Professional Staff Council
Meeting Minutes
October 13, 2014

Welcome/Roll Call


Committee Reports and Updates: No reports, due to visitors at meeting

- Campus Engagement Committee
- Professional Development Committee
- Administrative Policy Committee

Council President’s Update: No reports, due to visitors at meeting

Old Business: No reports, due to visitors at meeting

- PSC Web Page
- Constitution Revisions

New Business:

- Presentation by Metro United Way RE: Fall Fundraising Campaign
  - Why give, who benefits, how to give
  - Matching Grant for gifts over $100 – can be split out over multiple pay periods
  - Joe Wert and Peter Riefstahl are organizing giving this year

- Meeting with Ray Klein, Director of Human Resources
  - Exit Interviews: Have no current “form” or practice related to exit interviews, although we have started them informally
    - Informal questions center primarily around whether or not the employee is leaving due to IU Southeast practices or policies and what, if anything, could have been done to keep the employee
    - If this group is interested in – as is the Chancellor – then a formal process can be put into place
    - Committee expressed concern over the number of employees exiting over the course of the last year, which is not in keeping with the “norm” of IU Southeast
  - Salary concern RE: Southeast is compared to other regional campuses, rather than the greater Louisville market, which is our competition and our geographical area
    - R. Klein is hoping to advocate for this
    - R. Klein also encourages us to consider the benefits at IU Southeast, which are very good
      - Council members would like to see a side-by-side comparison of benefits with University of Louisville and other area schools
      - Career ladders are of particular interest to several groups, especially academic advisors, who are required to have a Master’s degree but are
paid similar to other positions that require an Associate’s or Bachelor’s degree

- Council Concern: Process of pay raises and merit pay is not transparent and does not seem fair in terms of comparing employees who have been here for several years to those who have been here less than a year
  - Consistency would be appreciated
  - Transparency would be appreciated
    - R. Klein noted that if any employee wants to discuss how or why a position is classified or how/why a raise was or was not granted, HR is available for those conversations
    - All employees are also welcome to discuss re-classification with their supervisor and HR will assist where possible
      - It should be noted that HR does not control pay, so they alone cannot change pay rates or classifications
      - In his short time here, R. Klein has helped with four re-classifications, so it can and does happen
      - Note that re-classification involves increasing job responsibilities, and not all positions can be re-classified, particularly in the hourly positions, as once a position is re-classified, it will stay that way.
        - Sometimes, the employee outgrows the job, and the employee needs to apply for a higher-level position, rather than re-classify the job
        - This is often the case when an employee earns a degree, for example
  - Morale has been a concern in the past year or two, but Council members noted it definitely seems to be trending up, particularly in light of willingness to listen on the part of those in positions of leadership such as Human Resources