

Staff Council Minutes

August 21, 2024 ~ 2:00-4:00 p.m.

Campus Center 309 or Zoom

**Members and Guests Present:** Sadiya Ali, Alan Beard, Jesse Beck, Chad Beckner, Thora Berndt, Brayden Bridgeman, Aaron Buck, Beth Chaisson, Crystal Clark, Mindy Cooper, Jeff Dawn, Melissa Decker, Brandi Derrick, Tricia Edwards, Connie Ely, Ailish Evans, Kevin Fryling, Alicia Gahimer, Jennifer Gilles, Lauren Gronke, Todd Grooten, Robyn Hart, Jill Henry, Paulette Kelly for Nick Hyllested, Kim Johnson, LaVerne Johnson, Madi Jones, Natalie Lin, Jennifer McChristian, Anne McGee, Mercedes O’Connor-Gosser, Charlotte Pell, Amber Phillips, Kris Powell, Jamunabai Prakash, Matthew Radican, Summer Rozear, Anita Sale, Linsday Sanner, Huma Siddiqui, Emily Skonieke, Paige Smith, Anita Snyder, Heather Staggs, Ylanda Taylor, Heather Wagoner, Dillon Waggoner, Laurie Welty, Jordan Wheatley, Katie Wilkinson, Catherine Zappia, Andrea Zeek, Camy Broeker, Mary Chappel, Anne Mitchell, Deborah Nicholas, Jason Spight, and Eric Weldy

**Members Excused:** Connie Anoskey, Nick Hyllested, Todd Kirk, Erika Leary, Ryan Schafer

**Members Absent:** Roland Graham, Tammy Leone, Dionna Weatherly

# 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.

# Agenda Item III: [Action Item] Approval of Minutes of the August 21, 2024, SC Meeting

# Heather Staggs

# With no objections, the June 12, 2024 SC meeting minutes were approved with a note to add Heather Waggoner to the present list.

# Agenda Item IV: [Information Item] Staff Mentor Program

# Deborah Nicholas, *Human Resources,* debnicho@iu.edu

# Deborah shared the following information about the Staff Mentor program:

# The program is based on a campus-wide model aimed to support a diverse cohort of participants each program year. It has been developed and implemented by a multi-unit advisory committee.

# The application process runs Aug 12 – Sept 6. We should be able to have up to 26-28 pairs of mentors/mentees for this upcoming cohort.

# Alicia Gahimer will be facilitating the online informational session.

* During the calendar year period, mentors are expected to spend at least 25 hours with their mentees.
* Mentees and mentors are required to submit separate final reports upon completion.
* Full-time staff with at least two years of work experience with the university are eligible to participate.
* Peer-to-peer mentoring will be allowed.

# Information session on Aug 29 pm on [Zoom](https://iu.zoom.us/j/81136528776?pwd=FcZDe5JpOVprGUQD3NtIcqlL2i7bsv.1).

* Application process is open Aug 14 – Sept 8**:** [Apply here by Sept 6](https://iu.co1.qualtrics.com/jfe/form/SV_9N2YmddVkPYFhiK)

# Agenda Item V: Report from the President

Heather Staggs

Heather then shared the following reminders and updates:

* August 1 the Expressive Activity policy was activated. More information about this will come later in today’s agenda.
* Mary Chappel, the Senior Academy liaison to the Staff Council, shared an introduction to the Senior Academy. For more information, please check out their [website](https://senioracademy.indianapolis.iu.edu/).
* First week of classes is next week, which means next week is Weeks of Welcome! We encourage you to participate in as many events as you can.
* First blood drive August 29 Campus Center 405 from 10:30 am – 3 pm as part of the Weeks of Welcome. Thanks to Ryan Schafer and Todd Kirk for their help organizing the event, and the communications committee for sharing the information!
* Professional development opportunities- if you ever come across any please share with Heather
	+ Healthy IU released their fall offerings, with highlighted programs here: [Campus Program Services](Campus%20Program%20Services)
* For anyone that wasn’t able to be at the staff council retreat, here are this year’s award winners:
	+ Jeff Dawn, Outstanding New Member
	+ Jennifer Mahoney, Outstanding Committee Chair
	+ Beth Chaisson, Member of the Year
* Garden volunteer hours are still going on through October.
* Athletics have started up again! Here are some upcoming games
	+ September 20th, 5:15 pm Men’s and Women’s Cross Country Jaguar Invitational in Shelbyville, IN.
	+ August 30th, 7pm Men’s Soccer vs. Bowling Green at Michael A. Carroll Stadium
	+ September 21st, 3pm Men’s Soccer vs. Robert Morris at Michael A. Carroll Stadium
	+ September 5th, 7pm Women’s Soccer vs. Eastern Illinois at Michael A. Carroll Stadium
	+ September 8th, 7pm, Women’s Soccer vs. Butler at Michael A. Carroll Stadium
	+ September 22nd, 1pm Women’s Soccer vs. Cleveland State at Michael A. Carroll Stadium
	+ Volleyball Hampton Inn Invitational from August 30– September 4th at The Jungle
	+ September 18, 7pm Volleyball vs. Indiana State at The Jungle
* [**Resume and Cover Letters**](https://careerplanning.iu.edu/step3.html)
	+ Tools & Resources
	+ Resume Basics: Create a Personal Marketing Tool
	+ Resume & Cover Letter Guides
	+ 10 Resume Writing Tips
	+ Other Resources: LinkedIn Learning
	+ Writing a Resume
	+ Customizing your Resume for Different Jobs
	+ Writing a Cover Letter
	+ CV Success Master Class

