

**Ball State University Staff
MEETING #6
Thursday, February 18, 2010
Student Center 301**

Present:

Jennifer Lawson, <i>President</i>	Lynn Shipley
Maria Bumbalough	Lee Anne Shore
Terry Burgess	Loretta Smith
Amanda Collins	Judy Stearns
Cathy Cunningham	Carol Terry
Marilyn Davis	Connie Tyner
Janet Johns	Delana Ulmer
David Kaufman	Marilyn Waldo
Sarah McKillip	Coralee Young
Elaine Orr	Angela Zahner

Alternates Present:

Vicki Collard	Bartley Hainz
Robert Cope	Lori Siefker

Guests Present:

Judy Burke	Dan Lutz
Fawn Gary	

Excused Absences:

Carl Burgess	Joyce Lewis
Sandy Duncan	Julie Moody
Kathleen Harrold	Angela Pickett
Ralph Julius	Ted Workman

- I. **Call to Order** – President J. Lawson called the meeting to order at 1:15 p.m.
- II. **Welcoming of Guests** – J. Lawson welcomed all guests to the meeting.
- III. **Guest Speaker** – C. Young introduced Dan Lutz, Director and Fawn Gary, Associate Director from Unified Technology Support

Dan Lutz said that Unified Technology Support department was created from a variety of areas in July 2009 as a single point of contact. The department offers technology support to help, fix, create and learn. The department is currently located in the Robert Bell Building but will be located in Bracken Library once they are able to move. Some of the services offered include:

- o Computer Store
- o Desktop Support
- o Digital Data Services
- o Equipment and Projectionist Services
- o General Computer Labs
- o Hardware Repair

- HelpDesk
- Instructional Classroom Support Services (VIS)
- Learning Technologies Consulting and Support Group
- Statistical Research
- TechTime
- Video Network Information Center

D. Lutz said the department has increased full-time staff on the HelpDesk by 40 percent. To contact their staff, call 285-1517 or email helpdesk@bsu.edu or visit their website at: <http://cms.bsu.edu/About/AdministrativeOffices/UTS/UTSServices.aspx>. J. Lawson thanked Lutz and Gary for taking time to visit Staff Council and explain their services.

IV. **Roll Call** – C. Terry called the roll of representatives and alternates. Roll call showed 20 representatives present and 8 excused absences.

V. **Approval of Minutes from December 17, 2009, January 21, and January 28, 2010 Meetings** – The minutes of the December 17, 2009 meeting were approved, with changes, on a motion by B. Hainz and seconded by C. Cunningham. The vote was unanimous.

B. Hainz made a motion to approve the minutes of the January 21, 2010 meeting with changes. A. Collins seconded the motion. Council members voted unanimously in favor of the motion.

L. Shipley made a motion to approve minutes from the special meeting of January 28, 2010. L. Smith seconded and the council voted unanimously in favor of approval.

VI. **Committee Reports**

- a. **Employee Relations** – M. Bumbalough – no report.
- b. **Public Relations** – A. Collins said the committee plans to host another food drive April 5 through April 16. Flyers will be available at the next meeting.
 - i. **SCAN** – A. Collins said committee members should have received the latest issue of SCAN. If you did not receive a copy, let her know so that she may add your name.
- c. **Elections** – L. Shore said she is updating the constituent lists and plans to get together with her committee to discuss elections.
- d. **Hospitality** – L. Shipley asked for volunteers to help usher at the April 8 Staff Recognition and Awards dinner.
- e. **Research** – C. Cunningham – no report.
- f. **Salary & Employee Benefits** – L. Smith – no report.
- g. **Special Committees**
 - i. **A. Jane Morton Award** – C. Young was pleased to share that the committee received 12 nominees for the award. The nominees will soon be announced.
 - ii. **Angels for Life** – M. Waldo – no report.

VII. **Old Business**

- a. Follow-Up to RFI #16-2009/2010 & #17 2009/2010 – Parking issues

C. Cunningham reviewed the recommendations that were forwarded to Nancy Wray in Parking Services. Wray forwarded the recommendations to Gene Burton. We are awaiting a response from Mr. Burton. (See Attachment A)

- b. Pending RFI #20-2009/2010 -- Is there a plan in place for the crossing on McKinley adjacent to the parking garage? An "island" like on University would be ideal. Besides having to wait for long periods of time (often during very inclement weather), it is sometimes dangerous to attempt to cross the street. Part of the problem is the bus stop on that corner. Cars will pull out to pass the bus and not see pedestrians already in the process of crossing. It is really a very dangerous situation and probably only a matter of time before someone is seriously hurt.

