

**Ball State University Staff Council**  
**Meeting #7**  
**Thursday, April 19, 2012**  
**Student Center, Room 301-302**

Members Present:

Brenda Ayers, Carl Burgess, Susan Calvin, Rhonda Clark, Amanda Collins, Kay Collins, Cathy Cunningham, Marilyn Davis, John DeVoss, Bradley Johnston, David Kaufman, Lisa Kaufman, Teresa Kennedy, Sarah Kreps, Dorothy Marvell, Kate Murray, Angela Pickett, Teresa Rector, Shawna Sewell, Loretta Smith, Melanie Turner, Angela Zahner

Excused Absences: Kimberlee Fogle, Bartley Hainz, Sarah McKillip, Andrea Sadler, Josephine Turner

Substitutes Present: Sonya Chapin, Hank Gerhart

Unexcused Absences: Shannon Bell, Kathleen Harrold, Ted Workman

Guests Present: Judy Burke, Tammy Edwards, Jo Ann Gora, Darren Mills

I. & II. **Call to Order-Welcome Guests.** President Loretta Smith called the meeting to order at 1:15 p.m. and welcomed guests to the meeting.

III. Kate Murray introduced today's speaker, President Jo Ann Gora.

President Gora reviewed with the council the following items:

- The dedication of the geothermal project, Phase I, was March 20. There is now construction on the south energy station in front of the Glick Center for Glass. Approximately one-half of the buildings are operating on geothermal energy. \$20M more is needed to complete the project. We have received help from the state for the first half as well as the federal government and foundations. It has attracted attention around the country as we have decreased our carbon footprint by half, increased carbon initiatives, and reaped significant operational efficiencies.
- The Enterprise Resource Planning (ERP) implementation continues. Registration for classes is going well. Admissions implementation was stalled and did not get off to a smooth start; the financial portion has been completed. Vice President Repp has offered to come and talk to departments regarding their implementation. The Banner implementation is on schedule and on budget. It will have a positive impact on the manner in which we do business.
- Higher Learning Commission accreditation. The self-study group has already started their work. Marilyn Buck and Michael Maggiotto are co-chairs of the committee. The Commission will be visiting us in Fall, 2013 or Spring, 2014. Everyone should be aware of their presence on campus. The university must have documented everything we've done in the past ten years.
- This is the year of the new Strategic Plan. The plan for 2012-17 is in the process of being written. It really is an extension of the current plan, and it includes refinement of the previous plan. There will be some continuing themes as well as new ideas. She is hopeful to have board action by September, 2012. The plan directs all our budget activity and where we are going to put our resources.
- We have a new athletic director. There were over 96 applications from all over the country. The search committee's focus was on athletic directors of D-1 conferences or some senior associate athletic directors. Bill Scholl was the number two person at Notre Dame. He has a good background and good experience. He will start on April 30. She is confident he will do a great job

for Ball State and take us to the next level. The next fundraising campaign will hopefully be directed towards athletics and having an athletic director who has background in that area will be helpful.

The President took questions from the council.

1. There have been rumors going around regarding cuts for this year's budget. The President responded there will be no cuts for 2012-13, unless the legislature makes significant cuts. This summer, the administration will be putting together a budget proposal and entertaining state legislators in the fall. By that time we will have submitted our budget for consideration and start talking to legislators. We will find out our appropriations in late April (budget hearing) and that will be for the 2013-15 biennium. She is hoping for more money for higher education. We are no longer funded on headcounts, but graduation rates. Everything in this strategic plan will be attached to the funding formula. They can fund it as presented to them, or not. STEM (Science, Technology, Engineering, and Mathematics) degrees are the emphasis of the legislature.
2. This is an election year and a new governor. Is there a possibility the new governor may appoint someone to replace Jud Fisher for the Board of Higher Education? President Gora responded the board members serve either four or six year terms. The governor would then select a new board member. She added that members of the board are selected from designated regions of Indiana; they do not represent any university, only their region.
3. Lastly, the President discussed salary increases for staff, which will have been set at 3.00 percent. The distribution of salary increases will be as follows:
  - General salary increase of 2.10 percent to individual employees provided that the supervisors' evaluation indicates satisfactory performance. Salary increases for individuals whose performance review indicates improvement is needed to meet satisfactory performance standards may be less than the 2.10 percent general salary increase at the discretion of the supervisor.
  - The balance of the 3.00 percent will be available for merit distribution at the discretion of the supervisor.

