

Ball State University Staff Council
Meeting #08
Thursday, April 19, 2007
Location: Student Center – Forum Room

Present: President Sylvia Ewert, Amy Clevenger, Cheryl Duffy, Sandy Duncan, Pat Henman, David Hensley, Mary Ann Hurt, Virginia Jennings, Dorothy Marvell, Naomi McLaren, Zach Mickler, Ellie Palmer, Donna Perry, Kathleen Pickens, Christy Roe, Debra Sheller, Lynn Shipley, Lori Siefker, Carol Terry, Vicki Tucker, Charles Tuite, Connie Tyner, Tricia Walter, Betty Welch, and Coralee Young.

Excused Absence: Kimbra Baker, Kevin Farrell, Marilyn Folkerth, and Jennifer Lawson

Alternates Present: Debbie Bear*, Carl Burgess, Janet Johns, and Julie Moody

Guests Present: Kim Hiatt, Tom Kinghorn, and Melissa Rubrecht

I. **Call to order** – President Sylvia Ewert called the meeting to order at 1:15 p.m.

II. **Welcoming of Guests**

Guest Speaker – C. Terry introduced Mr. Thomas Kinghorn, Vice President for Business Affairs and Treasurer. Kinghorn made a PowerPoint presentation highlighting the three main areas for which he is responsible: Finance and Business Services, Governmental Relations, and Facilities. He reviewed projects to be completed by 2013, McKinley and Riverside, Park Hall, Football Stadium renovations, Heat Plant, Recreation Center, Johnson Hall renovation, Communications and Media, Student Center renovations, DeHority Hall renovations, new academic building quadrangle, LaFollette complex, and Woodworth Dining/Plaza.

Kinghorn also discussed the health enhancement program for employees and spouses. The goals are to:

- Provide high quality healthcare protection
- Provide plan options so employees can choose based on their own circumstances
- Benefit both the employee and the university from reduction in the total cost of health care
- Provide information and incentives to encourage healthy lifestyle choices and proactive preventive health care

Other components in the health enhancement program would include a nurse practitioner on campus this fall in the Health Center for employees, the nurse navigator program, a voluntary health risk questionnaire, confidential coaching services, focus groups, health education. Mr. Kinghorn said that approximately 80 percent of our costs are driven by 20-25 percent of employees. They plan to help educate employees and hope to teach how to avoid diabetes and cancer. The university will continue to offer smoking cessation classes and may offer a Weight Watchers class on campus.

Kinghorn accepted questions from staff and thanked Staff Council for allowing him to share all the exciting changes on campus.

III. **Roll Call** – Secretary C. Terry called the roll of representatives and alternates. Roll call showed 25 representatives present, 4 excused absences, no unexcused absence, and 4 alternates present.

IV. **President's Remarks** – S. Ewert encouraged constituents to vote in buildings/areas where elections are taking place.

V. **Approval of Minutes from March 15, 2007 meeting** – A motion was made by K. Pickens to accept the minutes, seconded by C. Duffy. The vote was unanimous.

VI. **Committee Reports:**

A. **Employee Relations** – N. McLaren – no report.

- B. Public Relations** – L. Shipley reported she is working on a new issue of SCAN.
- C. Elections** – D. Hensley reported that elections were taking place in 14 areas. The deadline for voting is April 27. He has received a good response thus far.
- D. Hospitality** – C. Roe reminded members of the Staff Recognition and Awards dinner set for the evening in the Student Center.
- E. Research** – Z. Mickler - no report.
- F. Salary and Employee Benefits** – J. Lawson - no report.
- G. Special Committees** –
 - i. **A. Jane Morton Award** – S. Ewert reported the winner would be announced at the awards dinner.
 - ii. **Employee Activities Committee** – S. Ewert reported the EAC has two events in May, Beef and Boards on the 13th and a rummage sale on the 19th.
 - iii. **Angels for Life** – K. Hiatt reminded staff of the next blood drive scheduled for April 24 and 25. She distributed posters for members to post in their buildings. Also, volunteer greeters are needed to help at the door.
 - iv. **Grievance Ad-Hoc Committee** – C. Young – no report.
 - v. **Public Safety Committee** – Kathleen Pickens said the committee will address concerns (i.e. potholes, pedestrian traffic, etc.) and has a website for safety complaints. Their new website is: <http://safety.iweb.bsu.edu>

VII. Old Business –

- A. RFI #27-2005/2006 and #11-2006/2007, Proposal to Gene Burton about Weekend Parking for Library Employees** –G. Burton has asked the Parking Committee to meet.
- B. Staff Council Proposals to Administration**
 - i. **Adult Fee Remission Proposal** –The Salary and Employee Benefits Committee forwarded information to Tom Morrison and are awaiting his response.

