go Rogue: When, Why & How

Presentation materials are available on the IUPUI Staff Council website at http://dev20.fiad.iupui.edu/star/star.asp

At this time we have received ~90 evaluation responses. If you or your constituents were able to attend and have not already done so, please complete the evaluation at https://iu.co1.qualtrics.com/jfe/form/SV_eVx8i0YDtcWR0GN

Evaluation response information will be made available, via box, for anyone interested in reviewing the feedback that is received.

Special Events Committee:

I. Next Blood Drive – Wednesday, July 19, 2017 – Dotti Laas from the Indiana Blood Center will be sending out more information to share with campus
II. 2017 Retreat – Woodstock Club, July 21, 2017
   a. Agenda – Finalized, sent to Lisa Elko for forward to vendor to print
   b. Give-away items – Kaitlin will be picking up a box from Michelle Benberry to add to the gift bags for SC reps
   c. Activities
      i. Photo booth - confirmed
      ii. Painting – Margie Beiswanger - confirmed
      iii. Benefits of Chocolate – Steven Lalevich - confirmed
      iv. Croquet – provided by Aimee Brough
      v. Corn Hole – provided by Kristy Beach
   d. Speakers –
      i. Lorrie Brown, Office of Community Engagement – confirmed
      ii. Charlotte Westerhaus-Renfrow, Kelley School of Business – confirmed
      iii. Damon Spight – confirmed
   e. To Do List
      i. Kahoot! activity – Kaitlin & Kristy will meet to develop
      ii. Name Tags – Aimee Brough wil create nametags based on RSVP responses
      iii. Table Numbers – Kaitlin will make table signs
      iv. PowerPoint – Kaitlin will create powerpoint to run at beginning of day

There were no other committee reports.

Agenda Item XII: Question and Answer Period
Jim Klenner
Outtakes: Jim spoke with Jessica Davis who suggested speaking with Blake from Food Services. He said they partner with campus missions where they take extra food once a week to missions. Blake mentioned contacting Food Services if you would like to assist with this matter.

**Agenda Item XIII: Unfinished Business**
Jim Klenner

There was no unfinished business.

**Agenda Item XIV: New Business**
Jim Klenner

There was no new business brought forth.

**Agenda Item XV: Final Remarks and Adjournment**
Jim Klenner

With no further business appearing, Jim handed the gavel to Kristy to officially adjourn the meeting at 3:11 p.m. The next Staff Council meeting will be August 16th, 2017, at Campus Center CE 405.

Minutes prepared by Kristy Beach for Lisa Elko, Staff Council Coordinator
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