Members and Guests Present: Lisa Elko, Connie Anoskey, Kristy Beach, Miranda Benson, DoMonique Brock, Aimee Brough, Loren Bumbalough, Jeff Creasser, Mindy Cooper, Angi Hill, Mary Cox, Cornelia Davis-Moore, Angela DeCamp, Valerie Decker, Erin Detweiler, Carla Ewing, Sarah Glener, David Hanson, Patti Holt, Margie Ferguson, Miriam Murphy, Mark Volpatti, Kristi Palmer, Rachel Johnson, Ranna Johnson, Laura Kernodle, Alicia Libla, Lodema Lines, Mike Lulgjuraj, Ina McBean, Teresa McCurry, Lindsey Mosier, Tuan Nguyen, Tricia O’Neil, April Peigh, Rebecca Pope, Kris Powell, Kim Richards, Chris Rohl, Mansi Singh, Heather Staggs, Liza Sumpter, Nicholas Tabor, Angelica Barney, Terry Wilson, Carmen Wissmann, Beth Young, Kim Collier, Leslie Albers, Emily Kempski, and Kim Murday.

Members Excused: Kaitlin Bell, Beth Chaisson, Joan Charlesworth, Jessica Darling, Tasha Gilson, Michelle Haug, Windi Hornsby, Lans Jameson, Jessica Moore, Julie Rodgers, Beth Skiles, Holly Thomas, and Cathy Zappia.


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 2:10 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 March 20, 2019, SC Meeting
Kristy stated that the March 20 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 stated that there were no corrections noted. With that, the March 20 minutes were approved as written and entered into record.

**Agenda Item IV: 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:

- The dean search for the library has concluded and the office of international affairs is underway. There will be additional searches coming...
- Letters have gone out for promotion and tenure.
- The Chancellor’s Honors Convocation is coming up and Margie’s office will be streamlining so it’s not an ominous event.

Margie wanted to comment on the lack of nominations for awards for faculty and staff. She said frequently there are not a lot of nominations and there are many deserving faculty and staff who are not getting nominated.

Additional comments made:
- Making sure to send out nomination notices in advance. Marking them on your calendar.
- Making sure the information is on the website for reference.
- Knowing who is eligible and who has won before.

Lisa said that she would reach out to Karen Lee to get timelines for awards that come from Academic Affairs so that Staff Council can help promote nominations.

Margie said that if you have any feedback on nominations that she would like to hear it.

Lindsey also mentioned that there are also some university wide awards through the School of Medicine and provided the following link: [https://facultymedicine.iu.edu/advance-your-career/awards](https://facultymedicine.iu.edu/advance-your-career/awards).

Margie says please email her anytime with questions.

**Agenda Item V: [Information Item] Books on Demand Program**
Kristi Palmer, *Interim Dean*, IUPUI University Library, klpalmer@iupui.edu

Kristi gave the following presentation on the Books on Demand Program:
IUPUI University Library is excited to offer students, faculty, and staff the new Books on Demand service. In the past, librarians have selected new books for the Library’s collections based on profiles of the schools and departments’ research and teaching. The collections were limited by the Library’s budget, and librarians could only purchase a percentage of the items that fit within the profiles.

Now with Books on Demand, all of the books that would be included in a school or department’s profile will be added to IUCAT, the Library catalog, and a book will be purchased whenever a student, faculty, or staff member wants to use it. With this program, the Library is adding thousands of new books to the collection.

Rationale:
- Spend purchasing funds more wisely.
- Quick on demand vs. just in case.
- IUPUI students, faculty, and staff continue to have a voice in shaping the Library’s collection.

Sept-Dec 2017 – 124 automatically ordered history books totaling $4,880.

Sept-Dec 2018 – 3 history books selected on demand through IUCAT totaling $314.44 a savings of $4,565.56.

Pilot Review:
- The Books on Demand Pilot officially launched on 9/17/18 with the faculty in the Schools of Nursing and Social Work and the History Dept.
- On Demand Services webpage was created to demo services and answer questions.
- Faculty were notified through email.
- In addition, the Interim Dean mentioned the pilot in presentations to the Deans’ Council, IUPUI Faculty Council, IFC Library Affairs Committee, and other groups.

Usage:
- 88 books requested and delivered
- $5,000 spent

Kristi then asked how many people are familiar with ScholarWorks? ScholarWorks shares over 15,000 articles, posters, reports, theses, educational materials and historical documents submitted by members of the campus community. You can use ScholarWorks to find readers for your work, get cited, and share knowledge. You can learn more about ScholarWorks here.
Questions?

