

Staff Council Minutes

March 15, 2023 ~ 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, Cody Breault, April Briggs, Kim Burrows, Beth Chaisson, Tina Cochran, Teodora Durbin for Mindy Cooper, Brooke Creech, Valerie Decker, Amber Delp, Kevin Tamosaitis for Emily Dunham, Tricia Edwards, Connie Ely, Stacy Files, Sarah Frigo, Alicia Gahimer, Ranna Johnson for Jennifer Gilles, Lauren Gronke, Todd Grooten, Robyn Hart, Bernetta Hartman, Taylor O’Day for Carolyn Hasser, Lindsay Heinzman, Sarah Herpst, Bryce Hockman, LaVerne Johnson, Curtis Kester, Todd Kirk, Jenna Machunas, Anne McGee, Sarah Glener for Margaret Miley, Dawn Molnar, Todd Morton, Tre Quarles, Kim Richards, Dawn Roberts, Jeanne Rushin, Mary Beth Ryan, Ryan Schafer, Diana Sims-Harris, Heather Staggs, Brian Starkel, Robin Tew, Amy Treat, Melissa Vastag, Kevin Walsh, Terry Wilson, Camy Broeker, Andrew Klein, Tammy Leone, Asha McCauley, Taylor O’Day, John Russell, Tom Stucky, and Juletta Toliver

**Members Excused:** Mindy Cooper, Emily Dunham, Jennifer Gilles, Jennifer Mahoney, Margaret Miley, Shomita Steiner

**Members Absent:** Jessica Darling, Katie Grace Jackson, Evelyn Safder

# Agenda Item I: Welcome and Call to Order

Heather Staggs, *President*, hstaggs@iupui.edu

# 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 February 15, 2023, SC Meeting

# Heather Staggs

# Minutes were approved with one revision moving person marked excused to present.

# Agenda Item IV: [Information Item] Remarks from Interim Chancellor Klein

Andrew Klein, *Interim Chancellor of IUPUI*

* Trying to provide consistent remarks to leadership groups across campus, so these remarks will be almost identical to other talks given to alumni groups, IFC, and President Whitten. The point is everyone is getting the same information, nothing is behind closed doors.

Campus Planning

* Making real progress with campus alignment including the plans for 2024. With regard to strategic planning, we’ve submitted our tentative final plan to the President’s office last week and we are right on schedule with the broad plan at the moment. As we move toward the launch of the plan, we hope to share how we can work together to achieve our new strategic goals in the future.
* Vision 2024: most should be up to speed on what’s happening logistically. We talked about this in September, but here’s a run down.
	+ Over the course of the year there have been 10 task forces focusing on the issues necessary to lead trustees to a position where they can finish the realignment process that will create IUI in Fall 2024. Final committee plans will be submitted at the end of March.
* Budget proposal
	+ Legislative component to this process: IUPUI is here because state, city, business, academic leaders were looking for a way to create an academic campus that would serve the state and surrounding communities. This realignment is in the same vein. From the beginning IU has indicated that we are enthusiastic to serve the community but we need support from the state to do so. We have a really strong team of leaders from IU involved in this process, speaking with legislators and seeking funding for this process. IU also has this campus at the top of its priority list at the moment. Getting a lot of optimistic vibes from state legislature at the moment.
	+ Also planning budget here on campus and across the university. Over a month of meetings, recently concluded campus budget hearings with leadership from each school which Andy has been working on with Camy. There’s some really good work being done at the school and unit level as well as at the university level.
		- Key points from Andy’s presentation on behalf of campus- shared some of the headwinds we are facing on this campus relating to enrollment issues, information on increased numbers from this spring that are encouraging. We’ve implemented a series of budget cuts ~$17 million across the board, planning conservatively for the future, changing how we use resources in the enrollment management office to maximize how we bring students to campus, working on getting dual enrollment with Ivy Tech, looking at student retention and persistence. Expansion of the Indiana Achieves program to provide last dollar scholarship help to those who need financial help getting to graduation. Established a new student mental health council under Eric Weldy. Trying to address the academic issues especially in the School of Science/Math Dept to reduce DFW rates. Staff and faculty initiatives to address problem of students not having a sense of community including the Bridge program.
* Student success
	+ This is center stage for the next month or so. Hosted the 22nd annual Jagathon recently to raise money for Riley Children’s Hospital- Pediatric Research.
	+ End of march is the 10th anniversary of the DEEP program (look this up).
	+ In the midst of a series of student recognition events like Top 100 and Elite 50 leading up to graduation.

Questions?

