

Minutes
March 12, 2020
Dede III
10:30am – 12:30pm

Members Present: Robert Bandelt, Melissa Chase, Debbie Considine, Susan Crist, Sarah Froderman, William Hamilton, Jamie Hays, Karen James, Todd LaComba, Morgan Leek, Michelle Lewis, Pamela Malone, Tracy McDaniel, Alisha Moorhead, Angie Napier, Elizabeth Phillips, Tina Pitts, Brooke Porter, Shane Sizemore, Roxanne Torrence, Deborah Woolard

Members Excused: Barbara Auman, Rhonda Beecroft, Patricia Bolton, Raine Lee

Members Unexcused: Kristina Allen, Thomas Everett

Guests Present:

Call meeting to order at 10:34am (Roxanne Torrence)

Todd LaComba is running late but will be here shortly.

Guest Reports

ISU Administration Guest

Dr. Rana Johnson, Assoc. Vice President of Inclusive Excellence, rana.johnson@indstate.edu

Dr. Johnson gave a presentation over Inclusive Excellence.

Questions and answers

How does ISU need to change to accommodate new populations? We need to change the format of how we teach because we will have different populations on campus or maybe students taking online classes.

Will the instructional staff be representative of the students? Her office is hopeful that ISU will have the instructional staff to be representative of the student body.

How do administrators plan on making the university experience more inclusive for older students? Jason Trainer is working on some initiatives to be put in place to help with this.

What accommodations are made for deaf learners in the classroom and advising? There is a cultural relevant pedagogy series tomorrow and there will be presenting on this topic. The workshop is at 9am in the Library.

How many gender neutral bathrooms are on campus? Is there a list available online? She will find out and get back with us.

Faculty Senate Report

Dr. Chris MacDonald, Faculty Senate Chair, chris.macdonald@indstate.edu

Dr. MacDonald was called away. The university just announced that all classes would be moving to online so she needed to leave to be available for faculty.

Student Government Association

No report

Human Resources Report

Rick Enyard, *Executive Director Human Resources/ADA Coordinator*

Richard.enyard@indstate.edu

There is Frequently Asked Questions regarding Covid-19 on the HR website. Dr. Enyard introduced the new Benefits Analyst and Benefits Specialist; Kristen Fritz and Iana Lutsenko. Please send any questions you have through them or Joey Newport.

Approval of January Minutes

February Minutes were presented for approval. J. Hays made a motion to approve the minutes, seconded by S. Crist. Minutes were approved with no corrections 20-0-0.

Treasurer's Report

The treasurer's report was presented for discussion.

Executive Committee Report

T. LaComba

- Elections Update - A. Moorhead – there are 35 nominees for Council Representatives. An email with a link of all of the bios will be going out today or tomorrow. Elections begin on Monday March 16th and ends on Wednesday March 18th. You have to vote for 11 people since we have 11 vacancies. Please encourage everyone to vote.

Trustee meeting was on February 20th and they did approve our bylaw updates. They also approved a change to their own process so that we do not have to them for every single change. All major items will still go through them but that definition is not quite clear yet.

Give To Blue Day reached their goal. Thank you to those that helped. We did get some gifts towards the Staff Council Scholarship. The numbers are still growing because there were checks coming in so the numbers are not final just yet.

Budget meetings are coming up and B. Tomlinson and T. LaComba will be involved in those meetings. He will share when he has more information.

The academic Administrative Assistant group that was formed has been reassigned to Staff Council by the Provost. T. LaComba has met with Brian Bunnett and received a list of the members and he will start to reach out to that group shortly.

New business

Staff Emergency Fund (SEF) Proposal

Nancy Hall

This is a proposal and by no means is this final document. The committee tried to keep things as broad as possible.

Discussion about emergency fund proposal that was presented. There was a huge concern about support for this fund running out. A. Moorhead made a motion to move forward with the creation of an emergency fund with W. Hamilton seconding. Motion passed with a vote of 11-7-1. T. LaComba will be creating a subcommittee so if anyone is interested in serving please let him know.

Old business

- Mission, visions and values – If you have any thoughts or comments on those, please let T. LaComba know. Brad Balch is going to convene the governing units next week to discuss this again.
- Tobacco Policy Discussion – If you have any thoughts or ideas please share those with T. LaComba.
- Sports Wagering Policy – If you have any thoughts or ideas please share those with T. LaComba.

Standing Committee Reports

Employee Relations (report given by William Hamilton)

Nancy Hall, *Committee Chair*, nancy.hall@indstate.edu

In addition to the Emergency fund proposal they have started work on in person training opportunities.

Public Relations

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

Tables massages raised \$195 and 27 donors for Give to Blue Day.

Trivia night was cancelled due to low registration, only 3 teams and 1 individual had signed up.

Carnation order forms for Administrative Professionals Day were mailed out earlier this week to department supervisors. If you get this, please share it with all supervisors in your area. Administrative Professional's Day is April 22nd and the deadline for orders is April 5th.

We have a Family Bowling Night planned at Vigo Bowl on April 23rd. \$5 per person and that gets 2 games as well as shoe rental. We'll be sending out information for this in the March newsletter so you can reserve your lane. Vigo Bowl does have a concession stand and a cash bar.

We will be giving away popcorn at the fountain for faculty, staff and students on April 29th from 11am – 1pm. I'd like to give a thank you to the Office of Information Technology for the popcorn machine as well as supplies.

Staff Benefits (report given by Alisha Moorhead)

Sarah Ber, Committee Chair, sarah.ber@indstate.edu

We are breaking down the Community Engagement website. Talking about language for the distance education fees. They need verification on the flag purchase.

The meeting moved to closed session.

A. Moorhead made a motion to adjourn the meeting, seconded by D. Woolard.

Next meeting: April 9, 2020, 10:30am – 12:30pm, Dede III