

Staff Council Minutes

May 17, 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, Cody Breault, April Briggs, Kim Burrows, Beth Chaisson, Tina Cochran, Mindy Cooper, Brooke Creech, Amber Delp, Emily Dunham, Connie Ely, Stacy Files, Sarah Frigo, Alicia Gahimer, Jennifer Gilles, Lauren Gronke, Todd Grooten, Robyn Hart, Lindsay Heinzman, Sarah Herpst, Bryce Hockman, Curtis Kester, Jenna Machunas, Jennifer Mahoney, Anne McGee, Margaret Miley, Jamie Owens for Rachel Molina, Dawn Molnar, Todd Morton, Kim Richards, Susan Steele-Moore for Dawn Roberts, Jeanne Rushin, Mary Beth Ryan, Evelyn Safder, Ryan Schafer, Diana Sims-Harris, Heather Staggs, Brian Starkel, Shomita Steiner, Amy Treat, Melissa Vastag, Terry Wilson, Camy Broeker, Nick Hyllested, Tammy Leone, Shelli Reed, Todd Richardson, Tom Stucky, and Juletta Toliver

**Members Excused:** Thora Berndt, Tricia Edwards, Todd Kirk, Rachel Molina, Dawn Roberts, Robin Tew

**Members Absent:** Jessica Darling, Valerie Decker, Bernetta Hartman, Carolyn Hasser, Julie Heger, Katie Grace Jackson, LaVerne Johnson, Tre Quarles, Kevin Walsh

# 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 April 19, 2023, SC Meeting

# Heather Staggs

# Minutes were approved with no revisions.

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

Heather Staggs

Heather shared the following information and updates:

* Recognition event was held earlier this month for the IUI 2030 Strategic Plan. Attendees talked about their excitement for this plan, staff were able to ask questions and give comments to leadership about the plan.
* Thank you to all who have contributed so far to the Paydar Bench fund. Beth Chaisson shared that we have met our 50% threshold, but people are still welcome to contribute so we can get closer to 100%. Shoutout to the Faculty Council as they have been very generous in sharing the information about this fundraiser with the faculty and encouraging donations.
* Election news: currently having executive level elections going on, please vote for a president elect, a second vice president, corresponding secretary, and three member at large positions. Voting is open until May 26, and results will be announced at the June meeting. Elections for staff council representatives have concluded, and here are the results:
	+ Admin other: Natalie Lin
	+ Business: Brooke Creech
	+ Community Engagement: Crystal Clark
	+ Exec. Management: Lauren Gronke
	+ FIAD: Jeffrey Dawn
	+ Grad School: Anita Sale
	+ Herron: Kim Johnson
	+ Liberal Arts: Connie Ely
	+ Med Cluster 1: Dionna Weatherly and Amanda Gist
	+ Med Cluster 2: Shelli Reed
	+ Med Cluster 3: Amy Treat
	+ Philanthropy: Paige Smith
	+ VP Research: Megan Bettag
* Professional development
	+ Friday May 19 was the Staff Council Mini Conference, and it was a success! It was the first time the conference has been held since COVID, and was held in person. Shoutout to organization development, Camy, and all those who helped with putting this conference on.
	+ Friday May 19 was also Bike to Work Day.
	+ Performance at IU conversations coming up with check ins for leaders and staff on May 23 and 24 respectively at 10 and 2.
	+ Next blood drive on May 24 in the campus center atrium.

# Agenda Item V: 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:

# Commencement was celebrated on campus.

# Graduate ceremony on Friday, May 12 with 701 graduate participants and over 3,000 guests.

# Undergraduate ceremony on Saturday, May 13 with 1,477 undergraduate participants and just under 7,700 guests.

# We do have some fencing and barriers around Cavanaugh Hall and Taylor Hall as landscape work gets underway. Work will be done on the ADA ramp at Cavanaugh as well as the Taylor Hall roof. Concrete will be poured, so prepare for jackhammer noise.

# Citizens will be replacing a steam vault right outside University Hospital that will effect traffic lanes, so prepare accordingly.

