

Draft

Support Staff Council Minutes
Wednesday, January 07, 20098

MEMBERS PRESENT: Anita Adams, Jennifer Brewer, Tom Everett, Edy Fitch, Kelly Hall, Nancy Hauger, John Keegan, Ellen Knoblett, Leslie Krockenberger, David Lofton, James McKittrick, Gary Neese, Theresa Ortega, Margaret Pearman, Roxanne Torrence, Wilma Turetzky, Patsy Weltich, Debbie Woolard

ABSENT EXCUSED: Lauraly Dubois, Tracy McDaniel

ABSENT UNEXCUSED:

EX-OFFICIO: Wil Downs

GUESTS: Diann McKee

Meeting called to order at 11:05 am

Diann McKee-She wanted to personally inform the council about the recommendations that are going forward to the Board of Trustees about the insurance premiums. She will be meeting with Faculty Employee Benefits Comm. Our plan is now more comparable with other organizations. The university had a lot more usage of the plan over the past year. Handouts were given to each council member. Her office is recommending a 10% increase in premiums for the following year and they are hoping that the 10% is enough of an increase. She is hopeful that there will be a decrease in usage. The committee did not look at any changes in plan design. The only other thing they looked at was changing the out of pocket max and deductibles, but didn't see that as a feasible answer. HR tried to keep the rates as low as possible along with the same coverage.

Keegan asked about a mid-year increase. McKee really didn't think that was something that would happen, but could not say for sure.

The handouts that were given out are attached to the back of minutes. The handouts are part of the recommendations that will be given to the Board of Trustees at the coming meeting. All is contingent upon Board of Trustees approval. McKee mentioned that if we were asked about an increase in benefit cost it was safe to say that HR is recommending a 10% increase in rates.

Flex scheduling-would like to have it again this following summer. It will probably be announced in late December. They are not going to a 4 day work week, but we are doing the 4 day flex schedule. They are aware of some issues and trying to work those out.

APPROVAL OF MINUTES:

The October 9, 2008 minutes were approved with changes.

TREASURER'S REPORT:

The October 9, 2008 treasurer's report was approved with changes.

EXECUTIVE COMMITTEE REPORT:

Diana Kemp has resigned from council. There are now 2 openings in district 7. Since nominations were already going, the committee just changed the wordage to say we need two representatives.

Meeting with President-President was late because he was getting arrested by Sycamore Sam. The main thing we spoke with him about was retirement. He is aware of the issues and hopes to see some changes. It is a priority for him.

Staff Awards at a university level. The President was really excited about this idea. Torrence was contacted by McKee the day after the meeting with the President and asked to get something together.

President Council- One big thing that was discussed was customer service. The President really wants to improve the service students are receiving. The President will be contacting HR work on something campus wide.

President's Installation Ceremony is tomorrow. The Administration is requesting that supervisors allow all employees to attend. The installation begins at 2 pm and there will be a reception afterwards.

December Meeting-We will be doing the white elephant gift exchange. You are not required to go out and buy something, but if you do don't spend more than \$5 or \$10 dollars.

Rep Session Feedback- The overall view is that they all went well. The room in Burford was really nice. The session held in the Library was a little crowded.

HUMAN RESOURCE REPORT-Wil Downs

There was a presentation to the Cabinet and the Compensation Advisory Group by Mercer. They communicated where they were at in the process and suggested a compensation philosophy. Until a philosophy is developed and agreed upon, HR is unable to move forward with the project. Mercer is continuing to work on job descriptions.

Performance Review-It was given to the SEBC committee for review and explanation of process. Downs asked that someone from that committee contact him to be part of meetings on how to implement the reviews. Hall suggested that someone from the Employee Relations committee to be on this committee. Torrence suggested that Pearman join the committee since she is on both committees. The committee is using the People Admin software to the reviews electronically. Downs is hopeful that he will be doing a presentation to the President's Council in December.

Non-Smoking Task Force-A summary of that information was presented to the Cabinet a few days ago. There is support for having designated smoking areas. But the question is where are these areas going to be located and how many do we have. The committee does not want to have a lot of those areas. And probably in the very near future the state of Indiana is going to go smoke free, so the campus will have to go smoke free.

COMMITTEE REPORTS:

Election Committee: Karen Harris, Chair

They have ballots coming in for district 3, they have 41 ballots back. The deadline is going to be Monday. Regular meetings are scheduled for the 3rd Thursday of the month at 9 am. There are 5 people that regularly attend the meetings. They are looking for 2 reps for district 7. They are finally getting things rolling. If you have any concerns or suggestions, please contact Harris at kharris@isugw.indstate.edu.

Employee Relations: Kelly Hall, Chair

The committee met last week. The main topic was the survey done at the REP sessions. They wanted to see where they needed to head from the 3 main areas that were discussed on the survey. It was decided that Hall would contact the student rep, because it time to redo the contract with the city bus. A hand out were distributed. They feel they are done with the charges that were given at the first of year. They would like either more charges or the option to work on a few things themselves.

Choir-there are 40 members. It was opened up to faculty and students this year. 6 students are doing solo's. They are also adding several locations to the schedule: Generations holiday lunch, Deming center, Mall, and sing the national anthem at a basketball game, and College of Ed singing at their holiday party. President's office has donated some money for t-shirts along with the PR Committee.

Public Relations: Jennifer Brewer, Chair

We have 2 events coming up in December. Cookies –n- Punch on December 3, 2008. We are asking for donations of cookies. There will be 5 locations set up across campus: Stalker Hall, HMSU, Library, Technology, and College of Business. The second event is Cookies with Santa. We have invited the entire campus to join us. We will be having Santa come in and read a story. We will have crafts and refreshments.

We just ask that you rsvp on –line so that we can get an idea of how many people will be attending.

Scholarship Committee: Toni Bolinger, Chair

They committee changed from a bake sale to a Jar Sale. The jars will contain different types of mixes; cookies, brownies, soups, dog treat mix, cake, and some sugar free mixes. They are taking orders now. The jar mixes are on display in several areas on campus. It is a fundraiser for the scholarship committee. The jars are on sale for \$5.00. The last day to order is December 19th.

SEBC: Wilma Turetzky, Chair

They had meeting yesterday. The time was spent listening about the health insurance increase and the performance review by Downs and Barton.

DISCUSSION:

Weltich-some of the guys in her area wanted to know if we can get Veteran's day off again. Brewer said that we would contact HR and find out why we don't have it off and if there is a possibility to get it off. It was discussed and found that Veteran's day is a state holiday.

Woolard-ISU vehicles are in the back lot of the library. They are taking up several spots in the lot. Hall stated that all Public Safety can do is call Kevin Barr tell them to move the car. Lori Elkins said that she would ticket them and the university will have to pay.

Next meeting is December 11, 2008 in HMSU 321.

Meeting adjourned at 12:34 pm