



IUPUI STAFF COUNCIL

Staff Council Minutes

October 16, 2019

Campus Center CE 409 ~ 2:00-4:00 p.m.

Members and Guests Present:

Nick Anton, Leslie Albers, Cheryl Avery, Kristy Beach, Kaitlin Bell, Kim Bloodgood, Jennifer Boehm, Lisa Braun, April Briggs, DoMonique Brock, Camy Broeker, Beth Chaisson, Kimberly Collier, Mindy Cooper, Jessica Davis, Cornelia Davis-Moore, Angela DeCamp, Margie Ferguson, Aaron Fields, Stacy Files, Alicia Gahimer, Julie Garringer, Erica George, Tasha Gilson, Michael Hernandez, LaVerne Johnson, Rachel Johnson, Emily Kempfski, Curtis Kester, Karen Lee, Mike Lulgjuraj, Heather Maddox, Maureen Malone-Reed, Teresa McCurry, Linsey Mosier, Tricia O'Neil, Cristina Padilla, Kim Richards, Mansi Singh, Heather Staggs, Holly Thomas, Jennifer Watson, Allison Wheeler, Terry Wilson, Carmen Wissmann, Mari Ann Wolceck, Beth Young

Members Excused:

Connie Anoskey, Miranda Benson, Mary Cox, Jeff Creasser, Sarah Glener, Sara Griffen, David Hanson, Patty Holt, Windi Hornsby, Lans Jameson, Jessica Moore, Beth Skiles, Liza Sumpter, Bianca Yates, Cathy Zappia

Members Absent:

Aimee Brough, Joan Charlesworth, Jessica Darling, Tricia Edwards, Carla Ewing, Andrea Janota, Ranna Johnson, Ina McBean, Kim Murday, Kris Powell, Nicholas Tabor

Agenda Item I: Welcome and Call to Order

Kristy Beach, *President*, 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 September 18, 2019, SC Meeting

Kristy stated that the September 18 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 said there were no corrections noted. With that, the September 18 minutes were approved as written and entered into record.

Agenda Item IV: Report from the President

Kristy Beach

Kristy provided the following information:

The SC Crew finished 61/84 in the co-ed division of the IUPUI Regatta. Members of the team were recognized and Camy was thanked for the sponsorship.

The Chancellor's Staff Recognition Ceremony was held on October 8th. The following staff council awards were given:

Gerald L. Bepko Spirit Award: Kathleen Grove, Derek Savick and Dezra Despain

Irwin Excellence Award: Lois Shuman and Deborah Stombaugh

Nathan Scholarship: Abby Rolland and Chris Dobbs

Bohan Community Engagement Award: Sara Griffin

The Harvey Milk dinner was held on October 5th. The council purchased 4 staff tickets and 2 student tickets.

United Way Day of Caring events are scheduled for October 25th at the Indianapolis Public Library, St. Mary's Child Care Center and the Wheeler Mission. Lisa sent out information on how to register. This is an IU approved volunteer opportunity.

Fun Facts – Paws Pantry

- Founded in 2013 – dedicated to helping relieve food insecurity for all students, faculty and staff
- The pantry is open three days a week – Tuesday and Wednesday from 10a-4p (students only) and Thursday from noon-6p (everyone)
- Paw's Closet was added in 2018 and is open on Tuesday from 9a-1p and Wednesday 3p-7p
- 1 in 5 Freshman are below the poverty line and considered food insecure
- 150+ IUPUI Community members use the pantry each week
- 16,000+ pantry items have been distributed to the Jaguar Community
- Paw's Closet Wishlist items include:

- Gently used, contemporary and clean clothing from non-smoking homes
- Casual patterned and plain tops
- T-shirts and polos with limited logos and business names
- Jeans, khakis, slacks, dress capris, skirts and dresses
- Casual and professional footwear
- Purses, neckties, scarves and jewelry (except earrings)
- Business attire (including pant or skirt suits, jackets, blouses and button-down shirts)

Remember – the IUPUI Staff Council sponsors Breakfast and Hygiene shelves

Agenda Item V: Update from the Senior Associate Vice Chancellor for Academic Affairs & Faculty Council Liaison

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

Margie provided the following update:

Academic Affairs is searching for a new position that will work on diversity education for faculty. The position will manage the search process for faculty and will work with promotion and tenure. A decision on a hire should be made in January.