# We are in the summer hours for food services, so be aware of changing hours and closures.

# Childcare in multi-age and STEM classrooms, still enrolling through July 28.

# We have gone to summer parking permissions, so student garages are open to those who have EM permits.

# Stay tuned next week for an announcement from the City (on Tuesday) that may be of interest to Staff Council.

# Questions?

# Was the steam vault work on Michigan or University?

# It’s on University.

# Agenda Item VI: Update from Human Resources

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

# Juletta shared the following updates from HR:

# Budget construction: in the last couple years we’ve had conversations with the HR business partners to make sure they understand their role in regards to budget construction and their constituents.

# Total rewards notice will be sent out soon as July 1 roles around with the beginning of the next fiscal year. This should be sent out in late June except for 10 month employees, who will receive it in August. This allows employees to see a full picture of their total compensation including health care, tuition benefits, etc.

# Because the VP of HR will be presenting today, Juletta will delay other announcements in case Todd mentions them in his presentation.

# Questions?

# Will staff receive a 4% increase or will it be similar to last year’s which was around 2%?

# Juletta believes this year is an average of 3%

# There was a question asked in the room that I could not hear via the recording, however Juletta told the person to ask again during Todd’s presentation if he didn’t answer their question in his talk.

# Agenda Item VII: Faculty Council Liaison

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

# Tom shared the following updates from the Faculty Council:

* There were some concerns expressed about information around Vision 2024 realignment. Staff feel that faculty know more than they do, but Tom can assure you that faculty feel they know nothing. Everyone is in the same place in that we don’t know much- if you’re frustrated, you are not alone. There is some good information that came out of the budget session of the legislature, however, in that the Save Indiana Biennial budgeting process will increase our campus budget from 122 million to 130 million. The next year will go up to 135 million once we become IUI. That is the base budget number. This will be the first time since 2009 that there will be capital money on this campus (estimated).
	+ Indication that the legislature is supportive of this campus.
	+ Camy provided this clarification: the arena talked about in the legislative budget is not appropriated to IU, it’s a community investment, There’s nothing in the budget bill that mentions the location of it for now.
* Faculty council faculty and staff relations committees met jointly and talked about issues people are seeing on both sides. Thankfully most of the challenges talked about were not about faculty-staff relations, but were just about the challenges to individual groups.
	+ There was an incident that was described that involved poor treatment of a staff member by a faculty member. The idea that faculty have no accountability process is false- it states in University policy A.C.A 33 item C.3 states the following:
		- Academic appointees shall treat all students and staff with respect and courtesy. They shall not engage in threatening, humiliating or intimidating behavior toward, or verbal abuse of, any person. They may not pressure students or staff to perform personal errands or activities, nor exploit them for private advantage.
	+ There is an enforcement mechanism that we don’t need to get into, but it does happen. If this happens to you, notify your supervisor and HR representatives. A reminder will be sent out from the Faculty Council Exec Committee to all faculty.

# Agenda Item VIII: [Information Item] Presentation from Vice President for Human Resources

# Todd Richardson, *VP for HR*, ctr@iu.edu

# Todd shared the following information:

* Todd offers office hours every Friday morning for anyone who would like to talk with him in a more personal space.
* We are actively working right now to hire an AVP for HR. For the foreseeable future, HR roles will be internal based/internal postings. The role will be based in Indianapolis and will be over all business partners across all campuses. More news on this sometimes this week.
* We are going to be launching on site medical clinics in Bloomington and in and around Indianapolis. We continue to receive significant concerns about access to healthcare from employees, and the reality is that we need to look outside what we’ve typically done to make sure our employees get the access they need. We are now working with Marathon and Anthem to make this on site clinic happen. This will hopefully help us reign in out of control healthcare costs and be a huge benefit to our employees.
* Also working on a review of holiday schedules and winter breaks. For those who have been here for a few years, we’ve had a gametime decision on whether there are extra days given over Thanksgiving or Christmas/New Years. Todd can’t say anything officially yet, but they are working on adding additional holidays (no PTO needed) around that time of year.
* Performance at IU- hopefully many of you have participated in this pilot program where we included performance based discussions with UA, IUSM, McKinney, and a few other units. Next year we will be rolling this out to all campus and units. We did a survey of all units and found that 60% of employees claimed they didn’t have regular one on ones with managers, 40% said they weren’t clear on their job expectations. This is not acceptable and is what Performance at IU is working to correct.
* Focusing on building out our own internal ops function, building a recruiting function in house.

