



# IUPUI STAFF COUNCIL

## ANNUAL REPORT 2013-2014

*As representatives of all full-time non-union staff on campus, we strive to ensure a staff presence in campuswide discussion and decision making. We reach out to fellow staff with valuable information about benefits, human resource policies, and invaluable resources for better working and living. We also volunteer on- and off-campus to make Indianapolis an even better place to work and live.*



# IUPUI STAFF COUNCIL

## ANNUAL REPORT 2013-2014

### PURPOSE OF THE STAFF COUNCIL

The purpose of the Staff Council at Indiana University-Purdue University Indianapolis shall be to represent the staff in the communication processes and the decision making of the university and

- to increase the sense of identity, recognition and worth of each staff member in his/her relationship to the university,
- to identify concerns relating to staff and to seek their solutions,
- to provide a channel of communication for staff with administration and faculty,
- to promote staff development and to recommend policies which aid in retaining highly-qualified personnel,
- to integrate the staff into campus governance and existing university affairs,
- to establish and promote university-wide activities, publications, workshops, and seminars,
- to serve as a resource for other schools or units in the development of school or unit Staff Councils.

*IUPUI Staff Council Constitution and Bylaws Article I*

### 2013-2014 Staff Council Executive Committee

Lee Stone, President  
James Klenner, First Vice President  
Alicia Gahimer, Second Vice President  
Patti Holt, Corresponding Secretary  
Teresa McCurry, Parliamentarian

### Members-at-Large:

Denise Brown  
Kristy Chapman  
Barb Hanes  
Cortnee Martin  
Jack Waggoner  
Louise Watkins

As you read about the many accomplishments of Staff Council in this report, my hope is that you will acknowledge the staff members who worked tirelessly to achieve them. Our members gave of their time and from their heart to make IUPUI a better place to work and learn.

It is truly an honor to serve as president of Staff Council and to have the opportunity to work side by side with such dedicated and caring talent.

IUPUI Staff Council-  
Engaged with IUPUI  
and making an impact  
on our campus and our  
community.

~Lee Stone  
President

## ACCOMPLISHMENTS

- Disseminated information from Human Resources Administration [courtesy of Associate Vice Chancellor for Finance Camy Broeker (interim HR director) and her staff] at Staff Council meetings about staff development opportunities, university benefits, and policy changes.
- Communicated information received from Vice Chancellor Dawn Rhodes and Assistant Vice Chancellor Emily Wren on topics such as the campus master plan, campus construction projects, parking, budgets, and long-range plans for the university.
- Shared information from the IUPUI Faculty Council about issues of importance to both faculty and staff on this campus and reported the work of the Staff Council at all Faculty Council meetings throughout the year.
- Disseminated the JagJournal, the council's newsletter, and weekly email announcements to all full-time staff members (Communications Committee).
- Responded to inquiries through the Staff Council [link](#) about health insurance, parking, campus services, food service, timekeeping, and work/life. (Staff Affairs Committee)
- Served on the following campus committees due to wider council visibility: ACE Internationalization Lab, Campus Administrative Policy Advisory Committee, Campus Center Advisory Board, Campus Diversity Committee, Campus Sustainability Committee, Common Theme Committee, Greening IUPUI Grant Award Committee, HR Liaisons, Parking Advisory Committee, IUPUI Health and Wellness Task Force, Parking Monetization Committee, Parking Appeal Committee, Pedestrian Safety Committee, Resource Planning Committee, Task Force on Sexual Assault, Prevention, Intervention and Response, Strategic Directions Steering Committee, Strategic Directions Planning Committee, Task Force on Staff Talent, Task Force to Review the Status of Women, and Tobacco Free IUPUI Task Force.
- Provided feedback on Information Technology policy requests ([Ad Hoc] Technology Committee).
- Continued the discussed on the strategic planning for IUPUI and how the campus could attract and retain high quality staff.
- Planned a successful July 20, 2012, staff retreat at Victory Field. The theme was Team Leadership led by Kenneth Vaughn of the United Way of Central Indiana (Special Events Committee).
- Planned New Member Orientation as a session at the annual retreat (Membership Committee).
- Continued working with University Human Resources to bring better awareness of performance management to all units at IUPUI (Staff Affairs Committee).
- Addressed issues such as health engagement, donating PTO time, clarification of reissued lateral transfer policy, tuition benefit, flexible work schedules, employee fee courtesy, and parking monetization (Staff Affairs Committee).
- Provided topical presentations in an effort to inform IUPUI staff members on such issues as:
  - Annual Visit from Executive Vice Chancellor and Chief Academic Officer Nasser Paydar
  - Common Theme: "Find Your Voice; Hear My Voice: Building Common Ground for Civil Discourse," Jane Luzar, Founding Dean, IUPUI Honors College, Khadija Khaja, Faculty Fellow, and Dan Griffith, Director, Office for Intergroup Dialogue and Civil Community.
  - Auxiliary Services and Changes Impacted by the Hotel Conversion, Kate Julius, Assistant Vice Chancellor for Auxiliary Services
  - Student Government Councils: Whitney Dyer, President, USG, and Jeyanthi Bhaheetharan, Secretary/Treasurer, Graduate and Professional Student Government
  - Sexual Assault, Prevention, Intervention, and Response (SAPIR): Julie Lash, Director, CAPS, and Kathy Grove, Director, Office for Women
  - Partners in Student Success – Faculty and Staff: Cathy Buyarski, Executive Associate Dean, University College
  - Introduction to the Vice Chancellor for Diversity, Equity, and Inclusion: Karen Dace, Vice Chancellor
  - Healthy IU: Patty Hollingsworth, Director
  - eText Update: John Gosney, Faculty Liaison, Learning Technologies, UITS
  - IUPUI Branding: Troy Brown, Director, Campus and University Branding
  - Continuing Education Opportunities for Staff: Myron Duff, Director of Continuing Education and Donna Jones, Assistant Manager, UITS IT Training
  - Introduction of Melissa Lavitt, Senior Associate Vice Chancellor for Academic Affairs: Christine Fitzpatrick, Chief of Staff, and Melissa Lavitt

