

Staff Council Minutes

April 16, 2025 ~ 2:00-4:00 p.m.

Campus Center 309 and Zoom

**Members and Guests Present:** Leslie Albers, Sadiya Ali, Connie Anoskey, Jesse Beck, Chad Beckner, Thora Berndt, Brayden Bridgeman, Aaron Buck, Beth Chaisson, Crystal Clark, Mindy Cooper, Jeff Dawn, Connie Ely, Ailish Evans, Kevin Fryling, Alicia Gahimer, Jennifer Gilles, Roland Graham, Lauren Gronke, Todd Grooten, Jill Henry, Nick Hyllested, Kim Johnson, LaVerne Johnson, Madeline Jones, Stephanie Keiner, Tammy Leone, Anne McGee, Mercedes O’Connor-Gosser, Amber Phillips, Kris Powell, Matthew Radican, Anita Sale, Lindsay Sanner, Emily Skoniecke, Ellise Smith, Paige Smith, Anita Snyder, Heather Staggs, Olivia Stoner, Yolanda Taylor, Dillon Waggoner, Heather Wagoner, Dionna Weatherly, Laurie Welty, Andrea Zeek, Lisa Angermeier, Tasheena Brown, Ana Gutierrez-Gossweiler, Anne Mitchell, Charlotte Pell.

**Members Excused:** Tricia Edwards, Huma Siddiqui

**Members Absent:** Alan Beard, Melissa Decker, Angie Harmon, Lindsay Heinzman, Erika Leary, Natalie Lin, Jamunabai Prakash, Summer Rozear, Jordan Wheatley, Catherine Zappia.

# Agenda Item I: Welcome and Call to Order

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

IU Indianapolis Staff Council 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 with one change.

# Agenda Item III: [Action Item] Approval of the Minutes of the March 19, 2025 Staff Council Meeting

**Agenda Item IV: Report from President**

* Results from the March 26 blood drive were
	+ 30 registered donors, 18 whole blood donations collected, and 6 red cell donations: totaling 12 blood products.
	+ Total of 30 lifesaving blood products
	+ Potential impact to 90 local patients
* The opportunity to apply for a SC Professional Development Grant closed April 1st. We received 10 applications this time. The next grant opportunity is August 1. Please consider submitting a grant application for professional development for yourself and encourage your peers and constituents to as well.
* The Staff Council Professional Development mini conference is being held on April 23 in the Campus Center. Registrations are full, but waitlist requests are being accepted through 4/18.
* Members of the IUI Staff Council Executive Committee were able to take part in the IUI Celebration of Faculty and Staff Excellence Brunch on 4/8/2025 where we were able to award our honorees for IUI SC awards.
	+ Carol D. Nathan Staff Council Scholarship – Jacqueline Cooper (Ruth Lilly Law Library)
	+ Glenn W. Irwin Jr. MD Experience Excellence Award – Marj Hopper (Office of the Registrar)
	+ Nan Bohan Community Engagement Award – Kim Sarver (POLIS Center)
	+ Bepko Spirit Award – Kylee Sutton (Stark Neurosciences Research Institute)
	+ Sustainability Award – Clay Collins (CFS)
* Staff Council Awards for representatives are opening soon. Awardees will be recognized at the SC Retreat in July. Please consider nominating yourself or another SC rep.
* Nominations open June 2-13.
* IUI SC Awards
	+ Outstanding New Member
	+ Outstanding Committee Chair
	+ Member of the Year
* April 23rd is a busy day this year.
	+ The Staff Council Professional Development mini conference is being held in the Campus Center. Registration is full but waitlist requests are being accepted through 4/18.
	+ Administrative Professionals Day.
	+ IU Day.