Salary increases will vary depending upon individual performance and in compliance with overall University policy regarding salary grades applicable to job classifications.

IV. **Roll Call** – M. Turner called the roll of representatives and alternates. Roll called showed 24 representatives present, five excused absences, and three unexcused absences.

V. **Approval of Minutes from March 15, 2012**

Sarah Kreps was present at the meeting and should be added under “Members Present.”

A motion was made and seconded (A. Collins/Cunningham) to approve the minutes, as corrected.

The motion carried.

VI. **Committee Reports**

- a. **Employee Relations** – B. Hainz – no report.
- b. **Public Relations** – A. Collins. Amanda reported the Back to School Teachers Store will be having a purse sale again this year to raise money for the store. This year they are including watches, wallets, and anything else that might be in the category of purses. The purse drive will run through the next

meeting and it starts today. Boxes will be in the Alumni Center, the Administration Building break room on the lower level, Letterman Building, Rm. 131, Student Center 130, and Carmichael Hall, Rms. 200 and 140. Anyone is welcome to put a box in their area, as long as it is a secure location.

- c. **Elections** – T. Kennedy. Teresa reported the return date for elections is May 6.
- d. **Hospitality** – A. Zahner. Angie reported the Staff Recognition Dinner is tonight at the Alumni Center.
- e. **Research** – No report.
- f. **Salary and Employee Benefits** – D. Kaufman – no report.
- g. **Angels for Life** – C. Cunningham. Cathy reported at the Angels for Life Blood Drive in March, we had 311 participating, with 240 units of blood donated and 71 deferrals. This blood drive included a competition between the fraternities and sororities, which were divided into three groups, depending on the size of the fraternity or sorority. There were no participants in the Division 1. Sigma Nu was the Division 2 winner with 13.89% turnout. Division 3 was Phi Mu with 10.23% turnout. The winners will receive meat from Fisher Meats for a cookout. There will be another drive in May.
- h. **Special Committees**
  - 1. **A. Jane Morton Award** – K. Murray. Kate reported the award will be presented this evening at the Staff Recognition Dinner. The recipient receives \$1000 check. Please keep this in mind when thinking of a worthy person next year.
  - 2. **Public Safety** – L. Smith reported she sent a note to the chair of the public safety committee regarding the issues the staff council discussed last month.

## VII. Unfinished Business

- A. Follow-Up to RFI #35-2009/2010 – Weekend parking situation for library employees with restricted pass for Emens garage. After discussion in June, referred back to Research Committee for creation of a small task force to try to work out a resolution with Parking Services.

*Response: Cathy Cunningham reported the parking subcommittee met on March 21. The subcommittee allowed people to speak, as well as asked questions. Most felt like the subcommittee heard what they were saying. A simple sign change on the bottom floor would be all it would take. Everyone offered solutions, which was interesting to hear.*

- B. Follow-Up to RFI #4 2011/2012 I have been talking to the people that work with our health insurance at BSU about the exclusion attached to our policy to cover weight loss surgery. I have found out that it would be a denied claim even if it were deemed medically necessary to sustain life. I would like to have the exclusion removed or changed to read when deemed medically necessary by physician. I understand from a phone conversation with Susan Girton that not many employees have inquired about this. During our conversation, I had asked about how to find out if other employees may want to see this exclusion changed or lifted. I was told that very few people had asked about it. I posted an inquiry on what I thought was Ball State Communicator. I have had many (41 as of this hour) replies stating to please investigate this option. I have had two responses against it. I would like to have staff council please present this to the correct individuals in order for a change or options to be made of our insurance coverage.