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

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

Camy shared the following updates:

* The gateway has migrated south and made it to the south side of Michigan St. We now have the ability to light up the tower at night. There is still landscaping work going on but that area should be wrapped up soon.
* Please let facility services know if you see something that needs fixed on campus, especially with students coming back next week.
* Regatta is Sept. 28! Historically, Camy has sponsored a team from Staff Council. Camy is challenging us to create two teams this year. Please join us!
* Start of school information
	+ Purdue started this week. Bridge Week is going on this week for IU. If you see a student who looks lost, stop and ask if you can help them.
	+ We know there will be parking challenges as student come back. Please be patient. Also, keep an eye out for pedestrians.
	+ Hosting a new student induction ceremony on Friday August 23 at the Convention Center.
* United Way kicks off Sept 9 and runs through Nov. 1. We have three main events for this year’s campaign
	+ Kickoff Sept 10
	+ Bruncheon Oct 31 in the Campus Center
	+ Silent Auction Oct 31 in person and online
* Bookstore updates
	+ Renovations are almost done. There’s new wall art coming in soon. Lots of new IU Indianapolis gear now available as of today!
	+ We’ve added in supplies and décor for student rooms.
	+ Also an authorized Apple store.
* Parking updates
	+ JagLine is back to its normal hours.
	+ The Cultural Trail is finally complete! Go check it out.
	+ Summer parking privileges have ended. If you are still parking in a student garage, you probably should stop doing that.
	+ We have a new bicycle storage room with racks and a repair station. Register your bike on the parking website in order to use it.
	+ Moving forward with the License Plate Recognition software. We are also working on a security camera project for several of our garages.
	+ Adding EV charging stations in the lot outside the Campus Center soon.
* Dining updates
	+ Copperhead Jack’s Mexican cuisine is going to be opening in the food court.
	+ Einstein Bagels is being moved from ICTC to the Campus Center. It will be on the second floor next to Caribou Coffee. There will be a new market/café in the old location.
	+ New market/café in the Dental School.
	+ Piloting late and weekend hours at the market.
* Make sure to download and update your Rave Guardian app for security purposes on campus if you haven’t already.
* Purdue has a shuttle running between West Lafayette and Indianapolis on a regular basis. The dropoff will be on Vermont Street.
	+ Unsure if this is open to Purdue students only, Camy will check on it.

Questions?

* Is there an update on the north/south bike route?
	+ Not yet, but Camy will speak with Jessica about it.

# Agenda Item VII: Report from Human Resources

Anne Mitchell, *Senior Human Resources Director,* amitch29@iu.edu

Anne shared the following updates:

* We have a lot of newbies to the council- welcome! A brief introduction: Anne has been in this role for one year but has been on campus for 17 years. Anne uses she/her pronouns and is the Senior Human Resources Director.
* Random facts about August because there are no major cultural celebrations in this month
	+ On this day in 1911, the Mona Lisa was stolen from the Louvre for two years. All of the media attention around the painting being stolen is what made it famous!
	+ This week in 1909, it was the first time an automobile race happened at the brand new Indianapolis Motor Speedway.
* Provost search is ongoing. Finalists will be coming in September, so look out for information about town halls.
* As of August 1 we have aligned Human Resources at IU Indianapolis. We also successfully transitioned those who were impacted by the split to Purdue in terms of employment. A lot of people worked very hard at the logistics involved in that- thank you to all of you who helped with this project.
* Staff Mentor program- please encourage people who you think could be mentors to apply. Some people who would be amazing mentors would never think that of themselves- tell them you see that in them, be encouraging!
* My Voice survey will be coming out on Sept 23 and run through Oct 14. Please make sure you provide your feedback.
* We have been reimagining staff recognition on our campus. We have historically held a long service recognition program in November that we have historically done, celebrating milestones of 20 years + milestones. We will be continuing this program this year, with some adjustments. Awards will no longer be given at this event and instead will be given in the spring at a special luncheon. We are also thinking through and planning for a more general staff appreciation day event that we have not had on campus before. Keep an eye out for more information about that!
* Over the weekend, Anne volunteered for residence life move in. There was a lot of energy at this event and two things resonated with Anne. First, Anne needs to teach her kids to remember her cell phone number. There were a surprising number of kids who didn’t know their parents’ cell phone numbers. Second, every person Anne checked in had a strong combination of anxiety and hope that made Anne think back to her own move in day and the feelings she felt being on her own for the first time. Students are hoping to meet new people, figure out what they want to do with their life, make progress toward a career they’ve always wanted, and more. We are really unique in higher education to be part of a mission that is bigger than ourselves, aimed at opportunity rather than an insular mission. From IU Indianapolis HR, thank you for being a part of this mission. Every single staff member’s work contributes to every student’s success.

