

Staff Council Minutes

May 18, 2022 ~ 2:00-4:00 p.m.

University Library Lilly Auditorium or Zoom

**Members and Guests Present:** Leslie Albers, Kenya Alexander, Sadiya Ali, Connie Anoskey, Cheryl Avery, Theresa Bell, Michelle Benberry, Thora Berndt, April Briggs, Kim Burrows, Beth Chaisson, Betsy Cooney, Mindy Cooper, Valerie Decker, Julie Driscol, Alyssa Eads, Tricia Edwards, Connie Ely, Stacy Files, Sarah Frigo, Alicia Gahimer, Jennifer Gilles, Sarah Glener, Lauren Gronke, David Hanson, Carolyn Hasser, Amelia Hurt, Curtis Kester, Estela Kite, Jenna Machunas, Anne McGee, Kris Powell, Kim Richards, Ryan Schafer, Heather Staggs, Olivia Stoner, Kylee Sutton, Holly Thomas, Amy Treat, Melissa Vastag, Kevin Walsh, Terry Wilson, Karen Black, Camy Broeker, Miriam Murphy, Jessica Davis, Christina Padilla, Juletta Toliver, and Pamela Whitten

**Members Excused:** Michele George and Cathy Zappia

**Members Absent:** Jessica Darling, Ashley Drummer, Julie Heger, LaVerne Johnson, Todd Kirk, Heather Long, Dawn Molnar, Jeremy Smelser, Kirsten Stafford, Nichelle Turentine

# Agenda Item I: Welcome and Call to Order

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

IUPUI Staff Council Interim President Heather Staggs called the meeting to order.

# 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 20, 2022, SC Meeting

# Heather Staggs

# With no objections, the April 20, 2022 SC meeting minutes were approved.

# Agenda Item IV: Report from the President

Heather Staggs

Heather then shared the following reminders and updates:

* We are aware that there are many serious issues affecting various groups of people in our community and want to extend our support to any who want or need it during this time.
* Staff council retreat registration is ongoing. Please check your emails for the link to register.
* The mini-conference is scheduled for July 1 from 9 am- 12 pm, virtually. Save the date and requests for proposals were emailed on May 9.
* The Faculty-Staff Relations Committee is still looking for a co-chair. If you’re interested, please reach out to Heather for more information.
* Elections for the first vice president and member at-large roles are May 23- June 3. Bios for those nominated will be sent out for review along with the link to vote.
* Representative elections are complete! Congratulations to the following new and returning members of the staff council:
* Academic Support: Evelyn Safder and April Briggs
* Dentistry: Terry Wilson and Carolyn Hasser
* Div of Undergrad Ed: Robin Tew
* Education: LaVerne Johnson
* Engineering and Technology: Jenna Machunas
* FIAD: Jeanne Rushin and Ryan Schafer
* Health and Human Science: Sadiya Ali
* Honors College: Margaret Miley
* Informatics: Robyn Hart
* Law: Whittley Pike
* Med Cluster 1: Bernetta Hartman, Thora Berndt, Courtney Whitear
* Med Cluster 2: Kim Burrows and Kim Johnson
* Med Cluster 3: Emily Dunham and Kris Powell
* Med Cluster 4: Katie Grace Jackson, Jessica Darling, and Tina Cochran
* Med Cluster 5: Julie Driscol, Hsi Chang, Kenya Alexander, and Todd Morton
* Public and Environmental Affairs: Jennifer Gilles
* Public Health: Mary Beth Ryan
* Science: Diana Sims-Harris
* Social Work: Valerie Decker
* Student Life: Kelly Freiberger
* University Library: Mindy Cooper
* VP Comms: Michelle Benberry
* VPIT: Todd Kirk, Tom Baker, and Sarah Herpst

# Agenda Item V: Address from IU President Pamela Whitten

Pamela Whitten, *Indiana University President*

President Whitten shared the following information:

* Thank you to all staff for your service to IUPUI. What you do is integral to keeping the university running and she wants you to know that you are appreciated.
* Focus areas for the coming school year include: putting students first, catalyzing excellence in research and discovery, and contributing to the quality of life for citizens of Indiana.
* Reflecting on the world of IUPUI in the broader IU portfolio, she noted that she splits her time between IUPUI and IU Bloomington (about half and half) and is impressed by how IUPUI has impacted its community.
* IUPUI is the nexus of education and healthcare for the state and sometimes beyond, with the campus being renown for its civic engagement.
* More than 50% of the faculty at IUPUI have engaged in collaboration research projects with community partners.
* IUPUI’s morning graduation ceremony went off without a hitch, while the afternoon ceremony was successful but quick due to inclement weather. These were the first in person ceremonies with family and friends since 2019!
* IU is positioning itself to move forward and upward.
* Enjoy the slower pace of summer while getting ready to welcome students back for the Fall semester.

