

University of Southern Indiana Administrative Senate Agenda
Wednesday, October 4, 2023 | 3 p.m. UC 2206

I. Welcome and Call to Order: The meeting was called to order at 3:03 pm.

II. Roll Call

Present: Taylor Gogel (Chair), Steven Stump (Past Chair), Tricia Tieken (Vice-Chair), Carissa Prince (Secretary/Treasurer), Steven Bridges (Liaison), and Kindra Strupp (Guest Speaker)

Tami Jaramillo Zuniga, Ryan Kaczmariski, Chelsea Nall, Kathy Oeth, Jennifer Her.2 (ife)-3 (r 3 2.141 0 Td(S)-9.3 (pe)-1 (c

panies to show a demand for USI

k all over campus, the 30-second spot

ng: kiwibots introduced
meeting
discuss athletic fee policy

Sept 25th - had lunch with governance chairs and President Rochon

Hosting Town Hall event: organized around themes (NCAA athletics transition, Admissions recruitment initiatives) questions will be fielded

Two-hour lunch endorsement to take with the Fall Fest week

Dr. Barbara Johnson: guest from Talladega College: pleased to know we are unique and one of the few colleges that have councils to represent all three groups (faculty, administration, and support staff)

Parchment service: no longer having 8 weeks turn around, more of a digital aspect for a print of degrees, transcript services used with Parchment already

Important dates: Oct 9th and 10th, Thanksgiving Break 22-26, Mayoral Debate Oct 18th

Vice-Chair (Tieken)

no info. BPC 1057 (a) 2011 (c) 3 (d) 3 (1) 2 (8.05) 0.5 3 2 (92) 63 (2) 2 (5) 18 (a) 3.2 (e) 30 10.90 6 Tw28 BDC 66225.2

Liaisons

Steve Bridges

The president's cabinet had feedback for fee waivers for Retirement and Bereavement policies, gathering that feedback

The review of the athletic fee policy proposal started

President's Council: Steve Bequette came to talk about the RAVE Guardian- app and set button on phone, the removal of blue phones, hard to find replacement parts for the poles, don't want people to run to a central location, false sense of safety when pressing button, a phone has location services

Retirement policy: 2 weeks-notice not included, looking to add this for the policy

Drug Testing Policy: ability to test these individuals if suspected, policy coming, not random drug screening, only for reasonable suspicion

Taylor: Don't forget to register for text messages for Rave alert

VI. Unfinished Business

Ongoing Projects

Alternate Remote Work Approval Process: ongoing for feedback if any is heard

Retirement Benefits Discussion: Laurie updated

Bereavement Policy Revision: Steve Bridges updated, hoping for a final answer soon

Administrator Award: Jenny and Steven agreed to get together at supplemental for templates or samples to compare and decide on a format to use

VII. Tabled Projects

Sick Bank Policy

IFC - Student Pay Rates (with other governance groups): Taylor talked to Dr. Mara on Monday, Steven going to reconvene this group

VIII. New Business

IFC – Dental Insurance Implant Coverage: The constituent submitted this IFC as they found out that their daughter at 22 needs an implant and that insurance won't cover it, the same quote from another dentist and recommended implant needed for good oral health

Exec: met to discuss and Sarah Will has this IFC to consider in the future, Admin Senate will get in touch to discuss this with the employee

IFC – Paid Time Off for Birthdays: Current USI policy there are no paid-off birthdays

proposing a paid day off to be taken off on their birthday off

last working day before or after, no carry-over proposed

need to check with Pam and see if a floating holiday was added last year when an IFC over Good Friday was submitted

Steven: the first step is to follow up with Pam and then collect data on if any offices are short-staffed

IX. Discussion

Steve B: encourage you to

Committee Goals

Employee Events

1. Increase employee engagement at events by 100%
2. Increase variety of events
3. Partner with other areas on campus
4. Get feedback from employees on what types of events they would like to attend

Employee Outreach

1. Volunteer Pilot Program – revisit and launch
2. Onboarding experience (with Prof Dev Comm?) - information, swag
3. Archie's Flight Map – steps around campus
4. New Employee Buddy (phone call / physical welcome / email)

Employee Relations & Benefits

1. Travel per diem – bring USI up to a reasonable level to cover the cost of meals
2. Sick Leave Bank – would like to make it more of a “multipurpose leave” bank
3. Examine the bus transportation situation (many employees need a ride to work)
4. Extending the vw2r48 (ev)8.4 title