*Response: David Kaufman sent an e-mail to Marie Williams, Associate Vice President for Human Resources and Administrative Services asking administration to look at bariatric surgery as a surgery to cure diabetes. Tammy Edwards, a guest at the meeting, reported her appeal was denied. There is a correlation between obsessive weight and diabetes and that it is curing diabetes as well.*

**This RFI is not resolved.**

## VIII. Request for Information/Policy Change

- A. RFI #6 2011-2012 Many of us park in the lots surrounding the Student Center. Evidently, this week there was a Conference on Campus and all these cars were parked in the lots over there with hang-tags. By very early morning it was full and extremely difficult to find a parking space for those of us with yellow. I know that Parking Services charges visitors to park in the garage, but I think we all know that the SC garage sits pretty empty and i do not understand why they cannot give hang-tags and let the conference attendees park in the garage. It leaves us as employees out in the cold while we give up our parking to visitors, which somehow doesn't seem quite right. I would like Parking Services to consider allowing conferences or meeting groups to be allowed to park in the garage versus the yellow surface lots that we as employees pay to park in. I understand it's all about the money for them -- but it's all about the money for us too. If we can't find a place to park after we have already paid for a permit, we have to double pay by paying in the garage or at a meter. Question for Parking Services -- is that fair?

*Response from Nancy Wray: Lots around the Student Center are yellow permit (General) parking. The purchase of a yellow general parking permit does not guarantee the holder a convenient parking space. It only affords the holder the privilege to parking in any yellow parking area on university owned or controlled property.*

*The free visitor permits issued by Parking Services are good in yellow and green lots. Visitors to campus have the same obligations and restrictions as employees who have yellow permits. Lot surveys conducted by Parking Services have indicated there is sufficient yellow and green parking on the south side of campus to accommodate employees and students as well as special events at the Student Center. While some lots directly adjacent to the building fill, there is open space available in the outer lots. One yellow lot closed due to the Geothermal Well project on the south side of campus has had some impact on yellow parking; however, yellow parking in that area has been moved to the green lot adjacent to it. As you are aware, the restricted lots on campus cost more. Besides convenience, those who purchase restricted permits are also purchasing the guarantee of available parking in the lot they chose. It would be inconsistent with university parking policy to provide free parking for visitors in those lots where employees have purchased a greater expectation to park.*

Can you explain why these tags are not issued for the meter/visitor spots in the Garages?

*Response from Nancy Wray: Metered parking is for short term and turnover parking only and a revenue source. We cannot give away metered parking anywhere.*

#### **Information from Parking Services Webpage**

(<http://cms.bsu.edu/About/AdministrativeOffices/ParkingServices/VisitingCampus/Garages.aspx>):

#### **Parking Garages**

**Metered parking is available by the hour or for the whole day** in each parking garage. Overnight parking is prohibited in all parking garages.

#### **Payment**

You must pay at the beginning of your stay in the parking garage. The pay stations in each parking garage provide step by step instructions for making payment. In order to pay, you will need to know your space number. Space numbers are located on the sign in front of each parking space. Be sure to enter the correct space number, citations issued for entering an incorrect space number will not be cleared.

The pay stations accept the following forms of payment:

- bills - \$1 and \$5 bills only
- change - nickels, dimes, and quarters

Garage Rates	
Per Hour	Hours
\$1	1 - 3
\$.50	4 - 6
\$.25	7 & 8
\$5 Maximum Daily Rate	

- credit cards - Visa, MasterCard, and Discover

**Pay stations do not give change.** The Office of Parking Services does not issue refunds for money paid in the parking garage or excess time on a meter.

#### **Locations**

**R6 Emens Structure** – Metered parking is located on the top floor of R6 with a pay station located in each of the three stairwells and one at the bottom of the up and down ramp on the top floor.

**R7 McKinley Avenue Structure** – Metered parking is located on the bottom floor of R7 with a pay station located at each pedestrian exit.

**R8 Student Center Structure** - Metered Parking is located on the bottom floor of R8 with one pay station located at the pedestrian exit on the north side of the garage.

*Kate Murray researched this issue. She is looking for more feedback and suggested we look at other universities – some offer stadium parking with busses taking them to the door of their first location for meetings.*

*Discussion ensued. A suggestion was made to have guests park at the McKinley garage or Student Center garage. Some people are not coming to campus for training because of the parking situation. It will be discussed at the next executive committee meeting on how to proceed with this issue.*

- B. RFI #7 2011/2012 Is there any way we can protest the cost of parking? It's getting out of hand. Every year is goes up along with the cost of insurance. Some employees are working at a loss. Please check to see what we can do. Thank you.

