



Staff Council

Minutes

March 9th

HMSU Dede III

10:30am – 12:30pm

In Attendance: Susan Crist, Pamela Malone, Marisa Vincent, Roxanne Torrence, Jamie Hays, Chris Middleton, Rusty Hochhalter, Katelunn DUBY-Edwardson, Elizabeth Phillips, Patti Bolton, Laura David, Carolyn Rohlfing, Evan Boyer, Tom Everett, Rick Murdock, Debbie Woolard, Leslie Wheeler, Barry Overpeck, Martin Collins, Yolanda Barnhill, Martha Reed, Wendy Cox, Tracy McDaniel, JoEllen Ornduff, El-Houcine Chaqra, Audre Brickey,

Excused: Jayme Payne, Matt Jenkins, Vicki Banks, Wendy Cox, Vicki Banks

Unexcused: Leslie Wheeler, Susie McNeely, JoEllen Ornduff,

- ✿ Call meeting to order (Roxanne Torrence)
- ✿ Lori Elkins – Parking
 - Garage permits – can students purchase permits?
 - Yes. Parking in garage or surface lots
 - 570 garage permits sold (365 staff / 205 students)
 - Way to differentiate between students and staff that purchase permits?
Students can only park in garage and student lots /staff can park in garage and staff lots
 - Suggestion from faculty as well
 - Looking into it, but Lori is trying to figure out how to manage it in aspect of how many can purchase each type of permit – in Lori's system she has to put a cap on the amount of permits that can be sold of one type
 - Surveys in parking lots to see how many garage permits are being used in staff permits (23 cars in lots with garage permits – less than 7% of the entire lot are garage people - - 19 students and 4 staff)
 - East side of campus has a lot of parking, but west side doesn't have enough options available at this time
 - Lot 5 is a problem – start ticketing at 7am in the morning
 - Lot 13 by the rec center is an option
 - Students are paying double the price for garage permit compared to just surface lot permit

- Marissa - - Remote parking lot permit – parking in staff parking spots by building – being ticketed
 - If they want to park in a staff permit spot only – they have to have a staff permit so CSO employees will be able to designate them as staff
- Blue lights in Lot I – considered a remote location
 - New lighting in the area / under the overpass / by path
 - Courtesy rides for pick up and drop off
 - No golf cart that far since they would be in the street
 - 5555 for handicapped escort from the lot in squad car
 - Security escort at night – police will walk you to the lot
- Shuttle stop times on signs
 - City route
 - On parking website, the times are all available – under services it will show routes and where stops are, as well as times
 - Lori provided Roxanne a link to the information and Roxanne will send out to the group
- Question –
 - Yolanda – does the university sell more permits than spots – Yes
 - Campus shuttle is available to everyone – free to ride – show ID
 - Campus route that starts at transfer center and goes Cherry Street to University apartments and back
 - Chestnut to 5th and back around
 - Lot O – behind bowling alley has been purchased and opened up
 - Lot I – old Sherwin Williams – opened this semester
 - Don't have a shortage of parking on campus – shortage of convenience
 - Lot D – east of Hulman Center – 1/3 of spaces open yesterday at lunch
 - Lot D extension – empty (almost 200 spaces)
 - Lot C – 9th and Chestnut – 15 cars (154 space lot)
 - Lot G – across from staff lot 15 by University Hall – empty
 - Lot Q – remote lot – back 1/3 was empty
 - Part of master plan is to be a walking campus – parking being moved to outside edges of campus
 - Audre – Blue light questions
 - Information button is operational and goes to dispatch
 - Red button – takes to dispatch and puts camera on location
 - Jayme –
 - Does campus shuttle go past Lot O? – yes
 - Lori to check if there is a stop

- Faculty mentioned having shuttle go to Lot I
 - This is going to be requested of the City
 - Free parking tag to give out at Annual Meeting
 - ✿ Approval of Minutes
 - February minutes were approved
 - 1st motion – Jayme Hayes
 - 2nd motion – Rick Murdock
 - Abstentions – Yolanda Barnhill
 - Change – Tracy McDaniel
 - Foundation no United Way
 - Should be “not”
- ✿ Wil Downs
 - Benefits committee performance review process
 - Looking at some items that they can implement this year
 - Restrictions because of the program they use
 - Next meeting let us know HR thoughts as to what they might be able to do
 - Alex has resigned
 - Position will not be filled immediately
 - Look at Wellness position and where HR needs it to go in the future
 - Candi will take employee assistance piece back for the time being
 - Summer /Spring programs – intern will do a few programs
 - Sleep hygiene sessions will be available next week again for a final chance to get a free blanket
 - Lunch and learn next week
 - Affordable Care Act
 - Do not know what changes will be made and when they will go in effect
 - FLSA
 - Until May 2nd to decide if court proceedings will move forward or if it will be looked at by the Administration again
 - Questions
 - Yolanda
 - Should the government change their position on FLSA, will ISU keep what we have in place?
 - Wait and see what changes are made and how it aligns with ISU
 - State Budget appropriations
 - Reallocations are being worked on – found ways to absorb loss of income – no cut in faculty / staff – some positions will be absorbed (President’s office – Kay leaving university – Rita taking over her position – Rita’s position will not be filled)
 - Ways and Means committee – April 21st legislation will end – April 22nd will have more idea of how to move forward
- ✿ Dr. Hawkins – Faculty Senate