From 12/17/09 meeting –Vice President Randy Howard will respond when he speaks at our March 18, 2010 council meeting.

- c. Follow-Up to RFI #21-2009/2010 – Dependent fee remission for full-time temporary staff personnel.

J. Lawson reviewed the proposal to administration and will await an answer from Dr. Randy Howard. (See Attachment B)

- d. Budget Reduction Ideas – Follow up to Special Meeting held January 28.

J. Lawson reviewed a copy of the materials prepared for Vice-President Randy Howard. (See Attachment C)

VIII. Request for Information/Policy Change:

24-2009/2010: Why doesn't Staff Council help support TRIOTA's efforts to raise item donations for single and/or married students on campus who have to provide for their children at Christmas? If possible, next year, have a fundraiser for our parent students instead of the food drive or do both? We have campus groups providing for children in Delaware County and everywhere else. Why not start with helping out our own community of students who are parents? We've been doing the food drive year after year. I say it's time to do something else or do both, but TRIOTA here on campus has a good cause and they could use some assistance by those of us who are working. I think we all know how hard it is to try and go to school and work.

Response: M. Bumbalough asked Linda Wiley for information on TRIOTA. We should have more information at next month's meeting.

Amanda Collins said that Staff Council has chosen to support the Salvation Army, who, in turn, supports the entire community. One of the goals of Staff Council is to help BSU and the Muncie Community.

25-2009/2010: Why, less than a month after her President's Perspective to cut \$15 million out of Ball State's budget (which also sounded like our positions may be cut), is the Vice President for Business Affairs getting an office makeover? What entitles anyone in times like these, whether or not they are a VP, to an office makeover? Where exactly does that money come from and couldn't the University be saving that?

Response: C. Cunningham asked Dr. Howard to respond. He has been involved in many things and hasn't had the opportunity to respond. He will address the RFI when he speaks at next month's meeting.

26-2009/2010: I'm very unhappy with the change in prescription drug coverage. Specifically, I object to being forced to receive my medications through a mail-order pharmacy. First, it is not safe to mail medications as their potency can be affected by exposure to temperature and humidity fluctuations. Mail trucks are not climate-controlled, nor is the inside of my mailbox. Second, there is nothing to prevent someone from stealing my medications from my mailbox. I can't have them delivered to my campus address without being in violation of Central Mailing's policies. I understand that the University opted for this new coverage from Medco to save money, but it isn't saving me any money. My husband's blood pressure meds went from costing us \$.45 for a 30-day supply under Anthem to costing us \$4 (and that's only because the pharmacist price-matched Wal-Mart's generic price - if we'd used the prescription coverage it would have cost more). I realize that \$4 isn't a lot of money, but it's nearly 10 times what we were paying before! I also object to switching pharmacies; I've used the same pharmacy for 18 years. They have a record of what medications I've taken and they know which ones I've had problems with, but they are not one of the pharmacies listed in the literature from Medco (only CVS and Walgreens were listed there). I feel that this switch is a real disservice to BSU employees and is putting our health in jeopardy.

Response: L. Smith asked Maria Kavanagh to respond. She, too, will have a response by next month's meeting.

IX. New Business

J. Lawson shared two recent appointments of Staff Council representatives to campus committees. Marilyn Waldo and Bartley Hainz were appointed to the Public Safety Committee, and Carol Terry was appointed to the PERC Committee.

X. Announcements

Our next meeting will be held on Thursday, March 18, in Worthen Arena Lounge. Our speaker will be Dr. Randy Howard, Vice-President for Business Affairs

XI. Adjournment

With no further business being presented J. Lawson adjourned the meeting at 2:35 p.m.

Respectfully submitted,

Carol Terry
Secretary, Staff Council

Attachment A

Proposed changes to Ball State University Parking Services policies, submitted by Staff Council:

- 1) A person in possession of a BSU parking registration permit (i.e. a Yellow, general faculty staff registration or a Red, restricted registration) may be permitted up to three garage fee refunds during the fiscal year if:
 - Red or Yellow lots are at full capacity, and parking in the garage for a \$5 fee is the only available option for that particular day and time.
 - The staff person currently holds a valid registration, and is able to show identification and a parking garage receipt to Parking Services personnel within a 48 hr. time period.