- Brown Bag Workshop Announcement on Conversations for a Civil Community: The Significance of Sexual Orientation and Gender Identity at IUPUI: Dan Griffith, Director, Office for Intergroup Dialogue and Civil Community
- Parking at IUPUI: Dawn Rhodes, Vice Chancellor for Finance and Administration; Emily Wren, Associate Vice Chancellor for Facilities; and Sheri Eggleton, Assistant Director of Administration, Parking and Transportation Services
- Annual Visit from Nasser Paydar, Executive Vice Chancellor and Chief Academic Officer
- Staff Survey Update: Stephen Graunke, Assistant Director, Survey Research and Standard Reporting
- Campus Civility Statement: Dan Griffith, Director, Office for Intergroup Dialogue and Civil Community and Kim Kirkland, Director, Office for Equal Opportunity
- Automated External Defibrillators (AEDs) on Campus: Mark Mowery, Health Safety Officer and Chairman, IUPUI AED Committee
- Update on the Office of Sustainability: Colleen McCormick, Director of Sustainability
- Annual Visit from Charles Bantz, Chancellor, speaking on “The Vital Role Staff Play in IUPUI’s Growth and Development”
- Update on the IUPUI Athletics Program: Michael Moore, Director of Athletics
- Held elections at the council’s June 18, 2014, meeting for the offices of president elect, first vice president, and members-at-large. Unit representatives were also elected in spring 2014. (Membership Committee)
- Developed itinerary for Staff Council Awareness Week. (Membership Committee)
- Discussed the policy for hourly employees to work no more than 29 hours a pay period due to implications of the Affordable Care Act. (Faculty and Staff Relations Committee).
- Participated in the Employee Health and Benefits Fair by hosting an information table on the Staff Council (Membership Committee).
- Wrote to Chancellor Bantz asking him to consider placing a moratorium on the implementation of the new parking fee structure to honor the strategic plan in retaining talented staff and faculty. Also requested was the establishment of a Parking Fee Structure Committee to include representation from both the Faculty and Staff Councils to pursue other parking alternatives such as an equitable tiered system with parking cost based on salaries. The chairs of the Faculty and Staff Relations Committee met with the chancellor who agreed to help offset the parking costs for new employees by reducing their monthly parking fee by \$5. (Faculty and Staff Relations Committee)
- Added Nan Bohan as an ex officio member of the Staff Council from the IUPUI Senior Academy.

## **CIVIC ENGAGEMENT**

The Council reached out to the university and the community by:

- Organizing two campus blood drives. 116 units of blood were donated by faculty, staff, and students (Special Events and Community Outreach Committees).
- Collecting toys for the Miracles Happen Toy Drive for Riley Hospital and Peyton Manning’s Children’s Hospital (Special Events Committee).
- Continuing cell phone drive to benefit the Indiana Coalition Against Domestic Violence (ICADV). 29 cell phones were collected during the academic year (Special Events Committee).
- Staff an informational booth at the JagTag Campus and Community Connections Fair.

