Ball State University Staff Council Meeting #9 Thursday, June 21, 2012 Worthen Arena, Arena Lounge

Members Present:

Brenda Ayers, Susan Calvin, Amanda Collins, Kay Collins, Cathy Cunningham, John DeVoss, Bradley Johnston, Lisa Kaufman, Teresa Kennedy, Sarah McKillip, Kate Murray, Angela Pickett, Andrea Sadler, Shawna Sewell, Loretta Smith, Josephine Turner, Melanie Turner, Angela Zahner

<u>Excused Absences</u>: Carl Burgess, Rhonda Clark, Marilyn Davis, Kimberlee Fogle, Bartley Hainz, Kathleen Harrold, David Kaufman, Sarah Kreps, Dorothy Marvell, Teresa Rector

Substitutes Present: Amy Clevenger, Julie Kratzner

Unexcused Absences: Shannon Bell, Janet Johnson, Ted Workman

Guests Present: Tammy Edwards, Allison Rodebeck, Rhonda Thomas, Deena White

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.

Due to a technical problem with the presentation, the agenda was reordered and the guest speaker was introduced at the end of the meeting.

- III. **Roll Call** M. Turner called the roll of representatives and alternates. Roll called showed 18 representatives present, two alternates present, ten excused absences, and three unexcused absences.
- IV. Approval of Minutes from May 17, 2012

A motion was made and seconded (A. Collins/L. Kaufman) to approve the minutes as written.

The motion carried.

V. Committee Reports

- a. **Employee Relations** B. Hainz no report.
- b. **Public Relations** A. Collins. Amanda read a thank you card from the Teachers Store for our donation of purses.
- c. **Elections** T. Kennedy. Teresa reported the election is complete. Everyone has been contacted, with the exception of 3-4 areas that need a tie breaker to confirm the representative and alternate. Elections will take place at the next meeting of the Council: July 19.
- d. Hospitality A. Zahner. No report.
- e. **Research** No report.
- f. Salary and Employee Benefits D. Kaufman no report.
- g. **Angels for Life** C. Cunningham. Cathy reported the blood center will conduct a blood drive on June 27. There will be a blood mobile in the Architecture parking, just across from the Student Health and Recreation Center. If you did not give blood at the last blood drive, you are eligible to donate. This is a last minute push to get donations before the busy July 4th holiday.

h. Special Committee

1. Public Safety – No report.

VI. 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.

Excerpt from meeting minutes of the Parking Subcommittee, March 21, 2012:

Laura Helms (Chair) brought the Emens parking structure issue discussed at the last meeting to the table for further discussion. Gene Burton said a weekend parking audit of the Emens parking structure had been completed with counts of open spaces being conducted three times a day (a morning count, an afternoon count, and an evening count) on both Saturday and Sunday from the first weekend in November through the end of first semester. They found that open spaces varied from 2 to 19 during the audit. Gene also indicated open spaces varied depending on events that were taking place on campus and no specialized spaces (RA spaces, handicapped spaces, etc.) were included in the audit. Gene also said there were approximately 400 spaces available in the McKinley parking structure during the audit.

During discussion several guests indicated the following are problem times/issues:

- Faculty and staff feel they are paying \$400 to park in the structure but not seeing the benefit of it due to varied work schedules.
- The most problematic times are during events and football games when students must move their vehicles from the Scheumann Stadium parking lot.
- · Faculty and staff having to arrive on campus much earlier than their work shift begins just to find parking.
- Work schedules for both faculty and staff require evening and weekend hours, and that is open parking time for the parking structures. Faculty and staff have paid to park in the structure, yet it is open parking for others who haven't paid.

Discussion regarding possible solutions included:

- Would it be possible to consider Monday Sunday passes rather than Monday Friday?
- · Can only R6 permits be made to be Monday Sunday?

 Gene Burton said enforcement would be problematic since it needs to be consistent and he currently has no staff working on the weekends to enforce this, and hiring staff for just one area isn't feasible.
- Can there be restrictions on what students can receive parking passes?

In response, Gene Burton said this has been approached three times during his tenure and students being allowed to bring their cars to campus and park on campus is highly valued by students and it would be detrimental for BSU to begin adding restrictions to student parking.

Can there be a sign change for 24 spaces on the lower level of the Emens parking structure to allow only restricted parking and make it a tow zone? Or, could the entire lower level be restricted in this manner? It was pointed out that students also have R6 permits, and they would take the 24 spaces. Also, making the entire lower level restricted at all times would be problematic for campus visitors. Gene Burton said that even moving the 50 student parking passes from R6 to R7 would not solve the problem during open parking times. Gene also pointed out that R7 (the McKinley parking structure) has about 500 parking spaces.

Alan Hargrave said many employees have a longer walk than from the McKinley parking structure to these areas of concern, but the perception is that it is further since there are buildings in between, and perhaps a more inviting path or walkway would change that perception.

With time being short, Laura Helms suggested another meeting on this issue would be in order to further discuss the issue and possible solutions.

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 from Marie Williams, Associate Vice President for Human Resources and Administrative Services:

Unfortunately, due to the complexity of this issue and scheduling time constraints, I will not be able to have a detailed response formulated for you on/before the Staff Council meeting scheduled on April 19th, 2012. However, I can share with you that our team has started the process of researching this option, including dialogue with our healthcare provider, to assess the feasibility (benefits and cost to the University and Employees) to add this type of procedure to our health care plans in the future. This assessment will also include, but not limited to, benchmark analysis regarding health coverage options provided by other institutions of higher education, as well as a campuswide benefits survey which will be administered in the fall semester. The survey will provide an opportunity for all employees to have valuable input regarding the University's benefit offerings. The results of the survey would then be utilized to help guide the future healthcare decision-making activities of the University, including any suggestions regarding new benefit offerings or services and/or changes to existing benefits.