**PROFESSIONAL DEVELOPMENT & INVOLVEMENT OPPORTUNITIES**

**IU Indianapolis Events Calendar**  <https://events.iu.edu/indianapolis/>

**Road to Financial Wellness**

* 4/17 12-12:45p: Create a Budget and Build Emergency Savings
* 4/21 4-5p: Managing Money – Budget, Emergency Savings, and Debt
* 5/13 12-12:45p: Tackle Debt and Understand Your Credit Score
* 5/16 12-1p: How Consolidating Accounts Could Help You Save Time and Money

**Care Talks** (1-2p)

* 4/17 : Increasing Mental Toughness
* 4/22 : The Connection Between Mental Health and Exercise
* 5/1: The Path to Inner Peace
* 5/13: Disabilities & Neurodiversity: Record Keeping
* 5/14: Investment Basics
* 5/15: Building Better Relationships through Effective Communication
* 5/21: Aging & Adult Care: Caregiver Burnout

**Additional Opportunities**

* 4/21 11a-5p, Campus Center 1: Drug Take Back Day: Collection and Safe Disposal
* 4/25 9a-12p, University Library: Arbor Day Tree Planting
* 4/25 12-1p, Reducing Mom-Guilt and Catching Joy Instead

**STAFF MILESTONES**

Each month we will highlight staff milestones from the various year thresholds. As a reminder all staff milestones for the month are listed on the Staff Council website under the Staff Recognition header.

* 5 years - 6
* 10 years – 10
* 15 years - 6
* 20 years - 4
* 25 years – 8
* 30 years - 2
* 35 years – 1
* 45 years – 1

We will celebrate our 30, 35, and 45 year anniversaries this month.

Athletic Update



**Agenda Item V/VI: Updates from Finance & Administration and Human Resources**

Anne shared the following updates:

Finance & Administration

* New STEM Lab building construction – northwest corner of New York Street and Blackford Street.
* Parking lot 73 permanently closed along with along with a Gateway Garage entrance for construction of the Purdue building.

Human Resources

* Dean of Nursing – search is now paused. Will pick back up in the fall.
* Vice Chancellor for Enrollment Management is posted.
* Vice Provost for graduate affairs/education is now posted.
* Kristi Palmer review in progress.
* Staff Welcome event– our first one was last month.
* Olivia led the event.
* A lot of great engagement.
* Performance at IU conversations.
* Conversations are due by April 30th.
* Attestations are due by May 15th.
* Sexual assault awareness month – you will see people wearing teal or teal ribbons.
* Asian Heritage Month – in May, but we celebrate in April because of the academic calendar.
* Faculty and Staff Award ceremony.
* First time for the event where faculty and staff were recognized alongside one another.
* HR created two staff awards for the event.
* Rising Star Award
* Supervisory Excellence Award
* We are monitoring federal and state legislation discussions.
* The Chancellor has appointed a Faculty Fellow who is Tom Stuckey.