Sabbatical time notices are due today. Academic Affairs helps oversee the process but it is governed by the schools.

A third tier has been added to lecturer ranks, Teaching Professor. This will be the highest rank. Work is being done to figure out expectations for promotion to this level, both at the campus and school level. This is happening now as it is likely that many will be interested in seeking the promotion during the next promotion and tenure process.

Agenda Item VI: [Information Item] IUPUI Anchor Housing Program

Jennifer Boehm, *Assistant Vice Chancellor for the Office of Community Engagement*, jrboehm@iupui.edu
Trevor Meeks, *VP, Single Family Lending at Indianapolis Neighborhood Housing Partnership (INHP)*

Jennifer gave a brief introduction on the program. The Anchor Housing Program is an incentive for employees to buy or rehab a home near their place of work. IUPUI has expanded the geographic boundaries for their employees and income limits have also increased. IUPUI wants to commit the available funding by the end of the year.

Trevor offered some background on INHP. The Indianapolis Neighborhood Housing Partnership is a non-profit who *connect people and place*. The organization offers homebuyer advising,

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education and lending programs and services. They also offer homeowner repair loans and now develop housing.

The Anchor Housing Program is an Indianapolis Chamber based initiative that IUPUI is participating in. The three pillars are *live, buy, hire*.

The IUPUI program offers incentives for employees to live closer to where they work. New homeowners can receive down payment assistance of up to \$10,000 and current homeowners can receive repair loans of up to \$5000 to repair to enhance the exterior of their home.

Eligibility requirements:

- Full time benefit eligible employee
- In geographic area
- Can only participate once
- Within Income limits
- Funds available on a 1st come 1st serve basis

Web link: <https://www.inhp.org/specialty-loans/anchor-housing>

Interested in applying – log in and complete registration form – someone will reach out to you and request documents. Once confirmed funds will be reserved for 90 days and then an additional 60 days to close on property.

A question was asked if there were any thoughts on assisting with re-financing current properties, this is not available via the Anchor Housing Project but INHP could possibly assist in other ways.

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

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

Camy provided the following update:

The Vermont Street garage will be closing from 9 p.m. on October 18th – 6 p.m. on October 20th to replace a transformer. The Barnhill garage will be opened for use during that time for use.

California street will close from Michigan Street to the ICTC dock to do utility work. It will remain open from New York street to the ICTC dock. This will happen soon and will last up to 2 weeks.

Sports 2.0 District – A study was funded by the state to look at IUPUI and it's refreshed look at IUPUI as amateur sports hub. The study looked at opportunities that might exist in the South Meadow area, south of Herron and north of NCAA (large field where the old tennis stadium used to sit). The goal is to do infrastructure work to create a multi-use sports field. Sidewalks would be added as well as additional tree canopy. The substation and utility areas will be hidden

via landscaping and screening. A question was asked to whether this work will reduce travel in the area. Camy said that it would not.

Tomorrow, October 17th, an earthquake drill will happen at 10:17a. All should take a moment to practice what would be done in the even of an earthquake - drop, cover and hold on. People with disabilities should lock, cover and hold on. The drill will last 10-15 minutes and an all clear will be given. All usual methods of the IU Notify will be utilized except for phones

Food court updates – the student choice area has been changed from tacos to burgers.

Camy reported for Human Resources:

Camy thanked everyone for the participation in the My Voice survey – IU had approximately a 70% response rate this time around. Results will be reviewed and plans will be developed in early 2020.

