University of Southern Indiana Administrative Senate Minutes Wednesday, April 5, 2023 I 3 p.m. BE 3024

- I. Welcome and Call to Order: The meeting was called to order at 3:05 p.m.
- II. Roll Call

Present: Steven Stump (Chair), Jake Hansen (Past Chair), and Tricia Tieken (Secretary/Treasurer) Erin Altman, Andrea Daub, Jennifer Hertel, Lee Keitel, Kathy Oeth, Carissa Prince, Aaron Pryor, and Laurel Wilson

Absent: Steve Bridges (Liaison), Taylor Gogel (Vice-Chair), Trista Lutgring, and Robert Threet

- III. Approval of Minutes March 1, 2023 meeting

 Motion made by Andrea Daub to approve the March 2023 minutes. Laurel Wilson 2nd. Motion passed.
- IV. Reports of Officers & Standing Committees
 - a. Officers
 - i. Chair (Stump) See Appendix A for notes.
 - ii. Vice-Chair (Gogel)

- v. Professional Development Lee Keitel, Chair/ Aaron Pryor, Co-Chair The committee met on March 14. The primary agenda was planning the first regular professional development day. The committee originally settled on April 5th, but after further discussion, the date was changed to April 19th. The two presenters will be Brandi Hess with an 11 am session on Umbraco with a faculty focus and another session at 1 pm with a general focus. Shannon Hoehn will hold an open forum at 9 am to discuss productivity tools such as Zoom, Blackboard, etc. We sent an announcement to Marketing for US Today and will make another announcement soon.
- c. Ad Hoc Committees
 - i. Bereavement Policy Revision Vote
 - Sick Bank Policy
 - Motion made by Lee Keitel to approve. Kathy Oeth 2nd. Motion passed.
- d. Liaisons
 - i. Steve Bridges No Report (Absent)

V. Unfinished Business

- a. Ongoing Projects
 - i. Feedback on Alternative Work Arrangements No new feedback.
 - ii. IFC Fee waiver for athletics fees for employees (collaborating with other governance groups) See Appendix Cfor notes.
 - iii. IFC Student pay rates (collaborating with other governance groups)

 No movement on this IFC yet due to the IFC for Athletics Fees being more of the focus. I (Steven Stump) do have some preliminary data from HR on student pay rates and I'm going to try to convene that group soon to have some discussion around that, but nothing answered yet. I'll keep everybody posted.
 - iv. IFC Tuition benefit The edits that we discussed in the last meeting have been made. So, we're ready to move that on for Vice President Bridges to review.
- b. Tabled Projects
 - i. N/A

VI. New Business

a. Nominations and Elections committee No report. Discussed in sections IV.a.iii. and IV.b.iv.

VII. Announcements

- a. Supplemental meeting is scheduled for April 19, 2023
- b. There are many jobs open and posted on the HR website, please help share these opportunities with friends and family.

VIII. Adjournment

4:05 p.m. was meeting adjourned.

The next Administrative Senate Meeting is May 3, 2023 in UC 2206

Appendix A Chair Notes

Bereavement Leave Ad-Hoc Committee (3/8/23) 2:00 PM

Met to share policies from other institutions and refine the language in our proposed policy changes.

Equity, Diversity & Inclusion Council (3/13/23) 9:00 AM

Invited to interview the candidates for Chief Data Officer on 2/13 and 2/20.

Executive Committee (3/13/23) 1:30 PM

Met to discuss the agenda for the 3/15 Supplemental Meeting canceled due to a lack of agenda items

Meeting with Brad Will and Kendra Groeninger (3/20/23) 10:00 AM

Governance chairs met with Internal Audit to discuss any pertinent operational risks and challenges.

HLC Quality Initiative Steering Committee meeting (3/21/23 and 4/4/23) 2:45 PM

Mapped an approach to brainstorm and select appropriate topics for the Quality Initiative. Created and edited a list of potential topics on March 21 to present to upper leadership; provided more details to each topic on April 4.

Executive Committee (4/3/23) 1:30 PM

Met to discuss the agenda for the 4/5 Regular Meeting

Athletic Fee Waiver

Met with Sarah Will (3/17) to get fee waiver data from HR, met with Jamie Curry and Sally Vogl-Bauer (3/24) to discuss a joint effort from the governance groups. A document has been drafted to capture the

Appendix C IFC Fee Waiver for Athletics Fees for Everyone

All three governance groups (Faculty Senate, Admin Senate, and Staff Council), which includes Sally Vogl-Bauer, me (Steve Stump), and Jamie Ourry have been discussing this topic. We did have a meeting with Sarah Will and Wendy Seitz from HR a couple of weeks ago and that was mainly for HR to share with us data that Wendy compiled on the tuition waiver. So, it's very good. It goes back about six years or so, and it gives us both undergraduate and graduate. We have a number of employees that have utilized taking classes and have been able to benefit from a tuition waiver number for employees, their spouses, and their dependents. We also get the number of credit hours for which the tuition was waived, as well as the dollar amount that translates to.

Very, very beneficial information, because that's been my question ever since we got the original IFC, is that we're going to go to administration and ask that something be done about this. We need to know how much money we're talking about. It's one thing to say this fee is only going to generate \$1000. Can we just let it go? But if the fee is generating \$100,000, then that's a very different conversation, right? I can share that. As of the last academic year, the number of employees that took classes and received a tuition waiver was 316.

So, if we sit there and it can be one class, it could be four or five classes. If that was the number of employees. So, if you take that time to \$60.00 athletic fee, we don't have this year's numbers finished yet. But assuming it's the same number, then you're looking at roughly \$19,000 that the university has gained by charging that \$60.00 athletic fee to those employees, not to mention independence. So, it's roughly a \$20,000 price tag as it stands right now. And that helps inform how we want to structure a conversation going forward. The chances of them agreeing to just let it go were probably fairly slim, especially when you consider that as that fee increases over the next several years, that \$20,000 gets bigger and bigger to where it's going to be even less appealing for them to do away with it altogether.

So, Sally and Jamie, and I had some conversations looking at this. Sally, in particular, has proposed the angle that if you consider the fact that right now if you're taking just one, three-credit hour course and you charge that \$60.00 athletic fee, the athletics fees are roughly like 7% of the tuition cost. You know basically \$843.00 for a three-credit hour course. So, okay