# Agenda Item VII: Update from Faculty Council

Lisa Angermeier, *Faculty Council Liaison*, langerme@iu.edu

* IU is reviewing the Expressive Activity Policy (UA-10) - <https://policies.iu.edu/policies/ua-10-expressive-activity/index.html>
	+ If you have thoughts or suggestions you would like to share, don't hesitate to get in touch with IUI Faculty President Phil Goff (pgoff@iu.edu)
		- What should be changed?
		- What is your rationale for the change?
* IUI Faculty Council Executive Committee and Chairs of Committees met with Michael Huber, IU Vice President for University Relations, to discuss Indiana legislative updates
	+ SB 289 has become less intrusive to universities as it has moved through the legislative process
	+ Still monitoring until the end of the legislative session at the end of April
* Graduate students have asked that faculty members point out the list of student support services in Canvas to their classes each semester
* Policy Development, Revision, and Retirement at IU (UA-08)
	+ Too many policies (363 at the University level, over 1,400 at the Campus and School levels, mixture of policies, procedures, guidelines, and standards)
	+ Policies were created in isolation from one another.
	+ A new procedure using a Policy Executive Committee (PEC) to oversee policies at IU has been developed.
	+ See meeting slides for more details - <https://facultycouncil.indianapolis.iu.edu/FCContent/Html/Media/FCContent/minutes/2024-2025/04-15-2025/meeting-slides-04-15-25.pptx>
* Tom Stucky has initiated a campuswide conversation called **“Forging an IU Indianapolis Identity” or “Building our Cathedral.”**
	+ Tom Stucky is working on this initiative as a faculty fellow in the Chancellor’s Office.
	+ Goals
		- To articulate/ reinforce/ reinvigorate our shared identity through a set of 4-6 core values and guiding principles to enact those values.
		- To identify strategies and activities consistent with these values and guiding principles that will make IU Indianapolis a destination of choice to work and study.
		- To give meaning to an “Indiana’s premier urban research university”.
		- To gather stakeholders and strengthen our common bonds.
		- To recommend mechanisms to ensure the values and principles are infused throughout our work at IU Indianapolis
	+ Activities
		- Phase I (Identifying our Shared Identity)
			* Discussions among students, staff, faculty & administration to articulate, reinforce, and leverage our shared identity.
			* Phase I (Identifying our shared identity)
			* Create Task Force
			* Gather existing artifacts that speak to IUPUI identity/ core values
			* Short survey of stakeholders
			* Conduct focus groups
		- Phase II (Leveraging values and guiding principles)
			* Bring together large groups to brainstorm possibilities for leveraging identity in conjunction with/ IU 2030
			* Identify what we can/will DO with the information gathered in phase I.
			* Conduct a series of half-day retreats to allow time for deep discussion and aspiration definition as well as action steps across the entire campus infrastructure
			* Identify benchmarks/ milestones for accountability
			* Share public timeline of activities/progress
			* Task Force or Commission works with constituent groups (student leaders, staff council, IFC, administrators) to create action steps within the purview of each group
			* Annual reporting on progress/ re-engaging groups to ensure work has a lasting impact
	+ Tentative Timeline
		- Spring/ Summer 2025
			* Task Force creation, development of the survey, gathering existing documents
			* Solicit resources for expertise in surveys, student group work, etc.
		- Fall 2025
			* Conduct survey/ focus groups and analyze data to draft common identity document
			* Share information widely and receive feedback
			* If possible, begin Phase II **gatherings** to **articulate strategies to leverage identity**
		- Spring 2026
			* Identify measurable, time-bound activities from discussions to strengthen, share, and leverage identity. Publicly share activities planned.
		- Fall 2026 / Spring 2027
		- Implementation of action steps, coordinate unit-level action steps, and identify next steps to embed values/ guiding principles in the **institution.**
	+ Please contact me (langerme@iu.edu) or Tom Stucky (tstucky@iu.edu) if you want to participate in this campuswide conversation.