This RFI is not resolved.

C. 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 hangtags. 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 hangtags 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?

<u>Response from Nancy Wray</u>: 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):

Metered Parking

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.

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

The pay stations accept the following forms of payment:

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

After considerable discussion, it was decided that a few members of the council will meet to write a complete explanation to convey to Parking Services regarding our concerns. There are several, and include 1) university vehicles taking up yellow parking spots, and 2) yellow parking spots taken to have a smoking area. It is necessary to be thorough in writing and documenting our concerns and issues before passing on to the Parking Services Office. This may take a few months as pictures and other documentation will be gathered before presenting to Parking Services.

This issue is not resolved.

D. 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.

<u>Response: David Kaufman received the following e-mail response from Marie Williams, Associate Vice President for Human Resources and Administrative Services:</u>

Thank you for your email and for bringing this issue to my attention. We will look at this request and have the policy reviewed and send you our response or progress update on the review of this policy as soon as possible.

Thank you for your patience.

This issue is not resolved.

VII. Request for Information/Policy Change:

A. RFI #9-2011-12 This morning I was yet again trapped in the elevator at the west end of Cooper. This is the second time THIS MONTH that this has happened to me. Additionally, two other staff members have been trapped in that elevator within the last month. As you know, that elevator breaks down weekly. People are constantly getting trapped in there, requiring the police to come to their rescue. The situation simply cannot continue. Cooper is the primary science building at a major state university. It is utterly ridiculous that the elevator cannot be maintained in proper working order. In its current condition, it is embarrassing. It is stressful for those of us who have been trapped and, I fear, that it may be dangerous. I would like to request that the Council obtain incident reports or statistics on people getting stuck in that elevator over the last six months so that we can all be made aware of serious this issue has become. I would also like to request that the Council look into why this elevator cannot be maintained in proper working order and what the University is doing to address this situation.

Update: "An update to this is that the elevator service company has been working on the elevator for days—and it has been out of service since maybe last Monday. The out of service sign is on it again today. (June 4, 2012) "

Response from Jim Lowe, Director of Engineering, Construction, and Operations (June 8, 2012):
The elevator in the Cooper west wing has had a lot of attention by our service contractor. They struggled to determine the root cause of the problem. Elevators are controlled essentially by a computer. Just recently they determined that the main circuit boards under certain conditions caused the elevator to lock-up. New main circuit boards arrived on Wednesday and have been installed. The elevator was shut down for a few days waiting for the new circuit boards. As of 3pm on Wednesday the elevator was placed back into service and so far problem free. I know this has been problematic for many. But sometimes it's not easy to determine what gremlin is causing the problem. We plan to closely monitor the operation of the elevator over the next few weeks.

This issue is resolved.

VIII. New Business

A. Nominations of officers for 2012-13

The following have been nominated for a position on the executive committee of the Staff Council:

President: Kate Murray Vice President: Andrea Sadler Secretary: Melanie Turner

There were no other nominations from the floor today; however, nominations from the floor will also be accepted at the July 19 meeting of the council.

IX. Announcements

- a. The last meeting of 2011-12 will be July 19 at the Arts/Journalism Studio Lounge. Lunch is from 12-1pm, and the meeting is at 1:15. This meeting is solely for officer elections, no meeting will take place. Please feel free to bring your lunch or purchase a lunch from the Atrium Food Court.
- b. Kate Murray added additional information regarding the parking situation issue. We want to have as much information available to present to Parking Services. If you see something that would be appropriate to include in our discussions with them, please take a picture and pass it along to either Kate Murray or Melanie Turner. We want to present them a fair picture of the parking situation.
- X. Guest Speaker Vice President Kate Murray introduced Sherri Contos, Associate Director of Marketing Emens Auditorium and Pruis Hall. Sherri briefly reviewed the history of Emens Auditorium:
 - 1. Emens will be fifty years old next academic year;
 - 2. Seats 3309 people;
 - 3. Built as part of an academic wing;
 - 4. Half of the cost of building the auditorium was raised by community and private donations;
 - 5. Over 100 events over the course of an academic year. These are not solely produced by Ball State; some are by promoters, others are half and half;
 - 6. Tickets on sale August 17, with Blue Man Group tickets on sale August 24.

Preview of coming events to Emens/Pruis/Sursa Hall for 2012-13:

-Titanic the Musical (10/3/12)

-Ruthie Foster (9/6/12)

-Menopause the Musical (10/19-20)

-Birdland Big Band (10/18)

-Royal Drummers/Dancers of Burundi (10/24)

-Montana Skies (11/27)

-West Side Story (11/15)

-Susan Werner (1/31/13)

-Shrek the Musical (1/10/13)

-Tartan Terrors (4/6)

-Blue Man Group (2/19-20)

-Rock of Ages (4/23)

XI. Adjournment

Prior to adjourning, Loretta Smith thanked the council for their support and especially the last two years while she was president. There was applause for Loretta, in appreciation for her work on the council.

A motion was made and seconded (Sadler/Kennedy) to adjourn. The meeting adjourned at 2:00p.m.

Respectfully submitted,

Melanie Turner Secretary, Staff Council