Open enrollment – packets are being distributed now and the open enrollment will be November 11 – November 22. Action is required to renew the tobacco free affidavit, make a change to your HSA or update a TSB.

New highlights – Weight Watchers is now available free of charge (tax implications apply). A new diabetes management program is now available as well as a hearing aid benefit. There has been an expansion of supplemental life insurance and a new function to cover dependents. A question was asked if a dependent can participate in the life insurance if the employee is not enrolled in the supplemental life insurance. Camy is has reported that the employee must be enrolled in Supplemental Life in order to pick up Dependent Life Insurance.

A question was asked if long-term disability insurance is still available (was not listed in open enrollment materials). Camy reported that employees have an option to enroll in long term disability at any time after 30 days of hire by submitting an enrollment form and Medical History Statement to the Standard Insurance Company. Instructions and forms on how to apply for LTD coverage: <http://hr.iu.edu/bcc/programs/ltd.html>

Retirement changes –

- There will now be single provider for retirement as of January 2020 for professional ranked staff – Fidelity Investments.
- Support staff not covered by PERF, hired after July 1, 2013, retirement coverage will go up to 10% as of January 1, 2020 (IU Retirement and Savings Plan for support staff). If covered under PERF nothing changes.

The annual Health and Benefits Fair will be held on November 14th from 9 a.m. -3 p.m. in the Campus Center.

Parking/Shuttles -

- The new parking garage is in the planning stages. There needs to be a plan for additional surface lot parking before an existing lot can be taken up to build a garage. The hope is to have approval in spring 2020 and would then take approximately twelve months to build. It would most likely be built in the east quadrant near the Gateway garage.
- There would be a look at rebalance parking via surface lots and garages.
- A comment was made regarding concern from employees about available parking after 9a. Camy encouraged employees to utilize the North Campus parking and shuttle – the shuttle trip would most likely take less time than driving around looking for surface lot parking on campus. There is capacity at the north lots – there are two along Indiana Avenue.
- Will there be any effort to make the shuttles more user friendly? For example, to be able to plan a trip from campus to Fairbanks Hall? It would be nice if we could enter start address and end address and get shuttle recommendations. Phone app not as easy to use as computer app.
- Is there any consideration to add Goodman Hall as a shuttle stop? Cami will take a look. She will also look at better connecting to the IUH Shuttles.
- Validations have moved from magnetic strip to a bar code. These are used the same way, it is just a different technology on the back end. There will be an incremental release of the new passes.
- The campus will not be adding to the reserved parking available. Those who currently have reserved spots are grandfathered in and do not have an end date as to when they must give up. Reserved spots are *not* transferrable.

Agenda Item IX: [Information Item] Office of Sustainability Update

Jessica Davis, Director, davisjg@iupui.edu

<https://sustainability.iupui.edu/>

“‘Sustainability’ is meeting the needs of the present without compromising the ability of future generations to meet their own needs.” *United Nations Brundtland Commission, 1987*. What does that mean - needs not wants,

3 things to be sustainable...

- Environmentally friendly
- Socially just
- Economically viable

New Resources:

- Green Event Guide was developed by students at Herron and is intended for all groups across campus. There is a hope to allow events to be certified as sustainable. It is

possible to run an event on 100% sustainable electricity, though it may be at a small charge.

- Green Catering Guide was developed in partnership with Chartwells.

Energy challenge update – This is a competition to reduce energy use that is currently in its 3rd week and will end October 18th. Last year the challenge for residence halls only. In 2019 the competition is Tower v. North Hall and University Library v. Campus Center. So far 176,000 kw have been saved in three weeks. Eventually it will be in all building on IUPUI and will compete IUPUI v Bloomington.