# Agenda Item VIII: Update from Senior Academy

# Mary Chappell, *Senior Academy Liaison,* mchappel@iu.edu

# Reviewed the Senior Academy website: <https://senioracademy.indianapolis.iu.edu/>.

# “Associate” membership is now an option for existing faculty and staff who are 55 years of age or above.

# Annual fee is $25.00 and lifetime fee is $200

# Apply for membership on the Senior Academy website

# Full membership will be established once you become a retiree.

# Discussing the potential to serve as mentors for faculty and staff nearing retirement with campus HR.

# Senior Academy will be handing out information at the Staff Council professional development conference on April 23.

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

Amanda Keene, Director of Campus Sustainability, alkeene@iu.edu

# Presentation started with an introduction of Sustainability team members and mission statement.

# Climate Action Plan updates

# Solar

# Conducted solar feasibility study

# New buildings solar ready

# Virtual Power Purchasing Agreement

# Electric Vehicles and EVSE

# Fleet electrification study

# EV engineering analysis

# IU wide RFP

# Energy Conversation Measures

# Retro-commissioning

# Power-down campaign

# New building meeting LEED standards

# Sustainability Reporting

# IU Indianapolis achieved a STARS Gold rating for the 3rd consecutive submission

# FY24 GHG inventory nearing completion

# Ranked 5th in the nation and the top 10% worldwide in the Times Higher Education Impact Rankings

# Recognized as a Tree Campus Higher Education University since 2012

# Recognized as a certified Bee Campus since 2017

# Tree Inventory

# IU Indianapolis tree canopy goal of 28%; currently at ~25%

# State-wide inventory of IU trees: species, height, DBH, health, pests, management

# Replacing Callery Pears with native species – thanks to a grant from DNR!

# Enhancing Bike Culture

# Free bike repair shops in partnership with Nine13sports

# Free u-lock program

# Dedicated bike storage rooms in Tower Garage and Health Sciences

# Resource Development

# Sustainable SWAG Guide

# Waste Signage

# Expanding waste bin and signage standardization across all campuses

# Collaborating with CFS to deploy a group of interns to assist with signage installation

# Upcoming Events

# Sow & Tell: Urban Garden Edition

# April 17 10-11:30a

# University Library 1126

# Biology Club Plant Sale

# April 22-24 9a-5p

# Taylor Courtyard

# Arbor Day Celebration & Tree Planting

# April 25 9a-12p

# University Library

# Earth Month Bike Ride

# April 25 2-4p

# Tower Bike Storage Room

# Contact Information

# sustindy@iu.edu

# 317-274-2550

# Health Sciences, 4018

# Sustainability.indianapolis.iu.edu

# Agenda Item X. [Information Item] Latine Faculty & Staff Council

# Dr. Ana Gutierrez-Gossweiler, *Research Associate Professor*, Oral Health Research Institute, amgutier@iu.edu

# Mission: The Latine Faculty and Staff Council is committed to supporting and advocating for and among Latine people at IU Indianapolis and in Indianapolis, thereby creating a strong sense of community dedicated to academic and professional success.

# Campus Participation

# Unity Brunch Organized by the Undergraduate Student Government

# Increase the sense of community of the IUI campus

# Foster collaboration within the organization on campus

# Chancellor’s Diversity Cabinet

# Latin2 IUI students’ graduation

# 274 Latine students will be graduation this year

# Future Goals

# Change in Leadership

# Support the activities of the cultural center

# Continue collaboration with Dr. Katherine Betts for community-building initiatives

# Increase Latine participation in campus activities

# Things to Look Forward to

# Latine Graduation

# May 14 6-8p

# Campus Center

# Latin Heritage month – 9/15-10/15/2025

# LFSC contacts

# Ana G. Gossweiler amgutier@iu.edu

# Roxana Fuentes rfuentes@iu.edu

# Monica Reiff mireiff@iu.edu

**Agenda Item XI: [Information Item] Tech Talk – MS Accessibility Checker**

# John Ault, *Accessibility Analyst*, Assistive Technology and Accessibility Center, jwault@iu.edu

# Assistive Technology and Accessibility Center trains students, assists faculty, and provides presentations

# Self-Paced Course – 7 Simple Steps for Creating More Inclusive Digital Content (available in EXPAND through one.iu.edu)