Is there a limit to the number of items I can request through the on Demand services?
There is no limit to the number of books or films an individual can request. There is currently a limit of 5 articles a person can request in an 8-hour time period.

Can Medicine, Dentistry, or Law students, faculty, and staff use the on Demand services?
At this time, on Demand services can only be used for users of IUPUI University Library and the Herron Art Library. Medicine, Dentistry, or Law students, faculty, and staff cannot should not submit requests.

Kristi also shared a brochure from the library.

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

Kristy Beach

Kristy reported the following:

**Dean Searches:**

Rafael Bahamonde has been named founding dean of the School of Health and Human Sciences, effective July 1.

The search for the University Library dean has concluded and feedback was due by noon on March 28. No announcement has been shared yet on which candidate was chosen.

The search for the AVC/AVP for the Office of International Affairs is underway and we will have three finalists visiting campus this month.

**2019 Staff Council Elections:**

**Staff Council Reps:**

Voting: April 8-19 – closes Friday! If you haven’t cast your vote yet. Do it today!
Announce – May 15, SC Meeting

Executive Committee Reps:
Nominations: April 22-May 3
Speak – May 15, SC Meeting
Voting: May 20-31
Announce – June 19, SC Meeting
*We will be electing a Second Vice President, a Corresponding Secretary, and 3 Member-at-Large positions.

Staff Development Professional Grants Spring 2019

The spring deadline was April 1st. There were a total of 18 grants submitted and the committee is currently reviewing submissions.

Staff Development –Mini Conference

The 5th Annual Mini-Conference is Friday, May 24. The agenda is set and registration opened this past Monday. We already have 185 staff members registered and the conference is open to 300 staff this year. If you have not sent the email that Lisa sent earlier this week, please make sure to do that ASAP. We want to give the opportunity to attend this FREE conference to all staff.

Special Events Committee:

Hope all of you were able to attend the Staff Council Blood Drive was last week. We had 36 sign up and 30 donated.

Kristy’s Fun Facts: Quilting

- The world’s largest quilt is the AIDS Memorial quilt. It weighs 54 tons.
- However, the world’s largest historical quilt is in Antler, North Dakota. The quilt depicts the state in a colorful map spread out over 11,390 square feet. Many homes aren’t event that large.
- The United States has approximately 21 million quilters with an average age of 62.
- Quilting in America creates a $3.7 billion industry every year.
- Paducah, Kentucky, bills itself as the quilting capital of the world.

Kristy asked if there were any additional questions. No questions asked.

Agenda Item VII: Update from the Vice Chancellor for Finance and Administration
Mark Volpatti, Associate Vice Chancellor for Auxiliary Services, volpatti@iupui.edu
Mark wanted to share that there will be a change in parking permit rates moving forward.

- Beginning July 1 we are moving to a tiered approach using the same band used for health care benefits.
- There will be a new baseline and your salary will determine the rate and increase. We are moving this direction to help support the lower paid employees. **Your June salary will be used to determine the increase.**
- Rate information will come later but we are expecting a 0-2% increase except reserve spaces. We would like to maintain a 0% increase for our lower paid employees as long as possible.
- If you pay using payroll deduct the new rate will be pre-tax. If you do not do payroll deduct it is on a tax base.
- Parking services will have the additional expense. Working hard through efficiencies not to raise them by more than 2%.
- Bloomington is moving to this model at the same time. All campuses will be on same band of tiers but each campus can set their own rate. Ours is narrow.
- We will know the rate increases in May.
- IU health we provide parking for them. We are not implementing the salary band for them. We have negotiated an affiliate rate with them.
- Adjunct and temps will fall into the lower band.
- There will be a 1% increase for students.

Groundbreaking for the MRCB (Multidisciplinary Research and Classroom Building) is scheduled for April 23 in Hine Hall. In the coming weeks, parking spaces in the lot will close in phases to make way for construction. Dates could be subject to change, but a general timeline calls for the following:

- On or about April 22, parking spaces in the northern half of the lot will be unavailable to allow workers to mobilize equipment and locate utilities. Parking will be available in the southern section of the lot.
- On or about April 29, parking spaces in the southern half of the lot will be unavailable to allow workers to mobilize equipment and locate utilities. Parking will be available in the northern section of the lot.
- On or about May 6, the lot will close permanently, and no parking spaces will be available.
Since construction of the Multidisciplinary Research and Classroom Building will essentially remove what's known as Surface Lot 83 from IUPUI's parking space inventory, IUPUI Parking Services has a plan.