VIII. “Request for Information/Policy Change”

38-2006/2007 A library constituent who was talking to some of the service personnel wonders why we cannot have a buffet for the Staff Recognition Program like the Service Personnel. The Service Personnel Awards Banquet is held in the arena and is free of charge to service personnel and their families compared to our \$13.00 if you aren't being recognized. First the constituent wondered why we always have chicken when service personnel have choices of at least three meats. Do we have to use Banquet and Catering? Couldn't we use Dining Services?

Action: S. Ewert received a response from Judy Burke in Human Resources indicating the staff dinner could be held in conjunction with the service banquet. S. Ewert K. Pickens made a motion have the Research Committee develop a question to poll constituents, S. Duncan seconded the motion.

39-2006/2007 The dental benefit for BSU insured has not been increased from \$1000 for many years. I meet the maximum benefit early in the year and either do without dental care or pay out of pocket. I would like the university to consider an increase in the annual dental benefit. Thank you.

Action: S. Ewert shared the report that J. Lawson received from Larry Cistrelli, Director of Risk Management and Insured Benefit Programs, and he replied with the following statement,

“Discussions are currently underway with regard to broadening the dental coverage, that is, covering items not currently covered such as implants and/or additional cleanings. At present it does not appear as though the maximum benefit will be increased in the new plan year starting July 1, 2007. Keep in mind a flexible medical account can help offset co-payments as well as expenses in excess of the \$1000 limit. Open enrollment starts today and you might want to consider this option. Call if you have questions about it.”

40-2006/2007 I was on vacation the week of the snow, but why do I have to take a vacation day on the Wednesday the university was closed? I was snowed in most of the week too! That seems unfair.

Action: According to the Handbook for Nonexempt Staff Personnel, 4.1.1 Compensation Policy for Declared and/or Specified University Close-downs, "An employee who is not scheduled to work because of a scheduled day off or layoff status will not receive compensation."

41-2006/2007 What is the deal with the flex spend card being unusable if you don't send in a receipt for a purchase or charge that the system already has on file? It's my money; I should be able to have continuous use of it until I have a zero balance. You are making it so people will not use the flex spend service in the future!

Action: S. Ewert reported that J. Lawson contacted M. Kavanagh in Payroll and Employee Benefits and Lawson had not received a response as of the meeting date.

42-2006/2007 The yellow general lot on the east side of the Student Center needs to be checked more often, especially during the lunch period (11-2:00). There is hardly ever a spot in there anyway, but students, etc. park in there during the lunch period to go to the village to eat. What am I paying for when I usually end up parking on the street every day? There needs to be a major overhaul of the parking regulations if you expect people to pay for parking but there are never any spaces.

Action: Z. Mickler said he spoke with Nancy Wray in Parking Services and they will monitor the situation more closely.

43-2006/2007 Rumors have it that staff members are going to have their sick leave taken away, the same as service staff already have; and that service staff (custodial and dining services) will be outsourced. Could Staff Council research this subject or ask the President? It would be good to know more than a month ahead like the service staff.

Action: S. Ewert shared a response from J. Burke. Burke said the university is not considering at this time but attendance is being monitored.

IX. New Business – Proposed Beneficence Pledge – K. Pickens made a motion to approve the pledge with a name change (use another word besides Beneficence), C. Duffy seconded the motion. After the motion was made, discussion took place regarding the name of the pledge and the issue of confusion since the BSU Foundation has a Beneficence Society in place. Members were in favor of supporting the motion with the name change.

X. Announcements – The speaker for the May meeting will be Dr. O'Neal Smitherman, Vice President for Information Technology and Executive Assistant to the President.

S. Ewert read a copy of the letter presented to President Gora from Staff Council in support of becoming a smoke-free campus.

XI. Adjournment – A motion to adjourn was made by C. Terry and seconded by B. Welch. The meeting adjourned at 2:40 p.m.

Respectfully submitted,

Carol Terry, Secretary

** Notes the alternate who had voting privileges since the representative for their building was not present.*