Council members also:

- Donated to the IUPUI Campus Campaign and the United Way Campus Campaign.
- Impacted their communities through volunteer work.

## **PROMOTING DIVERSITY, EQUITY, AND INCLUSION**

The Council kept with the university mission to promote diversity, equity, and inclusion by:

- Planned the second Staff Council Diversity Fair (SCCDEI) including information tables on areas and people on campus who can aid in diversity-related matters (SCCDEI).
- Provided support to campus diversity events through placement of ads in event brochures and sponsoring attendance at event dinners for two committee members and two students. (SCCDEI).

- Held in-meeting workshop on “LGBTQ at IUPUI: Marriage and More” led by the SCCDEI with the following presenters: Anne Mitchell, Interim Director of the Survey Research Center at IUPUI; Jennifer Drobac, Professor of Law; Robert Bullock, Assistant to the Dean & Development and External Affairs Specialist at Herron School of Art and Design.
- Staffed a booth at the Civil Discourse Information Fair.
- Invited IUPUI speakers to committee meetings to educate members on a wide range of DEI-related concerns. These included the Office of Equal Opportunity to discuss their annual report, the overview of the Trayvon Martin dialogue series, and DEI efforts on campus (SCCDEI).
- Established relationships with other individuals and groups concerned with DEI across campus and in positions of leadership. These relationships included the Diversity Cabinet, Status of Women Task Force, Black Faculty and Staff Council, and the Joseph T. Taylor Symposium (SCCDEI).
- Partnered with the Neal-Marshall Alumni Association to host the Steward Speaker Series (SCCDEI).
- Communicated information regarding diversity events such as graduation ceremonies (GLBT and BFSC) and the APAFSC Spring Reception (SCCDEI).
- Held a workshop called, “Conversations for a Civil Community: The Significance of Sexual Orientation and Gender Identity at IUPUI.”

### **APPLAUDING EXCELLENCE**

The council gave the following awards through the work of the SC Rewards and Recognition Committee:

- Carol D. Nathan Staff Council Scholarship for the 2013-2014 school year to Kim Bechtel (Office of Admissions).
- Gerald L. Bepko Spirit Award to Caitie Deranek (Lilly Family School of Philanthropy) and Joy Garrett (School of Medicine).
- Nan S. Bohan Community Engagement Award to Ian McIntosh (Office of International Affairs).
- Multicultural Impact Staff Award to Marsha Baker (School of Nursing) with the assistance of the Staff Council Committee on Diversity, Equity, and Inclusion.

The council celebrated their own through the development of three internal awards given at the annual retreat. The awards were given by the SC [Ad Hoc] Staff Development Committee as follows:

- Outstanding Committee Chair: Caitlin Deranek (Lilly Family School of Philanthropy)
- Outstanding New Member: Aron DiBacco (School of Liberal Arts)
- Member of the Year: Pinkie Evans (School of Medicine)

The council also:

- Celebrated staff on their years of service to the IUPUI campus.
- Awarded the Glenn W. Irwin, Jr., M.D., Experience Excellence Award for Staff to David Heard (School of Liberal Arts).
- Partnered with Human Resources Administration to host the Chancellor’s Employee Recognition Ceremony.

### **CONTINUING THE WORK**

Looking forward, the Council will:

- Sponsor a campus blood drive in fall 2014 and spring 2015.
- Support the staff with sponsored workshops as applicable.
- Represent the staff of IUPUI regarding matters of workplace, benefits, and well-being.
- Support diversity events on campus through placement of ads in event brochures and funding staff member attendance.

### **2013-2014 Staff Council Committee Chairs**

(Ad Hoc) Academic Affairs – Laura Masterson  
 Bylaws – Teresa McCurry  
 Communications – Todd Herring

(Ad Hoc) Community Affairs – Patti Holt  
Diversity, Equity, and Inclusion – Yolanda Taylor and Phyllis Humphrey-Sarver  
Faculty Relations – Lee Stone  
Membership – Alicia Gahimer  
(Ad Hoc) Nominations – Alicia Gahimer  
Rewards and Recognition – James Klenner  
Special Events – Kristy Chapman and Cortnee Martin  
Staff Affairs – Kevin Mouser and Barb Hanes  
(Ad Hoc) Staff Development – Caitie Deranek  
(Ad Hoc) Technology – Scott Orr, Barbara Hanes, and Matt Radican  
(Ad Hoc) Web – Andrew Myers and Matthew Borden