Lot 83 is currently designated for individuals with EM permits. As construction begins, IUPUI Parking Services will allocate about half of the parking spaces in student lots 73 and 85 to accommodate the closure of Lot 83. That means lots 73 and 85 will serve both employees and students.

Students with ST permits may still park in the Gateway parking garage.

Additional disability spaces for those with D permits will be made available in Lot 73 near the crosswalk on Michigan Street.

Mark then wanted to ask what everyone thought of Simply Puur. The following were comments that were provided:

- Love it,
- Wish there were more vegan options.
- Bowls are big.
- Best smoothie I've ever had.
- How are gluten options there?

Mark asked if there were any additional questions. No questions asked.

**Update from Mark about Simply Puur:**

*Thank you for the opportunity to speak with you last week to discuss Parking. During the meeting, a few individuals had questions about Vegan and Gluten Free options. I spoke with Chartwells and received the following information from Jared Mahnensmith, Director of Dining Services:*

*I'm happy to also tell you that we have hired a chef to help oversee Simply Puur. His name is Tyrus and he and I have been working together on the menu. We are identifying bowls through our corporate program, Webtrition, with vegan options. Tyrus is going to be a wonderful asset. He's already created recipes... he just handed me a recipe for "Vegan Pineapple Fried Rice", which sounds amazing. We will work on creating the nutritional values for recipes such as these. We'll continue to work through Webtrition as well.*

*We do have a number of Gluten Free options in Simply Puur. Nearly every recipe is GF with the exception of any recipe with farro and barley. Your email does identify the importance of marketing these items clearly for our customers; not just for GF options, but we should also be labeling vegan options as well.*

*Tyrus and I will make these things a priority and hope to have Vegan Bowls and marketing identifiers quickly.*
Again, thank you for the constructive feedback.

**Agenda Item VIII: Report from Human Resources Administration**
Juletta Toliver, *Senior Director for Human Resources*, jtoliver@iupui.edu

Juletta was unable to attend the meeting today but provided the following written report:

**HR will be hosting a Pre-Retirement Symposium**
- On April 24 in the Campus Center Theatre
- Registration starts at 7:45am and program wraps at 4:45pm;
- Attend all or part – reminder email coming soon with more details
- Open to anyone considering retirement within the next 2-3 years

**HR Compensation** wants to remind departments that as we move closer to the implementation of the Job Framework Redesign, no new PAO positions will be created and no existing positions will be reclassified to PAO effective July 1, 2019. However, until the new framework is implemented, vacated PAO positions may continue to be posted and filled at the PAO classification. More info can be found at: [http://hr.iu.edu/redesign/faq.html](http://hr.iu.edu/redesign/faq.html)

Questions? Can spouses attend the pre-retirement symposium too? Yes. Please be sure to have him/her send an RSVP in addition to yours.

Here is the link to live stream the symposium and to see frequently asked questions: [http://hr.iu.edu/benefits/preretirement-symposium.html](http://hr.iu.edu/benefits/preretirement-symposium.html)

**Agenda Item IX: Report from Faculty Council Liaison**
Miriam Murphy, *Director, Ruth Lilly Law Library*, mimurphy@iupui.edu

Miriam reported the following:
- Purdue schools looking into investing in billboards to let parents/students know they are staying at IUPUI. Looking at ways of getting more news out that they are still here.
- Doing a study on commencement. All ceremonies to be on one day. Ongoing issues.
- Hine Hall courtyard is getting a jaguar statue.
- IFC is also going through their election process.
- 3rd tier for lecturers is ongoing...
- Faculty portal with IU communications. Aware that staff are affected too. Kathy Johnson wanted this looked into. This is why it is for faculty. Trying to come up with a one-stop shop. Everything you need in one place. There are over 150 newsletters on campus. This is a multi-step process. Looking at needs first, then layout, then feedback, then expand to all.
Budgetary affairs committee gave an update on the IU online programs, which are 12% of all credit hours. Questions, are these new unique dollars? Looking at a growth opportunity.

Camy reported on state appropriations. School of Medicine and Dentistry have gotten their 1% appropriations. Purdue does not participate in the appropriations divvying up process (based on retention factors).

Looking into Bird and Lime scooters reducing their speed to 8mph on campus.

Miriam asked if there were any questions. No questions were asked.