- 2) The number of Yellow/Green shared zones will be increased. The proposed change will help alleviate some overflow when Red/Restricted permit holders must park in Yellow lots due to lack of parking spaces. Alternatively, Purple stadium lots could serve as an overflow for Yellow or Green Permit holders.

**The proposed changes would be effective during the current campus parking situation. As campus construction ceases and parking spaces are recovered, the policies would be re-evaluated at that time.

By recommendation of Nancy Wray, this draft was submitted by Sarah R. McKillip, revised and updated by S. McKillip, K. Hiatt, C. Cunningham, and M. Davis on 6 and 20 Jan. 2010. Approved by Staff Council on 21 Jan. 2010.

Attachment B

February 10, 2010

Dr. Randy Howard
Vice President for Business Affairs and Treasurer
Business Affairs
Ball State University
2000 W. University Avenue
Muncie, IN 47306

Dear Dr. Howard:

At the December 17, 2009 meeting of Ball State's Staff Council we reviewed a Request for Information/Policy Change (RFI #21-2009/2010) involving temporary full-time non-exempt staff and dependent fee remission. The request was to allow temporary full-time staff the same fee remission benefits as that of contract faculty/professional staff.

After review and discussion of the RFI, members of Staff Council voted unanimously to put forward a resolution to administration requesting policy be changed to allow temporary full-time non-exempt staff, with 24 consecutive months of employment, to receive dependent fee remission equal to the benefits offered to our contract faculty/professional staff.

A copy of the resolution is attached. We understand this request, if approved by administration, would require action by the university's Board of Trustees.

Thank you for considering this request for policy change. We look forward to hearing from you and the board.

Sincerely,

Jennifer Lawson
President, Staff Council

Attachment

STAFF COUNCIL

PROPOSAL TO ADMINISTRATION

Dependent Fee Remission for Temporary Full-Time Employees
December 18, 2009

The Ball State University Staff Council, composed of representatives from all areas of campus, met on December 17, 2009, and reviewed a Request for Information/Policy Change (RFI #21-2009/2010). The RFI requests that dependent fee remission be considered as a benefit to temporary full-time staff members.

The dependent fee remission benefit requested would be the same benefit provided to contract faculty after 24 months of consecutive service. By offering dependent fee remission we feel that it would encourage staff to participate, generate enthusiasm, and bring support staff more fairly in line with professional staff, as far as benefits are considered.

By unanimous vote of the Staff Council, we are respectfully requesting that administration and the Board of Trustees review and consider dependent fee remission as an additional benefit to temporary full-time staff upon 24 months of consecutive employment.

Attachment C

January 29, 2010

To: Dr. Randy Howard
Vice President, Business Affairs & Treasurer

From: Jennifer Lawson
President, University Staff Council

Re: List of Budget Cutting Ideas from Staff

I would like to thank you for giving Staff Council the opportunity to send forward suggestions for cutting university expenses. It was generous of you to allow our voices to be heard in an anonymous fashion. The Staff are very pleased to have been asked about our thoughts and ideas.

Staff Council's intention was to collect the ideas and compile a list to forward to you, and to not edit the remarks in the interest of maintaining the integrity of each and every voice. It would not have been fair for any of us on Staff Council to decide which ideas are good and which are not. Staff Council agreed we would send the full list forward with a letter of explanation which would state that Staff Council does not endorse or approve any of the ideas, but that we are simply the vessel for delivery.

Several of the suggestions that were made directly oppose what Staff Council represents, and some were simply complaints without actual suggestions. After concern and strong opposition was brought forward from staff regarding the nature and content of some of the suggestions, I made the decision to reconvene the Council in a Special Meeting to revisit the previous action to send forth the full list. A motion was made, and passed, to rescind the previous action. After much discussion on various options, a motion was made and passed to not forward any of the suggestions.

In a perfect world, a statement would be enough to detach Staff Council from the specifics of this list. However, in reality, the Staff Council name would inevitably be associated with the ideas contained within, and could possibly be misconstrued as endorsement. Since we cannot, in good conscience, send many of the suggestions, we feel it is necessary to not forward any of the suggestions.

Please understand that as Staff Council, our main desire is to protect the jobs, pay, and benefits staff currently has. We strongly encourage our administrators to consider alternative budget cuts first. Staff Council regrets that we cannot, at this time, forward any of the suggestions that have been collected. I have encouraged all constituents to consider sending their ideas, with their name attached, directly to the email address that was originally provided. Thank you, again, for the opportunity under these unusual circumstances.