

Minutes
University of Southern Indiana
Administrative Senate
Wednesday, December 6, 2017
3 p.m.
UC 2206

CALL TO ORDER: The meeting was called to order at 3:01 p.m.

ROLL CALL

PRESENT: Andrea Gentry, Chair; Ingrid Lindy, Vice Chair; Larry Back, Past Chair; Jaclyn Dumond, Secretary/Treasurer; Caylin Blockley; Jacob Hansen; Erica Hooker; Maggie Hurm; Angel Nelson; Britney Orth; Steve Bridges

ABSENT: Teresa Grisham; Jeanne McAlister; Tricia Tieken; Ashley Watson; Katherine Draughon;

GUESTS: Dr. Tom Longwell, Director, Counseling Center

APPROVAL OF MINUTES: November 1 minutes unable to be voted upon as there was not a quorum.

GUEST SPEAKER

Dr. Tom Longwell is director of the USI Counseling Center. Dr. Longwell shared statistics about usage of the Counseling Center, which focuses primarily on individual and group counseling for USI students. In 2016-17, 517 students were served, which was an increase of 56% in the past two years. The counselors provided over 2700 hours of counseling. A secondary focus of the Counseling Center is on outreach events, increasing mental health awareness across the campus, educating students on preventive measures, and bringing stress-relief through the Paws and Play program during finals. Since 47% of all individuals will have a mental health diagnosis at some point in their lives, the Counseling Center wants students to know who they are, where to find them and the services they provide. Demand during fall 2017 was double the capacity of the Counseling Center, even if a vacant counseling position had been filled. The majority of the semester, students had a three-week wait to be seen. However, students in crisis are seen immediately. When asked why the demand was so high this fall, Dr. Longwell stated this was a trend his colleagues were seeing nationally as well. The counseling center could also be reaping the benefits of the outreach programming and a very engaged Care Team. Currently the Counseling Center has 5.4 FTEs; this ratio of approximately 1 counselor to 1900 students is marginally better than the national average. The recommendation for a campus, which can have many complex factors, is 1:1,000-1,500. While counseling is not offered to faculty or staff, unless the individual is in a crisis situation, the counselors will refer employees to appropriate resources in the community, including the Deaconess CONCERN program. Faculty and staff often do reach out to the Counseling Center to learn how to help particular students.

REPORTS FROM OFFICERS

Chair: Andrea Gentry

The Executive Committee of Administrative Senate met on November 6. One item for consideration reviewed for the second time involved free or discounted athletic tickets for guests of University employees. When this item was first reviewed the Executive Committee determined input from the entire Senate was needed before further review occurred. The item was introduced to you at the

November meeting and based on the feedback the Executive Committee advanced the item to the Employee Outreach Committee for further review.

The Executive Committee also discussed possible events for administrators. Details of our conversation were shared with the chair of the Employee Events Committee.

A member of Staff Council contacted the chair of Faculty Senate and me regarding the donation of sick time to other employees. This will be discussed at the upcoming Executive Committee meeting.

I will be meeting with the chairs of Faculty Senate and Staff Council next week to discuss the joint budget presentation among our groups. In preparation for this meeting, I requested information regarding the support staff compensation study. The budget discussion also will be a component of the Executive Committee meeting.

On November 7 I attended a Master Plan meeting. Due to the date of this meeting, information from it was not shared in my November report. A topic that generated a lot of discussion was parking. Suggestions were made to rethink and structure parking on campus (designated faculty sections, designated student sections, etc.).

I attended the President's Council meetings on November 28 and December 5. President's Council did not meet on other dates during this time period.

- Andy Wright reported enrollment is up 3.5 percent for Spring 2018.
- Cindy Brinker reported the legislative session will begin on January 3 and end on March 14. This is not a budget session.
- Steve Bridges reported the University received an "A" for the Standard & Poor's rating. He also reported a successful candidate for the Director of Public Safety search should be announced by the end of the calendar year.
- President Bennett reported 40 faculty members have signed on to do research for the signature initiative – purposeful studies in community health centers.

Vice Chair: Ingrid Lindy

Ingrid has sought a sample after which Administrative Senate can model its own Item for Consideration log. She also mapped out the workflow and approval process for newly received Items for Consideration. After review by the Executive Committee, it will be shared with the Senate.

Past Chair: Larry Back

Secretary/Treasurer: Jaclyn Dumond

Current balance for Administrative Senate is \$1,173.25.

REPORTS FROM STANDING COMMITTEES

Employee Benefits – Read by Ingrid Lindy

CURRENT CHARGES:

Sick Time Conversion to PTO: Committee members are compiling additional information for inclusion in the recommendation to Administrative Senate.

Reduce the restriction for guests to be accompanied by the employee at all times while in the Recreation and Fitness Center: Dave Enzler will be asked to attend a future committee meeting and discuss this charge.

Employee Events – Ashley Watson, Chair

All items reported under Old and New Business.

Employee Outreach – Caylin Blockley, Chair

The committee researched the item for consideration that requested employees be able to purchase/access multiple athletic tickets at a reduced cost. Per the Business Office, this would be a tax benefit issue for employees; the committee will not be moving forward with this item. Of note, Athletics is looking for ways to promote games to employees.

Nominations and Elections – Larry Back, Chair

Committee will get started after winter recess.

Professional Development – Tricia Tieken (absent; nothing to report)

Liaisons

Steve Bridges shared that effective January 9, Steve Bequette would be the new Director of Public Safety.

Unfinished Business

- A. Andrea read the Events Committee report on networking ideas; further discussion ensued. The Executive Committee will connect with the Events Committee on next steps.

New Business

- A. Caylin presented the discussion so far in the Employee Outreach committee regarding a Volunteer Day which would allow employees to volunteer for a half or whole day without need to use vacation time. The Senators provided feedback on using the honor system, supervisor approval, creating a list of approved volunteer organizations/events and the existence of inconsistent volunteerism policies across campus. The feedback will be used by the committee to create the draft of a proposal.
- B. Monthly Campus Events Report – deferred until January
- C. SharePoint Demonstration – Jaclyn showed the new Admin Senate SharePoint site which allows Senators and committees to share and create files within their groups.

ANNOUNCEMENTS:

The next meeting is Wednesday, January 3 from 3-4:30 p.m. in UCE 2206.

ADJOURNMENT:

Meeting was adjourned at 4:18 p.m.