Upcoming opportunities:

- Greening IUPUI Campus Grants – applications open November 1 and due February 14.
- April 10 – Indiana Sustainability Conference
- Fresh produce market is held on the 3rd Tuesday of each month and during the annual Health & Benefits Fair

Agenda Item X: [Information Item] Bylaws Update

Teresa McCurry, *Parliamentarian*, tmccurry@iupui.edu

Updates to the bylaws will be “pieced” out to make the process easier and will be emailed out to the council with changes highlighted in yellow. Votes will then take place during the monthly meetings.

The first update was shared with the council and clarifies attendance and mission. Vote: Objections – none, a show of hands showed all in favor. Two updates to the bylaws were passed.

Agenda Item XI: Standing, Ad Hoc, and Other Standing or University Committee Reports
Committee chairs (discussing committee goals/responsibilities)

Committee Reports:

1. Kaitlin Bell – Special Events Committee
 - a. During the current blood drive there were 33 donors registered at the Bloodmobile with 26 units collected and 10 registered for first time. 25 donors were registered at the ROC with 20 units collected.
 - b. Zoo approved for 2020 retreat, more planning to come
2. Alicia Gahimer – Diversity, Equity, and Inclusion Committee
 - a. Met at Tower on \$5 Fridays
 - b. Collecting issues and groups that might want to work with and beginning to have conversation

- c. Met with Camy – brainstormed some training that might partner with as well as other things that might allow us to be the eyes and ears for the campus i.e. changing gender to “they” in bylaws
- d. All are welcome to work with committee or offer thoughts and ideas

Special Events Committee October Meeting Minutes:

Attendees: Kaitlin Bell, Mary Cox, Kris Powell, Jennifer Watson

- I. Welcome – The meeting began at 11:04am
- II. Blood Drive
 - a. Oct. 9th, Taylor Courtyard bloodmobile, 10am-4pm, Riley Outpatient Center (ROC), Conference Room A, 10am-3pm.
- III. 2020 Retreat
 - a. Venues – Kaitlin provided a cost comparison spreadsheet for discussion. The committee agreed that the Zoo provided the most value for the money, and addressed the feedback from the last retreat where one-third of responders suggested the Zoo.
 - b. Discuss keynote speaker/presenter – The Team Building group is flexible on price and willing to work within our budget. They also said they could do afternoon breakout sessions at no additional charge.
 - c. Theme – The theme will be determined once the venue has been decided.
- IV. Health & Benefits Fair – Nov. 14, 2019, 9am-3pm
 - a. Sign-up sheet for one-hour shifts will go out later this month
- V. Holiday Party – Dec. 11, 2019
 - a. Sign-up sheet for sweet or salty snacks will go out in mid-Nov.
 - b. Kaitlin asked the committee to think about what activity we could do for fun at the party.
 - c. Kaitlin will follow up with Christamore House to see how we can best meet their needs at this time of year.

Next meeting: Tuesday, Nov. 12th, 11:00am-12:00pm, AD 4043

Agenda Item XII: [Discussion Item] Dream BIG!

Kristy Beach

A guest shared that the Dream Big group has met several times this year and are offering great programs such as females negotiating salary. The guest has already accomplished one of her goals which was to become a Dream Facilitator in own department.

Lodema Lines reached her dream of retiring and traveling. The School of Education is hosting a retirement celebration for Lodema on November 5th from 1p-3p. An invitation and Event Brite will be sent out to all by Lisa via email.

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Agenda Item XIII: Question and Answer Period

Kristy Beach

No questions submitted.

Agenda Item XIV: Unfinished Business

Kristy Beach

There was no unfinished business.

Agenda Item XV: New Business

Kristy Beach

Staff mentoring program – those involved should have received their mentor/mentee assignments. Discussion under way regarding mentoring training and onboarding will take place on October 21st.

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

Kristy Beach

With no further business, appearing the meeting was adjourned at 3:27 p.m. The next Staff Council meeting will be November 20, 2019 in UL Lilly Auditorium.

Minutes prepared by Beth Chaisson for Lisa Elko, Staff Council Coordinator
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