# Resource on [teach.iu.edu](https://teaching.iu.edu/index.html) – Creating Inclusive Documents in 7 Simple Steps

# Link: <https://teaching.iu.edu/resources/delivering-content/accessibility/index.html>

# Step 1 – Headings

# Step 2 – Images

# Step 3 – Links

# Step 4 – Color

# Step 5 – Lists

# Step 6 – Tables

# Step 7 – Video/Audio

# Demo of MS Accessibility Checker

# Available in Microsoft products

# In software,

# Select Review

# Select Check Accessibility (top section)

# Correct Errors and Warnings that display

# Contact Information

# 812-856-4112

# ATAC@iu.edu

# Agenda Item XII: [Information Item] Komen Tissue Bank Project

# Jill Henry, *Operations Manager*, Komen Tissue Bank and Biospecimen Collection and Banking Core, jihenry@iu.ed

# What is the Komen Tissue Bank?

# The ONLY source of breast tissue donated by healthy volunteers without evidence of breast cancer in the world

# Started in 2007 by Dr. Anna Maria Storniolo and Connie Rufenbarger, a breast cancer advocate

# Over 5,000 women, and now about 40 men, have donated breast tissue and a blood sample

# a clinical trial and BC research resource

# part of Indiana University and located in Indianapolis

# Goal: to accelerate research by providing critical tissue and facilitating data sharing among researchers

# Komen Tissue Bank timeline

# Tissue Donation Process

# A tissue donor:

# Signs up for an appointment time on the KTB’s website

# Arrives and checks in, consents to the study, gets weighed and measured

# Completes medical history questionnaire, then gets blood drawn, and moves into exam room for tissue collection

# Checks out and receives post-procedure information

# Total time: usually 70-90 minutes

# One donation, many specimens, multiple projects

# Sample annotation in the KTB

# Baseline

# Reproductive history (including phase of menstrual cycle on day of donation)

# Family history of cancer

# Medical history (including detailed reproductive), medications

# Height/weight

# Tobacco and alcohol use

# Basic current exercise/activity information

# Digital mammograms (when available)

# Can customize annotation for specific projects

# Annual

# New pregnancy and breastfeeding

# Medical history

# Clinical breast biopsy or genetic testing

# New personal cancer diagnosis (and treatment overview)

# New breast or ovarian cancer diagnosis in family member

# All-Star Cure

# Will be held in conjunction with the AT&T WNBA All-Star Game 2025 in Indianapolis

# Goal is to collect samples from 500 women over two days: July 12-13

# Focused on women under 40 and women of color

# For those not in targeted groups, volunteering is encouraged. 800 volunteers will be needed

# Sign up to donate or volunteer on the KTB website: [www.komentissuebank.iu.edu](http://www.komentissuebank.iu.edu/)

# Appointment times/volunteer slots will be available starting May 5.

# Also looking for donor recruitment help if you have any ideas

# Volunteer Needs - We are looking for 800+ volunteers to help with a variety of tasks, about half of which require some medical or technical knowledge.

# Check in/out

# Height and weight

# Specimen runner

# Donor escort

# Computer / Questionnaire assistant

# Consenter

# Laboratory

# Phlebotomy

# Surgeon Assistant

# Surgeon/Radiologist

# Friday Night set up

# Komentissuebank.iu.edu

# Agenda Item XIII: [Action Item] Bylaws Discussion

Alicia Gahimer algahime@iu.edu

* Explained about the review process for updating bylaws.
* Will do a first read through electronic communications. More information to come from Alicia soon. Has requested non-anonymous submissions so Alicia can contact if further discussion needed.

Areas of review:

* + Council Officer eligibility for office
	+ President Elect position
		- Consider removal
		- If removed
			* Consider addition of clause for outgoing President to serve in an advisory capacity for 1 year (Faculty Council has in place).
			* Review impact and areas to update within Bylaws.
	+ President term Currently 1 term 3 years; all else 2 years.
	+ Review term language – consecutive vs. non-consecutive terms.
* Contact Alicia with questions, concerns, etc. algahime@iu.edu

# Agenda Item XIV: Standing, ad Hoc, and University Committee Reports

# Provided in Committee Reports section of minutes.

# Agenda Item XV: Question and Answer Period

# None

# Agenda Item XVI: Unfinished Business

# None

# Agenda Item XVII: New Business

# None

# [Action Item] Closing Remarks and Adjournment

# The meeting was adjourned. The next Staff Council meeting will be May 21, 2025 Campus Center 309 or via Zoom.

**Committee Reports:**

|  |
| --- |
| **Awards and Recognitions Committee:** Outline of award nomination and submission period determined for Staff Council specific awards.  |
| **Bylaws Committee:** Discussed President Elect role with SCEC committee.  |
| **Communications Committee:** Has been promoting blood drives, professional development grants, and mini conference.  |
| **DEI Committee:**  |
| **Staff Development Committee:**  Preparing for mini conference being held on April 23.  |
| **Special Events Committee:** Planning for Staff Council retreat being held July 18. Keynote presenter confirmed along with some of the breakout presenters. Event location and catering identified.  |
| **Staff Affairs Committee:** Discussed Bereavement and Parental Leave proposals and SCEC recommendations. Reviewed notes from HR Senior Directors. |
| **Sustainability Committee:** The Sustainability Committee submitted an IUI Greening Grant for cleanup/tree tender kits that would be available for groups to use to clean up outside of their buildings.  The Spectacular Spring Stuff Swap is April 16 from 12-2 in CE450.  Register to help plant trees on Arbor Day, Friday, April 25 from 9a-12p.  Please see the calendar of events on the IUI Sustainability website. |
| **Ad Hoc Committees:**  |