* Can you speak directly to the request IU made to the government about the budget, do you have line items? It seems like there have been a lot of items supporting the school of science etc.
	+ There is a request for a base budget to make sure we support all enterprises on campus. As we move forward with the realignment there is a spotlight on School of Science and Technology since they are the ones with the most change, going from IUPUI to Purdue degrees. Anything that you see online that seems specific to science and technology is important, but is not meant to exclude the other areas on campus. We are still a proudly comprehensive educational institution.
* Do you have a sense of the timeline of when the budget will be wrapped up?
	+ Probably at the end of this legislative session.
* How much of the space is going to be IU buildings on Senate and 11th Street?
	+ Most of that is going to be part of IUSM. Watch this part back.
* Is there an official date to come or announcement on when we switch to IUI from IUPUI? Some offices are already being told they must refer to themselves as IUI, not use any IUPUI logos/etc.
	+ Later this spring the trustees will probably sign the definitive agreement. The switch won’t be flipped until Summer 2024, academic year 24-25. This is a transition period. Will try to be mindful of this moving forward, and there shouldn’t be any hard and fast rules going forward yet.

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

Heather Staggs

Heather shared the following information and updates:

* Next blood drive is coming up on March 24 in the Campus Center atrium, an email is set to go out soon.
* Professional development grant applications are being accepted through April 3. Emails about that will also go out soon.
* Election nominations are open! Emails with surveys went out this week. The nomination window is open through March 24. Executive committee nominations will be coming out soon as well and include President elect, 2nd vice president, corresponding secretary, and three members at large. If you are interested in either representative or executive committee positions, please submit your name.
* Plenty of professional development opportunities
	+ April 3, 11 am – 12 pm: Supporting Neurodiversity in the Workplace
	+ April 4, 9:30-11:30: Lean Leadership Development
	+ April 4, 10:00-3:00, Clothesline Project in the Campus Center; decorate a t-shirt to raise awareness of the impact of sexual violence in our communities.
	+ April 6, 11:00-2:00: Walk-up Naloxone (Narcan) Training, Campus Center atrium; learn to use Naloxone and receive a free Narcan kit.
* Promotion of gift opportunity to raise funds for Paydar bench. More communication on this is forthcoming. Find the site at: <https://give.myiu.org/iupui/I320015878.html>. Make sure you enter “Chancellor” for the first name and “Paydar” for the last name, do \*not\* check the box to notify him of the gift. We need to raise $1250 total, we current have $170.

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

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

# Camy shared the following updates:

# Campus projects coming up this summer: hardscape and landscape work around the Taylor Quad area (Michigan St. to ES building, Cavanaugh to BS building); ET building window replacement will be completed; potential project around Hine Hall courtyard for window replacement and renovation of hardscape and landscape (where the Paydar bench will be located); University library sewer pipe replacement; potential roof projects (Hine Hall and Tower, maybe Taylor Hall); normal classroom renovations; typical concrete work around campus; cultural trail work; University Hospital main entrance steam vault repair work (lane control).

# Echo of Chancellor’s comments about all of you who participated on committees for strategic planning, special shout out to Juletta and Heather who were on the executive committee.

# Heads up that the VP Research candidates will be coming in for town halls between March 23-31. More info available on IU Executive Search page.

# Questions?

# Taylor quad timeline?

# May-August

# We recently experienced vandalism in our building. Twice. Over winter break it was quite extensive. My own office was one that was attempted to breach. I still have the crowbar gouges on my office door. It happened again last month in the form of a white board on a faculty door that was desecrated and she ended up reporting it to Campus Police. It turns out the person who vandalized the white board was a felon with outstanding warrants that include violence against women - and NOT a student. They were known to campus police and they were eventually apprehended and given a no-trespass for 5 years. Nothing to keep them from actually entering the building again and the faculty member whose office was included is now faced with having herself removed from the school website out of safety concerns, because apparently we are not allowed to lock down the floor due to assessment concerns? (It’s a public floor, an area that is not currently considered part of the assessment for our school). It was suggested I pose this question in this venue - what else can campus do to prevent violent felons from entering the buildings after hours for faculty and staff who have offices located in what are considered public spaces (ie, not part of the unit assessments to campus). As a staff member who constantly interacts with students, I no longer keep my door open. I don’t feel safe to do so since access to the floor isn’t restricted. Fortunately, students know how to reach me via WhatsApp but I still worry about students feeling like they don’t have access to faculty and staff, if faculty and staff no longer feel safe in our building.