#### *Response from Randy Howard, Vice President for Business Affairs, and Treasurer:*

*Parking Services is an auxiliary operation of the University which means it is self-sustaining and its revenue must equal its expenses. Expenses out of the parking auxiliary include costs associated with parking facilities, including surface and garage parking, parking and safety personnel, and repair and replacement of parking facilities. Revenues from the parking auxiliary do not go into the University's general fund and the general fund does not subsidize the parking auxiliary. The University, including parking services, is no different than any other consumer we have increases in expenses that are unavoidable and must be addressed. As an example, the costs of utilities, health care, and various other commodities will likely increase next year.*

*I don't understand the comment that the cost is getting out of hand and every year it goes up. From Fall 2007 to Fall 2012, the cost of parking has increased in four of the five years. Depending on the type of permit purchased, the annual increase has been \$5 or less in three of the five years (including the current year). Over that five-year period, the average annual increase in price for some of the most popular parking permits (including the registration fee) is below. For comparison, inflation (as measured by the CPI) over that same time period has increase by 2.3% annually, and university salaries have seen a 2.5% average annual increase. So, while parking rates have increased at a rate slightly higher than inflation, I would not agree with a statement saying they are out of control. In dollar terms, the increase in the highest parking rates averaged \$10 per year (or less than 84 cents per month). The lowest price permit, the general permit, has increased in price by a total of \$15 since 2008.*

#### *Average Annual Increases in Parking Rates 2008-2012:*

*General Permits (Yellow/Green): 4.7%*  
*Restricted Permits (Surface Lots): 2.3%*  
*Restricted Permits (Garages): 2.5%*

*Likewise, insurance costs have gone up every year; although, the introduction of new consumer driven health care plans has offered lower cost options and helped the University mitigate the rate increases to its employees. Medical costs have been rising at a rate significantly higher than ordinary inflation, and*

*this fact has garnished national attention. Just like other insurers, the University sees increased costs associated with utilization, new techniques, and pharmaceuticals, and medical inflation. Like parking, health care is an auxiliary whose budget must be balanced every year.*

*Additionally, employees of the University may elect to have their payroll deduction for parking fees and insurance premiums taken from taxable gross income before taxes are calculated, resulting in a reduction to the employee's withholding and liability for federal, state, and local income taxes, as well as Medicare and FICA contributions (for those earning less than the FICA maximum salary and wages). Employees electing this option will actually have a net increase that is significantly less than those discussed above.*

*The administration is always concerned with employee morale but has to balance these concerns with fiscal realities. Just as the nation and state government is faced with difficult challenges, we are making -- and will continue to make -- difficult decisions about the budget. Throughout this challenging period, the University will remain focused on student success and our employees are a key factor in this success.*

**This RFI is resolved.**

- C. RFI #8 2011/2012 The fee remission requirement that a child must be claimed on an employee's taxes is discriminatory. Due to divorce decree, my ex claims 1 child and I claim one. This does not make my child any less my child, biologically or in any other way. I have always had both children covered by BSU insurance, pay regular child support, and have been an involved parent since the divorce. A non-biological child (stepchild) of an employee can get fee remission if the employee is remarried with step-children and claims them on their taxes. The policy needs to be changed, so that the only proof of the child qualifying should be a birth certificate.

*Response: David Kaufman sent an e-mail for response from Marie Kavanagh. There has been no response.*

**IX. New Business**

- a. The next meeting is May 17<sup>th</sup> and the speaker will be Jerry Winans – Associate Director of Learning and Development.

**X. Announcements**

- a. Buy one get one tickets for staff  
i. Franc D'Ambrosio (Pruis) 4/24/12
- b. Open enrollment for health insurance will be available in May; more information will be sent after approval by the Board of Trustees.

**XI. Adjournment**

A motion was made and seconded to adjourn. The meeting adjourned at 2:50p.m.

Respectfully submitted,

Melanie Turner  
Secretary, Staff Council