Questions

* What’s the in house recruiting going to look like?
	+ We’re building things out in real time and are starting with VPs, vice provosts, assistant vice provosts, and deans. Basically building from the top down. As we get going and don’t use an external firm, we use the money saved to continue building our own system out.
	+ We just posted for 3-4 of the first roles to start building that out.
* When will we get clarity on the holiday calendar?
	+ There’s an agree-to-disagree argument happening now, but Todd is pushing for urgency so that everyone is able to plan vacations etc. in due time. The expectation is by August 1.

If you have any interest in office hours or have other questions, feel free to reach out to Todd.

# Agenda Item X: [Information Item] Presentation from IUPD and Rave Guardian Information

# Brice Teter, *IU Police* Department, bteter@iu.edu and Ryan Chandler, *rjchandl@iu.edu*, Central Region Director of IU Public Safety, Emergency Management, and Continuity

# Brice and Ryan shared the following information:

# Rave Guardian Information

# IU Notify is our campus and university emergency notification system. It sends out text messages, emails, and phone calls (which are rare), also update the campus website. digital signage, and desktop alerts.

# Rave Guardian is the latest tool to be implemented and it’s an app available for both android and apple devices, it’s a safety app. Once downloaded you choose the campus you’d like to receive information for.

# You can send a non-emergency tip or text to the police department, look up emergency response numbers, enable a remote safe walk feature anywhere you have mobile data.

# The remote safe walk feature allows you to select contacts in your phone to notify those people that you are walking somewhere and it should take however long, they will get notified when you arrive safely or if you do not turn off the feature when you arrive.

# Please add your mobile number to your profile so that IU Notify can reach you. It can also help the app associate you to your campus profile.

# No, the IUPD does not track you through the app.

# Other programs that IUPD and public safety offer include the active aggressor/active shooter training presentation (aka Run, Hide, Fight) and the RAD program (rape aggression defense training, only open to women).

# More specific information about all programs offered can be found at [www.protect.iu.edu](http://www.protect.iu.edu)

# They get questions from people regarding various concerns all the time and are open to entering into discussions about these concerns at any time. These programs aren’t just for when you’re at IUPUI but are also for everyday life.

# Questions?

# None.

# If you have any questions, please reach out to Brice or Ryan.

# Agenda Item XI: Question and Answer

# None.

# Agenda Item XII: Committee Reports

# See the final page of the meeting minutes.

# Agenda Item XIII: Old Business

None.

**Agenda Item XIV: New Business**

# The executive committee will be holding a supplemental meeting to review the staff council bylaws with the goal of updating language and filling in some gaps that have been identified. No changes can be made to the bylaws without full council review, so this is just an opportunity for the executive committee to look over them and propose changes. These changes will be brought before the full council for review.

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

# Heather Staggs

# The meeting was adjourned. The next Staff Council meeting will be June 21, 2023, in Campus Center 409 or on Zoom,  <https://iu.zoom.us/j/82894707308>.



**Committee Reports**

**Bylaws:**

No new updates.

**Communications:**

* Continuing to promote the blood drives, mini conference, and support other committees.

**DEI:**

No new updates.

**Faculty Relations:**

No new updates.

**Membership:**

No new updates.

**Rewards and Recognition:**

* Have been looking at the awards given out at the retreat and making sure they are DEI compliant. The updated awards will be shared once they are ready.

**Special Events:**

* Expect an email with your retreat invitation in the next couple weeks. RSVPS will be due by July 1, with the retreat on July 14.

**Staff Affairs:**

* Have had a conversation about concerns regarding Vision 2024 and have shared those with the relevant parties. Hoping to have a chance to hear from Chancellor Klein directly in the upcoming months.

**Staff Development:**

* **Mini Conference:** The conference was held Friday, May 19, in the Campus Center. The theme is “Vision 23 & Me: DNA of Career Development.”
* **Sustainability:** Starting this week until the Fall semester, there are opportunities to volunteer to help with the gardens on Wednesdays and Fridays from 9-11 am. Jesse Beck was honored at the tree planting event for being the first recipient of the Staff Sustainability Award winner.

Minutes prepared by Rachel Molina

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