Professional Council Minutes
Sept. 14, 2007
9 AM
HY 225

Attendance: Chris Carter, Maribeth Yoder, Angela Belcher, Jerri Liebert, Matt Dilworth, Hali Cartee, Brett Crowley, Molly Vanderpool, Dianne Chandler, Diana Uhlman

Greetings from the President – Chris: Professional Council listserve has been updated Ea-professionalstaff-l@indiana.edu if you want to communicate with the entire professional council you can use this email address. You can also visit our website and see the dates of the 07-08 meetings. All meetings that are not a pitch-in will be held in the DAR and the pitch-ins will be in HY 280. If any of these meetings conflict with the Chancellor Chats we will consider adjusting them appropriately.

Campus Communication – Everyone:

Dianne: CSI 2004 will be wrapping up soon and letters should be sent out on Sept. 20th telling you which family and salary schedule your job will be placed. Open meetings regarding the CSI will be held on Friday, Sept. 28th at 10 am in the DAR; Mon. Oct. 1st at 1:30 in the CR; & Oct. 10th in the DAR. Info can be found on the HR page on the web. There are 7 positions that will have a salary adjustment.
There are also going to be Training for Supervisors held on 20th at 1:30 regarding EEO & ADA. Another session will be on the 21st at 9 am on avoiding harassment in the workplace.
Open Enrollment is approaching. Not quite sure of all the changes, but please examine your insurance portion. Do know that the M plan will be closing their doors, but this may not affect that many IU East employees.
Please take a look at their event page on the web as well as their holiday schedule.

Diana: TLC is working on any/all Oncourse issues that may be affecting students.

Maribeth: Things went pretty smoothly for fall. Tues. there will be a scholarship luncheon in which donors & recipients can meet.

Angela: Working on the Student Profile for fall. Happy to report that the numbers are up. Working on enrollment verifications. We have a new employee that starts on Mon. Sept. 17th, Mandy Hoadley. YEAH!!

Jerri: 9 new SI leaders. Visiting sessions to make sure that things are going well.

Chris: Todd is the Interim Director of IT. Zach & Aaron are part of marketing located in HY 105. Help desk closes @ 7 pm. Office 03 to Office 07 compatibility patch should be on all office computers.

Mary: All training went well. There SI theme is "Step It Up." They are experiencing an increase in traffic.

Matt: Library has been reorganized. Mary Anne Morse is the director. They are looking at a new focus for the library and are trying to identify & streamline their services. Creating a library page which will appear on all of the student's oncourse pages.

Brett: Thank you to all that helped make New Student Orientation (NSO) such a success. Currently scheduling visits with area High Schools.

Molly: We did well. We are up and leading all IU campuses in the % of increase in credit hours. Something new this semester will be Fantastic Fridays & Experience IU East. Check out their website http://www.iue.edu/administration/admissions/ Guidance breakfast will be the 2nd week of Nov. College for a day will begin Tues. Sept. 18, the 8th graders will be visiting IU East, Purdue, Ivy Tech, Earlham. Please make them welcome. Admissions is looking for 6 great students to be ambassadors for the campus. They will be given one 3 credit hour class as payment for their hard work. They would be required to work at least 4-6 hours. If you know anyone that has great writing & speaking skills please encourage them to apply.

Hali: Working on a # of projects. If you need new IU letterhead, envelopes, etc please go through IU printing services.

Other business – A vote was taken and passed unanimously that a $5 annual fee should be collected at the beginning of the fall semester so that we can have a fund to be able to send flowers, cards etc. The collection of this fee will begin soon.

Adjourn – Meeting was officially adjourned at 10:10 a.m.

Respectfully submitted Angela Belcher, secretary