**Agenda Item X: [Discussion Item] First Read of Revised Bylaws**

Kristy Beach

Kristy provided the following update regarding the Staff Council Bylaws:

The Bylaws committee has submitted their revisions to the executive committee for review. The executive committee is reviewing and making edits. At the May meeting the full council will have the first read of the Bylaws and have the opportunity to make comments or offer additional edits. Depending on the outcome of the first read the following will happen:

- If no edits are suggested we can move forward with a vote.
- If edits are suggested. Those edits will be made and those revisions will be sent to everyone again for a second read at the June meeting.

Lisa will send the Bylaws out via email for review prior to the May meeting.

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

Committee chairs (discussing committee goals/responsibilities)

Kristy announced that during this portion of the agenda that all SC committees were going to take about 15 minutes to meet and then for the last 15 minutes a member from each committee would share what their committee discussed. Some items that were shared:

- Things committees were currently working on.
- Items that will carry over to next year.
- Talk of members that are falling off after this year and those who will be staying on and want to remain on their current committee for the next year.
- Highlights of things there committee have accomplished this year.

**Special Events Committee**

1. Welcome – Kaitlin started the meeting at 2:00pm
II. Blood Drive – Wednesday, April 10, 10am-2pm MedSci Atrium, 10am-4pm Taylor Courtyard
   a. New Indiana Blood Center contact: Jennifer Bean
   b. Kaitlin requested student volunteers to assist at Taylor Courtyard

III. 2019 Retreat – Newfields July 12, 2019
   a. Catering –
      i. **Action Item**: Lisa will contact Jenny from Kahn’s to discuss the menu for the day and ask if we can bring in our own anniversary cake. She will also ask about the number of seats at the table and ask for horseshoe seating.
   b. Welcome – There will not be a video with Chancellor Paydar.
      i. **Action Item**: Lisa will continue to see if the Flat Nasser can be located for use at the retreat.
   c. Ice Breaker – Ranna brought some ideas that were discussed.
      i. **Action Item**: Lisa will send an email of ideas to the SEC and the committee will make a final decision at the May meeting.
   d. Keynote Speaker – Kaitlin tried to email Ellen Poffenberger but it bounced. Other ideas were discussed.
      i. **Action Items**: Kaitlin will contact Connie Anosky @ the Office of Community Engagement for suggested keynote speakers; Ranna will check her notes from an earlier meeting re: interactive personality test.
   e. Breakout Sessions –
      i. Kaitlin secured Steven Lalevich, dietitian with Healthy IU, to present “Nuts about Nuts”.
      ii. **Action Items**: Kaitlin will contact Patty Hollingsworth, Healthy IU, to do yoga or a mindfulness session. Kaitlin will contact Newfields about museum and/or garden tours. Michelle Haug will email the committee with her findings on the campus art curator and Chris Dodds.
   f. Swag –
      i. Lisa brought samples of the straws that have already been ordered, as well as two sample umbrellas, and a Lego calendar. Kaitlin provided the proof of 40th anniversary pins that have been ordered. T-shirts were discussed. A final decision will be made at the May meeting.

Next meeting: Tuesday, May 7, 2019, 2:00 – 3:00pm, AD 4043
For Approval:  5-15-19

[Ad hoc] Sustainability Committee:

Buying office supplies made with recycled content helps close the recycling loop!

There were no other committee reports.

Agenda Item XII: [Discussion Item] Dream BIG!
Kristy Beach

Kristy finished the quilt she made for her niece and showed it to everyone.

Lindsey shared that her family had been making renovations to a bathroom and she was happy to report that it now has running water!

Aimee shared that she recently bought a house. She also shared that she recently taught a sock knitting class.

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

Teresa wanted to share that the Library’s Green Team was a recipient of an IUPUI Office of Sustainability Greening Grant for 2019. They were awarded this grant to fund their first 5 years of a seed library. The concept is simple and being a library it was easy for them to implement. They will loan out seed packets to anyone who has borrowing privileges at the University Library. They’ll use a simple barcoded envelope to check packets out as one would check out a book.

Indianapolis has a couple seed libraries within the Glendale and Spades public libraries but University Library will be one of very few academic libraries to do this. Starting conservatively, they will purchase herb seeds and will loan out seed packets to library patrons which will include students, staff, faculty and community patrons (Indiana residents). They plan to expand the seed library to vegetables and flowers later.

The hope is to ignite an interest in gardening by new groups in and around campus. The campus climate is conducive to this sort of effort since the campus urban garden and bee hives are thriving!

There was no new business to report.

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

Kristy Beach

With no further business, appearing the meeting was adjourned at 3:53p.m. The next Staff Council meeting will be May 15, 2019 at Campus Center CE 409.

Minutes prepared by Lisa Elko, Staff Council Coordinator
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