

Minutes
February 10, 2022
via Zoom
10:30am – 12:30pm

Members Present: Nick Aballi, Barbara Auman, Eric Aztor, Robert Bandelt, Rhonda Beecroft, Sarah Ber, Teresa Dwyer, Viola Ellis, Jamie Hays, Nancy Hall, Christine Knight, Todd LaComba, Morgan Leek, Michelle Lewis, Brenda Lower, Katie Lugar, Pamela Malone, Alisha Moorhead, Grace Munoz, Angie Napier, Tina Pitts, Elizabeth Tomlinson, Roxanne Torrence, Martha Vaughn, Brooke Young

Members Excused: Marsha Dull, Elonda Ervin, Kelly Wright

Members Unexcused:

Guests Present: Alicia Miller

Call meeting to order at 10:31am (M. Leek)

Guest Reports

Jeremiah Turner, Associate Vice President for University Advancement,
jeremiah.turner@indstate.edu

J. Turner gave a presentation on Give To Blue Day which is March 16, 2022.
<https://givetoblue.indstate.edu/giving-day/47242>

Questions and answers

- **Will there be videos from dean's or students on the website?** Yes, there will be videos in different areas on the website.

Justin Hart, Unified Comm Svcs Asst Dir, Telecommunications, Justin.hart@indstate.edu

J. Hart gave an update on the migration from Skype for Business to Microsoft Teams that will be implemented this year. There are a few pilot areas that have already switched; Office of Information Technology, the Office of the Registrar and Normal Hall. Teams has new chat features, more modern features that users are more familiar with. The goal is to have migration complete by the end of this calendar year.

Questions and answers

- **For those groups already on Teams, can Skype and Teams talk to each other? If I send a Skype message to someone on Teams, will they get the message?** If Skype for Business user sends a message to a Teams user, they will see the message but the Skype for Business user must initiate the conversation. The Teams user cannot initiate the conversation. This will be highlighted in future communications.
- **Will we keep telephones or will that go away and just go to a desktop experience?** Teams does prefer the desktop experience. They did not leave the desktop phones separate so you can continue to use desk phones.

Faculty Senate Report

Dr. Keri Yousif, Faculty Senate Chair, keri.yousif@indstate.edu

No Report Available

Questions and answers

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Student Government Association

Austin Nettrouer, SGA President, Austin.nettrouer@sycamores.indstate.edu

No report available

Questions and answers

Human Resources Report

Tami Weinzapfel-Smith, Executive Director of Human Resources, tami.weinzapfel-smith@indstate.edu

Diann McKee, Sr. Vice President of Finance, Administration/Univ Treasurer, diann.mckee@indstate.edu

D. McKee

The Board of Trustees will be meeting next week and there is an update on the university retirement policy on the agenda. The major changes revolve around the age of eligibility for retirement. The age will be moved back to 60. A few other modifications is that a rule of 85, which combines years of service and age, to be eligible for retirement with a minimum age of 55. There would not be health insurance that comes with this. The other modification is a health benefit bridge for anyone hired prior to March 1, 2022 that would allow them with 20 years of service to retire at age 60 and remain on the current plan until they reach age 65.

T. Weinzapfel-Smith

Invitations are going out for the Recognition of Service Awards on March 1, 2022. There are about 152 honorees this year.

Questions and answers

- **Does the Recognition of Service Awards include last year's staff?** It should. If you are not sure if you should be on the list, please contact Human Resources.
- **Is there a limit on the amount of weeks that they can get from the university pool?** COVID related is 75 hours, but if someone is out on FMLA that amount is different which is more than the 75 hours.

Approval of Minutes

November Minutes were presented for approval. P. Malone made a motion to approve the minutes, seconded by J. Hays. Minutes were approved 20-0-3.

Treasurer's Report

The treasurer's report was presented for discussion.

Executive Committee Report (M. Leek)

There is no committee report.

New business

There was no new business

Old business

Vacancies – B. Tomlinson made a motion that we do not have a special election and we fill the vacancies with the alternates from the upcoming election, seconded by A. Moorhead. Motion approved 18-1-0

Elections – Nominations will be going out to our eligible staff member list. Nominations will close February 23rd and the elections will be right after the nominations around February 28th.

Bylaw updates – Highlights with suggested changes have been sent out to representatives. There was discussion about these suggested changes but no motions were made.

Standing Committee Reports

Staff Relations

Alicia Miller, Committee Chair, Alicia.miller@indstate.edu

Working on developing a survey to staff to get their input. The survey has been finalized and sent to the Executive Committee for their review.

Public Relations

Roxanne Torrence, Committee Chair, roxanne.torrence@indstate.edu

We hosted a lunchtime Bingo and had about 45 players. The Committee did a great job on prizes and I wanted to thank them for their help getting the prizes for the bingo. We will be hosting one more bingo this semester.

Create a bear fundraiser will be launched next week. We hope to have this as an on campus event in the future.

Carnation sales will be coming in April for Administrative Professionals Day.

We are keeping an eye on the covid numbers so we can hopefully plan an appreciation event at the fountain for staff.

Staff Benefits

Alisha Moorhead, Committee Chair, Alisha.moorhead@indstate.edu

Two proposals have been completed and waiting to get the committee to vote on these. This completes our charges for the year.

The meeting moved to closed session.

P. Malone made a motion to adjourn the meeting, seconded by A. Moorhead.

Next meeting: **March 10, 2022 via Zoom at 10:30am**