Questions:

* Is there an update on additional time off around the holidays that we’ve gotten the past two years?
	+ There’s not been an update on whether we will get the week between Christmas and New Years as a holiday or not. There have been conversations, but there is no announcement yet.
* What are some actions that could follow the My Voice survey? Do you have past examples?
	+ Organizational climate assessments, evaluations of reporting lines, coaching for supervisors, mentoring, further examination into things like unit turnover. There have been a wide range of things to come from these surveys. Performance at IU is definitely a result of this survey!

# Agenda Item VIII: [Information Item] Staff Council Survey Results

# Heather Staggs

A survey was sent at the end of the year to hear what people wanted from staff council and make sure we are still resonating with staff. Here is an overview of the responses.

* Meeting structure goals
	+ Connect with university and campus leadership
	+ Share information about campus events, initiatives, updates, etc.
	+ Provide resources
	+ Give a forum for staff to celebrate accomplishments, discuss concerns, etc.
* 48 responses total. 9 ending their terms, 17 new members, and 22 returning members. The overwhelming majority of people want meetings to remain hybrid.
* Resources ranked by helpfulness, most to least
	+ Council or committee meetings
	+ Representatives
	+ Handbook
	+ Website
	+ Bylaws
* We have a Teams channel! If you haven’t gotten added to it, please let Heather and Rachel know. This channel has all the resources listed above. The folder called Staff Council Representative Portal has the bylaws, handbook, committee specific folders, and more!
* Additional resources requested
	+ Refresher or introduction to being a representative
	+ Give examples at meetings of how members can get involved
	+ Online handbook that is not a PDF
	+ Canvas page and onboarding toolkit
	+ Clear expectations
	+ Better connection with newer members
* Presentation ideas
	+ President Whitten and Chancellor Ramchand
	+ Leaders relevant to current events/issues
	+ Athletics- Luke Bosso
	+ Sustainability irector
	+ Executive Vice Chancellor
	+ Budget Director
	+ Campus Center Director
	+ IUH/IUSM for hospital updates
	+ City representatives
	+ University communications and marketing
	+ Human resources
	+ DEI, Karen Dace
	+ EHS emergency procedures
	+ Research- Russell Mumper, Phaedra Corso, Brea Perry, Tatiana Foroud
	+ Student Success- Eric Weldy, Julie Payne- Kirchmeier, PJ Woolston
	+ Community Engagement- Amy Warner
* Want to learn more about, in order from most to least
	+ Professional development, organization structure
	+ Recruiting, hiring, and retention
	+ Career progression
	+ Job framework
	+ Executive searches
* Meeting categories ranked, from most to least
	+ Standing presenters (i.e. Anne and Camy)
	+ Invited presenters/presentations
	+ Committee reports
	+ Networking opportunities
* Topics/concerns to address this year
	+ IU Indianapolis transition
	+ Purdue interaction on campus
	+ Job framework and competitive pay
	+ Student enrollment
	+ Faculty and staff retention and appreciation
	+ Parking updates
	+ Benefits
	+ Continue construction updates and HR related concerns
	+ Employee engagement
	+ Career progression
	+ Professional development and networking opportunities
	+ Campus administration structure
	+ Education regarding disability equity and etiquette, especially pertaining to invisible disabilities
	+ Resolving workplace conflict
	+ Political engagement
	+ Climate action plan
	+ HSA changes to bi-year disbursement
	+ Pedestrian safety
	+ Comparing IU Indianapolis to Purdue. Staff feel Purdue has better benefits, culture, and opportunities
	+ Building staff enthusiasm and growth in staff council engagement
	+ DEI
	+ Student affairs
	+ December holiday closing dates
	+ Centralization
	+ Education cliff/impact and outlook from Purdue split, plus long term campus strategy
* Additional information, ideas, resources, etc
	+ More field trips
	+ More information from communications and marketing
	+ Orientation and team building for new members
	+ Bring back the health and benefits fair
	+ Student hiring events
	+ Examples of changes or improvements the council has been successful in implementing
	+ Better communication of staff awards/recognition. Recognize at meetings or on the website.
	+ Open discussions on current staff issues
	+ More socializing time to build a strong sense of community
	+ Where we are and where we can help from a student services perspective
	+ IUB Staff Council employee perks page on the website- can we have one?

