



CHAIR'S ANNUAL REPORT 2007-2008 STAFF COUNCIL

Staff Council began its 2007-2008 year with the annual retreat held in the new Rice Library on July 31, 2007. Dr. Joe Palladino, Professor of Psychology and Chair of the Psychology department, started the meeting off with some ice breakers. Miles Mann, Assistant Director of Facility Operations, discussed changes that we would see on the campus over the next few years, and Cindy Brinker, Vice President for Governmental Relations, presented information about the process she goes through in order to obtain money for the university from the state.

ELECTION OF OFFICERS

During the retreat, Staff Council held the annual election of officers. The results were:

Angela Torres, Chair
Dave O'Grady, Vice-Chair
Terry Martin, Secretary

COMMITTEE REPORTS

Economic Benefits Committee Report

The 2007-2008 Economic Benefits Committee submitted the following proposals for the 2008-2009 Budget Presentation:

- Proposal 1 – Merit and base rate increase adjustments for support staff in the maximum amount available due to current economic conditions.
- Proposal 2 – Re-submitted the request offering employee-paid short-term disability insurance. Employees covered under the present long-term disability policy have no insurance coverage available during the first six months of disability.
- Proposal 3 – Proposed that USI become a tobacco free campus.

The Economic Benefits Committee will be looking into the issue of a police force on campus versus a security force which is currently in place and will continue to review the request for an increase in shift differential wages for all third shift employees.

Employee Relations Committee Report

The Giving Tree - This year we collected for eleven families. We continued the tradition started last year of giving gift baskets to the international students that were here on campus over the Christmas holidays, making baskets for nine. The baskets contained snack food, drinks, phone cards, gas cards, etc. We were late getting started with this event, but we were able to get everything finished finals week. The committee members really worked hard to make up for lost time. Pam promised to get started earlier next year! The Math department took one whole family and bought from their wish list. Others are equally as generous. This year we also added something new, we sent the email about the Giving Tree to all of the students on campus. This brought us many calls and applications.

The week of February 14 was Student Worker Appreciation Week. May 21st was the annual Employee Picnic. The venue was moved under the UC Bridge due to construction. A total of 41 gifts were donated and given away. We did not buy gift cards this year because of University policies of taxable gifts for employees. The Physical Plant donated their labor to set up and tear down the tables, chairs, trash containers, etc. We received six large boxes of donations as well as \$10 in cash, two \$5 gift cards to Schnucks, and one \$5 gift card to McDonalds this year for Archibald's Food Closet. We also had two DJ's from our own WSWI, Kelly Orsby and Andrew Bolin, that entertained us with music and humor. This year HR set up a table to gather information about carpooling.

Nominating Committee Report

This election year there were ten positions to fill for Staff Council.

Following are the employees who terms had expired: Jeri Broshears, Student Development; Christine Crews, New Harmony; René Koressel, Career Services; Tony Morgan, Procurement/Distribution Services; Frank Nagy, Physical Plant; Lisa Staples, Biology; Virginia Thomas, Art; and Angela Torres, Liberal Arts.

During the 2007-2008 year, five staff members resigned from the Council: Carol Evans, Occupational Therapy; Kristin Lewis, Nursing & Health Professions; Tammy Oliver, Nursing & Health Professions; Julie Weinzapfel, Procurement/Distribution Services; and Kitty Wusstig, Extended Services.

Those nominated were: Julie Bordelon, Distance Education; Jeri Broshears (2nd term), Student Development; Angie Goebel, Travel; Michelle Herrmann, Purchasing; Chris Jines, Career Services; Frank Nagy (2nd term), Physical Plant; Teresa Schmitt, Physical Plant; Kim Shelton, Athletics; Jacki Spainhour, Nursing & Health Professions; and Catherine Vaughan, Library.

All available positions were filled, and two alternates were named to the Council: Charlene Kaufman, Extended Services and Cynthia York, Liberal Arts.

Ambassador Program Report

René Koressel has taken over the Ambassador Program. Debbie Clark, after many years of service, has been promoted to an administrative position at USI.

Web Committee Report

Two members of the employee relations committee volunteered on July 31 at the Staff Council Retreat to design an updated Staff Council webpage. In February, a third Staff Council member volunteered to assist the web committee. Progress included:

- Contacting Tim Lockridge, regarding the current location of the Staff Council webpage (a subfolder of News & Information) and moving/creating a Staff Council folder as a separate entity or a “root folder” to show in the USI web with the web address: www.usi.edu/StaffCouncil instead of <http://www.usi.edu/newsinfo/staff%20council/>
- Informing Tim Lockridge which USI personnel should have web access rights to the new Staff Council website
- Spoke with Rose Scruggs regarding new Staff Council website and maintenance of updated web pages
- Contacting Ed Sharf, USI Web Services, regarding creation of new website using updated USI design template, as well as image layout and new graphic design representative of Staff Council
- Contacting Carol Schmitt regarding the “contact” link and page on the main Council webpage
- Presenting different stages of the creation of Staff Council webpage, graphic, links, photos to Staff Council during regular meetings
- Creation of website pages for minutes, agendas and information pages to new website (ongoing)

Currently, another member of the web committee is creating a graphic layout of the new Adopt-A-Spot location for future reference use by the USI grounds crew as well as future Staff Council members.

CONCLUSION: The web committee work will be an ongoing process with migration of old website to new site location, as well as addition of photos and graphics.

Other Events

Staff members again helped with the annual Wellness Fair and collected food throughout the year for Archibald Eagles’ Food Closet. We had current and past members on a number of special committees:

- Traffic Appeals (Brian Brown)
- Substance Abuse (René Koressel)
- Safety (Dave O’Grady)
- Smoking (Dave O’Grady)
- Wellness (Kristin Lewis)
- Benefits (Debbie Clark)
- Presidential Search (Dave O’Grady)

Chair’s Report

This was my first time as chair, and I worked on preserving the wonderful reputation Staff Council has built at USI. My first official duty was to introduce the Staff Council members at the Support Staff Fall meeting. It was my privilege to present along with Chris Jines, last year’s Staff Council Chair, the newly developed Support Staff Employee Recognition Award to Kim Schauss at the Employee Recognition Luncheon. USI had elected two new Board of Trustees members, and I was given the opportunity to explain to the new members how Staff Council benefited the University. Although no staff members were recognized at Founder’s Day, I was asked to present the closing remarks at the event. Dave O’Grady and I had the honor to attend the first Staff Council Round Table hosted by Indiana State University in Terre Haute. At this meeting, Dave and I spoke to representatives from Ball State, Butler, IUPUI, and Eastern Illinois University about their programs. We also had the opportunity to ask the

representatives whether they had a police force or a security force on their campuses and how it was working for them.

Staff Council presented three memorial resolutions this year for deceased employees Alice Mayer, Rosemary (Niedermeier) Oberhausen, and Gina Walker.

CONCLUSION

Thank you for the opportunity to serve as the Staff Council Chair. Staff Council continues to fulfill the mission in supporting the university by encouraging the enhancement of the work environment and work life of employees. I would recommend that Staff Council review the bylaws and discuss the possibilities of changing the terms for the Officers so there is more consistency in leadership for Staff Council.

Respectfully submitted,

Angela Torres, Chair