- March 23rd meeting
- 2 issues being dealt with
 - Budget pressures on instructors and lecturers
 - Won't know until state provides amount in April that will be provided
 - Section 305 of the handbook – promotion and tenure
 - Expect to distribute to the campus community by Friday
 - Open up for campus discussion
 - 2 opportunities at the Senate to resolve it into final language and pass by the middle of April for Board of Trustee meeting
- ✿ Treasurer's Report –
 - Deposit for shirt sales
- ✿ Exec committee
 - May 18th tentative date of Annual Meeting – 10-12pm
 - TShirt sales
 - Extra shirts that were not picked up
 - Roxanne to send out email to see if we can sell them
 - Faculty and Staff campaign until beginning of April
 - Door hanger and donation card in packet sent to everyone on campus
 - Roxanne willing to do a challenge
 - Sycamore Sam outfit and standing by fountain shaking hands
 - At least \$5 donation to whatever Foundation account you would like
 - Already make donation / purchased a shirt / went to or will be going to massage event / payroll deduction / send donation to Foundation
 - New business
 - Bi Laws
 - Grammatical errors
 - Elections coordinator had “s” left off
 - Extra “and” under definition of staff
 - Changes
 - Combined University Development (15 people) and University Engagement (40 people) together
 - Added new non-exempt professional category definition
 - Removed Rep Session requirement
 - Election Committee changed to Elections Coordinator
 - Parliamentarian as backup for Elections Coordinator
 - Motion to approve – Jayme / 2nd motion by Rick
 - Abolish terms of membership that you have to sit out 1 year after you have served 2 consecutive terms and allow individuals to continue if they wish – motion by Pam Malone / Tracy McDaniel 2nd motion
 - Must be re-elected
 - Faculty Senate has same rules that we do now
 - Section 255.7.3

- Jayme – concern with taking it out is that people felt it was a “girls club” that sat around talking and didn’t do anything previously
 - Maybe if it is a situation where the division can’t fill spots, then they would be allowed to stay and not sit out a year
 - Paper vote
 - Remove membership terms - - PASSED
 - 13 yes / 8 no / 1 abstention
 - Voice vote
 - Combining University Development with University Engagement - - PASSED
 - 1 abstention
 - Non Exempt professional category as definition of staff - - PASSED
 - Remove Rep Sessions from Bylaws - - PASSED
 - Election Committee and replace with Elections Coordinator - - PASSED
 - Renumber due to changes - - PASSED
 - Approve full document at next meeting
- Old business
 - Elections
 - Nominations – first week after spring break
 - Elections – following week
 - Susan / Wendy / Barry / Katelynn / Vicki / Martha / Pam / Rick – terms have ended
 - Martha / Pam / Rick cannot run again this year since 2nd vote of bylaw changes will not have happened
 - By laws state elections happen in March
 - Motion to postpone elections until after the April Council meeting – Pam
 - 2nd – Tracy McDaniel
 - Comment – Barry - - not worth it to postpone election since only 3 individuals are elected. Might be able to fill the position later on if all positions are not filled.
 - Motion withdrawn by Pam
 - Leslie wheeler resignation – fulfill this term – fill her spot at election
 - Jayme Payne resignation – fill her spot at election

Committee Reports

- Employee relations – (Susan)
 - Martin forwarded YouTube link for Rep Session to Audre
 - Ideas for Wellness themed Rep Session –
 - Quick 5 minute talks instead of 20 minutes
 - Reviewed committee charges
 - Increase participation in wellness initiatives
 - Participated in several events
 - Increase attendance in rep sessions

- Changed to video
 - Increase activity on SARGE website
 - Flyers passed out last fall
 - Picked up for a little bit but has dropped off
 - Pass out more flyers now
 - Provide new employee bags
 - 80 distributed
 - Supplies exhausted
 - Changed to give out note cards
 - No list of employees from HR
 - Recognize staff for professional development
 - Address when new committees are available
 - Minutes presented at meetings
- Public relations –(Audre)
 - Hoopla – early February
 - 1st chair massage – raised over \$300
 - Next one is March 31st
 - 15 appointments set up at this time
 - Earth Day –
 - Booth – April 19th 11-2pm on quad
 - Help people make bags out of recycled ISU shirts
 - Middle of next week – donation boxes around campus to use at booth
 - Library lobby
 - Federal hall room 207
 - Normal
 - Science room 281
 - Stalker room 214
 - Multi media building
 - Residential Life
 - Student Services building room 245
 - Tirey Hall room 150
- Staff Benefits – (Yolanda)
 - Met on Feb 23
 - Gave council meeting updates
 - FLSA discussion
 - Performance evaluation recommendations
 - Charge
 - Increase knowledge of benefits to staff
 - Include 2 items in newsletter
 - Life changes
 - TIAA Cref
 - Upcoming events – chair massage

- Other business
 - Express Scripts
 - Sent out letters to some employees notifying them that they can purchase prescriptions at only certain locations
 - Notifications are to stop – can get prescriptions at any location
 - if notifications don't stop then contact Joey Newport
- ✿ Martha – One Million Stars Against Violence campaign
 - Raise awareness about violence around the world
 - Global initiative
 - 10,000 stars by ISU
 - Community service time might be able to be used – must be approved by Community Engagement
 - Hope to be done by May 1st – shipped out first part of July
- ✿ Closed session
- ✿ Motion made to adjourn by Tracy McDaniel and seconded by Audre Brickey

Next meeting:

April 13th, 2017

10:30 - 12:30

Dede II