# This is hard because we are an urban campus; we try to be open and welcoming to our community which includes those outside our student body. We have stepped up our security protocols, but we will probably never get to the point where we don’t have people who should not be there in buildings. If you see something concerning please report it. We must find the balance between safety and being a welcoming community. There are additional conversations about changing building hours, but it’s just going to be difficult. We will make the improvements we can while remaining true to our spirit of hospitality. Tricia suggests getting the Rave Guardian app so you can quickly report things, it will go directly to the IUPD office. Add website here.

# Are there cameras at entrances/exits? That’s too broad a question because it depends on the building. We have made efforts to increase the number of cameras on campus, but that will not stop people from doing something.

* Can you please bring my concern to the next Staff Council meeting on the new Parking plate reader system? Namely, that they are requiring us to park with our end out, which for some people is a real problem if they have neck or mobility issues. And that their solution is that we pay an additional $15 for a front reader plate, this is of course in addition to the $500 we already pay a year to park in the lots. Can you please request that these additional plates be given away for free to those who want them and/or another solution be found to the parking out problem?
	+ There is no way to fix that issue because the license plate can’t be read unless it can be seen. Unfortunately that is not a great answer. Hopefully there will be improvement as we go.
* Is there someone actively watching the cameras across campus?
	+ No, we don’t have the resources for that.

# Agenda Item VII: Update from Human Resources

# Juletta Toliver, *Senior Director for Human Resources,* jtoliver@iupui.edu

# Juletta shared the following updates from HR:

# The new mental health website has been officially launched: [workplacementalhealth.iu.edu](file:///%5C%5CIU-EITS-Kepler.ads.iu.edu%5Cdata%5CWorkgroups%5CEXEC%20VC%20Office%5CCouncil.Staff%5CStaff%20Council%20Meetings%5C2022-2023%5Cworkplacementalhealth.iu.edu)

# It offers information to you as coworkers/supervisors/leaders, if you notice something about a colleague that could be a sign you can reach out to EAP to get guidance on how to help. Remember, you cannot force these conversations if the person in question does not want to have them. Click on “Resource for Leaders” for these support links.

# Difference classes and events for training for you as an employee at work or outside work.

# Reduce the stigma on mental health. You are not alone.

# Questions?

# I cannot find results from the MyVoice survey from Feb 2022. Are there university level results available?

# Juletta will look this up for Valerie. University level results have also been released for information.

# Is there anything being done about the ongoing staff retention issues?

# We have been offering individual departments to do market adjustments to make sure their position postings are equivalent to market rates. We were not able to do an overall market adjustment for the university, but are now doing that on a request basis. Everyone is experiencing retention issues right now. Market adjustment does not happen only at the unit level.

# Look at what the department is saying that position will be doing, not what they are “actually doing” (i.e. other duties as assigned). We also need to remember we have to act according to our resources. If you have specific incidents, please talk to Juletta about them.

# Agenda Item VIII: Faculty Council Liaison

# Dr. Tom Stucky, *Faculty Council Liaison,* tstucky@iupui.edu

# Tom shared the following updates from the Faculty Council:

* There are not too many issues that haven’t already been discussed today. There’s plenty going on in the IFC but not much that also relates to staff outside what IC Klein talked about regarding the realignment etc.
* Two of the guest speakers from this council will now be speaking to the IFC!
* Any student facing people, primarily for undergraduate research opportunities: The CRL has some opportunities, go to <crl.iupui.edu> for more information. Deadline is at the end of April.
* Research and creative activities day is April 28, where students have an opportunity to present their research. The first 20 students who send Tom their rsvp there is a free lunch ticket.

# Agenda Item IX: [Information Item] SPAN Division Presentation

# Asha McCauley, *SPAN Division*, azwilia@iupui.edu, and Dr. John Russell, *SPAN Division*, jrrussel@iupui.edu

# Asha and Dr. Russell shared the following information on behalf of the SPAN Division:

* SPAN division is one of the oldest college immersion programs in the nation. This division provides opportunities for students who are accelerated in their programs in high school and take college courses alongside regular IUPUI students.
* Have served thousands of students over the years, probably have about 300 students each academic year and 35-50 from IPS. Have connections from private, charter, public, parochial, and home school students.
* There’s a broad spectrum of dual credit courses that can complete. There are three things that make this opportunity appealing: experience, explore, excel.
	+ It’s a way in which a high school student can immerse themselves in a college experience instead of just going for a single visit.
	+ Nationally, students change their major 4-5 times once they’re in college which is expensive and time consuming; SPAN students are able to come in and explore the opportunities they could have as a college student so they can solidify their decision.
	+ An accelerated student is wanted by every department on campus, but in high schools most of the resources are used on the bottom 40% of students just to get those students up to adequate performance. This program allows accelerated students to experience using their full skill set in a supportive environment.
* Have had students as young as 9, but the majority are seniors who are looking for new academic opportunities.
* If you have children coming into their high school years, SPAN can provide them the tuition benefit available through your benefits. Take advantage of this resource to let your students experience college classes before actually going to college.
* Many students receive top scholarship offers all across the nation, not just at IUPUI. For example, we’ve had a SPAN student that left IUPUI with a 4.0 and 39 credit hours who is about to graduate from Harvard.