Questions:

* Are you open to establishing an all IU staff council? Answer: This is the first time anyone has brought it up to her, so she has no positive or negative thoughts about it. Is it something we would be interested in? Heather noted in response that the executive committee has talked about it.
* What are you looking for in the next IUPUI chancellor that isn’t being reflected in the candidates submitted via search committee? Answer: After rigorous efforts to identify a candidate for the position, she appreciates the high standards that the search committee has brought to the search. This is not the only executive committee position she has been unable to fill in the first or even second try, and she will take all the time necessary to find the right person for IUPUI. She knows it’s important for the campus, but she wants to do it right. Thank you to Andy Klein for serving in the interim.
* If you have any more questions and see President Whitten around campus, please come say hello!

# 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:

* We know there were more questions submitted for President Whitten that were more HR related, so after Camy speaks there will be time to ask those questions while Jen and Juletta are here to answer them.
* Commencement was successful despite the uncooperative weather.
* Facility updates: we’ve received a grant from the city to resurface University Blvd from Indiana Ave to New York St as well as down Limestone. No timing for this yet, but Camy is trying to make sure it is not during the first week of classes. Concrete work is done every summer, so be on the look out for that. Some windows in ET are being replaced, and Lockfield Village is undergoing masonry repairs. New surface parking lot is due to be done in May/June of \*some\* year (hopefully this one). The turf soccer field is being upgraded after the next Indy Eleven home game, and IUPUI branding will remain. There is potential work around SPEA/Lecture Hall/Cavanaugh, though timing depends on bids.
* Surplus is moving from their 16th St location to a warehouse on 18th St the week of June 13. There will be an auction on June 7 as they prepare for the move. If you are going to send items to surplus, please be aware of their timeline.
* Shuttles will operate on the usual summer reduced schedule. Student garages can be used by those with surface lot permits, and students are able to use surface lots during the summer. New parking permits will go on sale June 1.
* Food service is reduced as usual during the summer, but catering has been unusually busy. If you have a need for catering, please give them advanced notice.
* The Natatorium is celebrating their 40th anniversary! It has held 14 Olympic trials and seen 138 American Records set as well as 19 World Records set.
* Follow up on employees having a NIFS membership but pool use not being included. This has been taken care of; all employees with a NIFS membership can now use the pool.
* The bookstore is transitioning from Barnes and Noble to Follett and closed at 5 pm on May 20. It will be reopening no later than Tuesday May 31.

No questions asked.

# Agenda Item VII: Report from Human Resources

Juletta Toliver, *Human Resources,* jtoliver@iupui.edu

Juletta and Jen took the following HR related questions that were originally submitted to President Whitten.

* Many questions regarding remote work arrangements- University administration wants to have more individuals on campus (specifically those who are student facing), but no changes have been made yet.
* Can staff expect raises in July? Answer: Yes, the minimum raise is 2% and departments are allowed to offer more if they have the funding ability.
* Will there be an increase in sick/vacation days, since it seems that senior staff earn them faster? Answer: No one is currently looking into this, though both Jen and Juletta think we already offer a very generous time off policy that also tracks with best practice (the longer you’re here, the more time you accumulate). Zoom chat also pointed out that Juneteenth has been added as a paid holiday, bringing the total up to 10.
* What’s the plan for supporting staff financially who take on multiple roles? Answer: The university has a temporary additional pay policy that departments may utilize with budgetary approval.
* Does the IU system have plans to address the low level of wages paid to many clerical staff? Answer: HR has looked at market data with the implementation of the new job framework, but it hasn’t been put in place yet due to all the leadership changes. Hopefully they can be implemented soon.
* Questions about the high rate of turnover- It is a known problem on all levels and in all areas, and HR has been having conversations with their business partners about what to do to address the problem.
* With the new framework, the market range is set. Does HR adjust the range to keep up with the percentage raises each year? Answer: Whatever the increase is, the range is adjusted 1% below that at industry standard (i.e. if the raise is 2% the range is adjusted 1%). HR also looks at trends and how they are paid in the market.
* Vacation no limit will remain permanent, meaning no more annual maximums, but all Covid codes are no longer in effect.