Questions:

* Are we allowed to meet on our own as a committee outside of the quarterly meetings?
	+ Yes! Committee chairs will work with all members to decide what works best. Quarterly meetings are just a regular opportunity for everyone to get together.

**Agenda Item IX: [Information Item] Expressive Activity Policy Update**

Eric Weldy and Jason Spratt

Dr. Weldy and Dean Spratt shared the following information regarding the new Expressive Activity Policy

* Regarding the encampment
	+ It was up from the last week of April to the last week of July. The approach was to keep communication lines open between the students and Student Affairs. Dr. Weldy and Dean Spratt met with members of the encampment a few times each week.
	+ One of the focuses of the interactions was on safety. We had students as well as community members in the encampment.
	+ It’s important that people be heard and that they have the opportunity to share their thoughts. This is the approach taken with the encampment.
	+ Our encampment was different from those that ended up in the news across the country- we aimed to avoid those kinds of conflicts, and we were successful.
	+ Conversation about bringing the encampment down really started with the students around July 2, so they had a month to consider their actions and conclude that the encampment needed to end according to the Board of Trustees policy. Dr. Weldy shared the opinion that they put it up, they should be the ones to take it down- not to have how it’s taken down dictated to them or done by someone else.
	+ We are expecting a very active Fall semester and academic year. We have a very divisive election coming up on top of other world events, so the Student Affairs office will continue to focus on letting students be heard and have dialogue while also prioritizing safety.
* Expressive Activity Policy
	+ The university’s commitment to free speech has not changed over the 17 years Dean Spratt has been here. This policy has codified our approach to protecting freedom of speech, expression, and activity. It has put things that may have been known but not consistently explained or written down into one document (i.e. blocking ingress and egress into buildings).
	+ This document explains what expressive activity is vs what it is not. Setting up a tent is not an expressive activity, and neither is camping on campus. For example, the event tents that are going up now are acceptable via this policy because they were approved by campus channels at least ten days in advance of assembly.
	+ We can’t safeguard what happens on campus from 11 pm to 6 am. This policy puts in writing this issue and highlights that this is first and foremost a safety issue.
	+ It puts more into writing what can happen if someone is in violation of this policy as well, adding concrete consequences for unsafe behavior.
	+ The policy has also codified not being able to use semi-soluble or non-soluble materials (i.e. semi-soluble chalk or spray paint)on campus surfaces because CFS needs to be able to remove it when necessary. Water soluble chalk is able to be used, as long as it is used in a legal way.

Questions?

* With signs, can those be affixed to windows (office or residence halls)?
	+ You can hang signs expressing your views in your residence room or office. Do think about what you’re hanging in terms of who you are engaging. We want to make sure we’re a welcoming environment.
* How will the safety of the community be assured if the police are engaged?
	+ Rest assured that campus administration and IUPD and emergency management go through training scenarios regarding these kinds of events. Of course, anything can happen anywhere- it’s good to be prepared, and be prepared for the worst case scenario. Our campus is prepared. Dr. Weldy and Dean Spratt cannot speak for the state police in Bloomington. [Dunn Meadow report](https://news.iu.edu/live/files/2-independent-report-and-recommendations-for-iupdf) for more information.

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

# Heather Staggs

# None.

# Agenda Item XI: New Business

# Heather Staggs

* If you haven’t selected a committee or been notified about what committee you are in, please let Tricia know.
* All IU Indianapolis students, faculty, and staff are welcome and can enjoy a free, unlimited iced coffee bar Thursday, Aug. 2911 a.m.-3 p.m. Campus Center 450sDetails: go.iu.edu/healthfair
* Rachel shared updates on our website- go check it out!

# Agenda Item XII: Unfinished Business

# Heather Staggs

* If you haven’t reviewed the proposed changes to the bylaws that Heather sent out, please do so and add your comments. We will be voting to adopt the changes as a council.

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

# Heather Staggs

# The meeting was adjourned. The next Staff Council meeting will be September 18, 2024, in Campus Center 309 or on Zoom,  <https://iu.zoom.us/j/82894707308>.

Minutes prepared by Rachel Molina

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