Questions

* Are there scholarships (especially for IPS) students for fees?
	+ Yes! Back in 2007, our campus worked with IPS admin to create an agreement that was updated just a couple years ago where we are given up to $250,000 for IPS students during their junior and senior year to come and take classes.
	+ Take Six is available for students at alternative schools during fall of senior year and spring of senior year.

If you have more questions, feel free to contact Dr. Russell or Asha.

# Agenda Item X: Committee Planning

# Agenda Item XI: Question and Answer

# Is anyone else having trouble with SharePoint/Teams and OneDrive?

# There is not widespread trouble, and unfortunately there aren’t really new solutions for these problems. It’s recommended you download local copies and save often. Open documents in full Office Suite to show correct formatting.

# Agenda Item XII: Old Business

In reference to responsibilities and attendance- a reminder that as a staff council representative you must attend monthly meetings, send an alternate if you cannot attend, and notify Leslie and Rachel if you cannot attend. A representative who has four unexcused absences in a 12 month period will be removed from the council.

**Agenda Item XIII: New Business**

# None.

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

# Heather Staggs

# The meeting was adjourned. The next Staff Council meeting will be April 19, 2023, in Campus Center 409 or on Zoom,  <https://iu.zoom.us/j/82894707308>.



**Committee Reports**

**Bylaws:**

No new updates.

**Communications:**

* Working with various committees on sending out emails/updates including for the mini conference, upcoming elections, blood drives, April professional development grant deadline, and the Paydar bench.

**DEI:**

* March 25 6 pm: Cesar Chavez annual dinner hosted by the Latino Student Association.
* March 29 5-7 pm: Asian Pacific American Faculty and Staff Council annual reception.
* NEW IU DEI Leadership Certification Program- 10 week, 5 unit program combining in person and online instruction is currently accepting applications for the inaugural cohort. More information: https://diversity.iu.edu/diversity-education/dei-leadership-program/index.html
* Encouraging advocacy around election time, investigating incorporation of DEI into nomination process, and following up on engagement survey results.

**Faculty Relations:**

No new updates.

**Membership:**

No new updates.

**Rewards and Recognition:**

* Work continues in evaluating Staff Council special awards.

**Special Events:**

* The next blood drive is March 29 in the Campus Center. The 2023 Staff Council Retreat is July 14 at the Indianapolis Motor Speedway.

**Staff Affairs:**

* Logistics are being worked out for David Heard to present on Adaptive Services at an upcoming meeting. There is no update on the paid parental leave issue yet. Continuing to collect areas of pedestrian safety concern to submit to Camy for review.

**Staff Development:**

* **Mini Conference:** Planning continues. The conference will be held Friday, May 19, in the Campus Center. The theme is “Vision 23 & Me: DNA of Career Development.” Currently focusing efforts on developing the programming, applying for a Greening IUPUI Grant, and pursuing a Green Event Certification. Updates and information will be shared on the conference hub and via social media. Please submit a proposal or consider being a panelist by Friday, March 17, by emailing Stacy Files and Beth Chaisson.
* **PD Grants:** The next deadline to apply for a Staff Council professional development grant is April 1. Because this is a Saturday applications will be accepted until April 3.
* **Sustainability:** Currently looking at Greening IUPUI grants and hoping to submit a grant in March.

**DEI Calendar:**

**March**

Women’s History Month

6-7: Purim (Judaism)

8: Holi (Hinduism)

19-21: Spring Equinox

March 22 - April 21: Ramadan (Islam)

**April**

7: Good Friday (Christianity)

9: Easter Sunday (Christianity)

5-13: Passover/Pesach (Judaism)

14: Vaisakhi (Sikh), Eastern Orthodox Good Friday, 23rd night of Ramadan

16: Eastern Orthodox Easter

18: 27th night of Ramadan

21: Eid al-Fitr (Islam)

Minutes prepared by Rachel Molina

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