Juletta share the following updates:

* The My Voice survey results have been presented to the President and her cabinet and leadership of all campuses, as well as with HR leaders and department contacts. The data is being reviewed via Gallup, followed by action planning. Will not compare to the last survey in 2019, but overall results show we’ve remained fairly stable in terms of overall satisfaction: 2019- 3.76, 2021- 3.75
* Todd Richardson was named as the next VP of HR. He is a two time IU alumnus and will begin work on June 20.
* Retention strategy ideas to implement in your offices:
	+ Do some prep work. Don’t post a position if you are not ready to hire.
	+ While we want a diverse search committee, it doesn’t have to be a large one.
	+ Think about what job duties are important for that specific job and include them in the posting. Do not just post the generic description.
	+ Include the pay range in the posting.
	+ Stay in touch with the candidates, especially if an emergency comes up with someone important to the process.
	+ Keep track of your candidates; note who has been interviewed what number of times and who has not been interviewed yet.
	+ Jobs posted on jobs.iu.edu are given to different career builders and cross listed on various platforms including LinkedIn, Indeed, etc.
	+ More information can be given using a broader presentation at a future date if it is desired.

# Agenda Item VIII: Report from Faculty Council Liaison

Miriam Murphy, *Faculty Council Liaison,* mimurphy@iupui.edu

Miriam shared the following updates:

* Chancellor Klein announced they will be doing the new search for the next Chancellor next year, and he was very happy that we were able to hold the affinity events tied to commencement.
* John Watson had his last meeting as IFC president. The list of new IFC members were sent to Rachel.
* IU FC is proceeding with creating a research affairs committee across all IU campuses.
* Ann Mitchell gave the IFC the same OEO report that we received last month.
* The university tax is going up 4.5%.

No questions were asked.

# Agenda Item IX: [Information item] State of Sustainability

# Jessica Davis, *Director, Office of Sustainability,* davisjg@iupui.edu

# Jessica shared the following presentation:

# Introduction of the Office of Sustainability:

# Jessica Davis, Director

# Cristina Padilla, Engagement Coordinator

# Amanda Keene, Operations Coordination

# IUPUI Office of Sustainability is committed to creating a culture of sustainability in three big sectors- operations, academics, and engagement.

# Assessing sustainability performance:

# AASHE STARS- Sustainability Tracking Assessment and Rating System. IUPIU is the most sustainable university in Indiana. STARS reports are publicly available.

# Continuous improvement from 2013-2020, with 2021 being submitted soon. IUPUI earned silver rank in 2013 and 2016, and gold rank in 2019 and 2020. There are only about 8 platinum universities in the world.

# THE (Times Higher Education) Impact Rankings assess universities’ work to advance UN sustainable development goals. IUPUI is #8 in the US and in the top 10% in the world for advancing the UN SDGs (a new tool).

# Academic:

# One of the first universities in the country to create a degree in sustainability, in the School of Public Health. We now have 7 undergraduate degrees, 3 undergraduate minors, 2 undergraduate certificates, 9 graduate programs, and 8 graduate certificates. We provide immersive learning via internship programs, McKinney climate fellowship, and living lab projects.

# Operations:

# Air and climate- tracks greenhouse gases released as a university.

# Buildings- IUPUI is committed to building all new/major construction as LEED certified. We have 8, soon to be 9, LEED certified buildings currently.

# Energy- 10% of IUPUI’s total electricity usage is procured as renewable through AES’s Green Power option; 164 solar panels on top of BS, and recognized by the EPA for using more renewable energy than any school in the Horizon League since 2013.

# Food and dining- IUPUI urban gardens (New York St and central gardens), Paws Pantry, green catering guide, and assessing IUPUI’s food procurement through the Real Food Challenge.

# Grounds- tree inventory, pollinator and rain gardens, native landscapes, and invasive removals (goodbye Bradford Pear trees!), electrification, tree campus higher education bee campus USA status.

# Purchasing- paper, electronics, and paper cleaning products. 92% of the paper we buy is virgin (unrecycled) paper, and we want to increase the amount of partially or fully recycled paper used. Electronics have certifications of EPEAT or EPEA. Cleaners and paper cleaning products were a high % green before covid, but are much lower now since we had to buy things that killed the virus that weren’t labeled green. All paper towels on campus are made of bamboo instead of trees.

# Transportation- pedestrian friendly campus, JagLine shuttle service, IndyGo and the Red line, bike resources, electric scooters, and the campus fleet. It’s difficult to have a green transportation system when located in a non- mass transit friendly city.

# Waste- single stream recycling, deskside recycling, pre-consumer composting, residential composting, IUPUI surplus, and Paw’s closet.

# Water- smart irrigation systems, low flow, water recapture, green infrastructure for water runoff management, natatorium renovation gave 65% reduction in water utilization. While total usage has increased, the use per square footage has decreased.

# Engagement:

# Campus engagement includes the staff council sustainability committee, student orientation, student educators program, 9 student organizations, outreach campaigns, employee orientation, professional development, campus events, and more.

# Public engagement includes community partnerships, collaborations, education, service, participating in public policy, etc. For example, March Madness was carbon neutral this year!

# What’s next?

# Climate action planning committee- space planning, retro-commissioning, fleet electrification, and renewables. Many IUPUI people are involved including Jessica and Camy.

# IUPUI sustainability strategy has continuous improvement.

# Sustainability job market has taken off.

# UN SDGs 17 for 17 campaign- OIA is working with schools to identify researchers who are working toward sustainable goals.

# We couldn’t do any of this work without you! Please reach out if you’d like to get involved.

# If interested, Jessica can provide sustainable food and travel guides.

# Questions:

# How much of the reduction of waste was a result of covid? Answer: Not much, as the numbers only captured the beginning of covid. The impact of covid will be much more noticeable in FY 2020-2021.

# What is grounds electrification? Answer: It’s getting electrical groundskeeping equipment.

# One of the biggest consumers of energy is the -80 freezers; is there any way campus would incentivize buying more sustainable models? Answer: There are definitely some improvements to make, and some of it is a product of grant money that must be used on specific things. This is something they can definitely explore.

# Agenda Item X: Committee Reports

# Communications Committee

# Heather Staggs

# Emails for the mini-conference and staff retreat were sent out at the beginning of the month.

# Please find the social media statistics at the end of the minutes.

# Special Events Committee

# Connie Anoskey

# RSVPs for the retreat have been emailed, with about 40 responses so far. Please RSVP if you are not able to attend so that we know you will not be there. RSVP deadline is June 30th.

# Staff Affairs Committee

# Dave Hanson

# The committee is working on putting together a document to help with retention and to help people understand the ways we can help in that area as well as how to understand the university’s pay system. Hopefully this will be submitted to the Executive Committee by the next meeting.

# Other issues from last month have been resolves except for the childcare leave proposal.

# If anyone is interested in joining the committee, please reach out to Dave.

# Sustainability Committee

# Mindy Cooper

# Columbus has finally adopted the carbon neutrality resolution!

# Bylaws Committee

# Nothing to report.

# Diversity, Equity, and Inclusion Committee

# Valerie Decker

# Nothing to report.

# Faculty and Staff Relations Committee

# If you would like to serve as a co-chair on this committee, please reach out to Heather.

# Membership Committee

# Beth Chaisson

# Nothing to report.

# Rewards and Recognition Committee

# Beth Chaisson

# Will be sending out information in June regarding the retreat awards.

# Staff Development Committee

# Leslie Albers

# Nothing to report.

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

# Camy Broeker

# Will the questions submitted to President Whitten before her address ever be answered? Answer: The ones related to benefits can be answered by HR. Otherwise, do not expect any of the other questions to be answered.

# Agenda Item XIII: Unfinished Business

# Heather Staggs

# None.

# Agenda Item XIV: New Business

# Heather Staggs

# A new scholarship has been created by the School of Social Work in honor of Ali Godby-Schwab, who has recently retired after 36 years in the IU School of Social Work. This scholarship is available to any students in the School of Social Work on any IU campus who are “nontraditional students or are returning to complete undergraduate or graduate degrees in the School.”

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

# Heather Staggs

# The meeting was adjourned. The next Staff Council meeting will be May 18, 2022, in the University Library Lilly Auditorium or via Zoom.

Social Media Statistics:



Minutes prepared by Rachel Molina

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