

Support Staff Council Minutes

December 16, 2021 2:00 pm

Location: By Zoom

Officers:

Tracy Henry, President, Provost Office
Roxanne Kitzman, Vice President- Technology
Renee Leydet, Treasurer- Provost Office
Rachel McCullough, Secretary- AVP/Dean's Office- Jasper

Dr. Chuck Johnson, President
Dr. Laura Treanor, Provost

Penny Kirk- Faculty Senate Liaison
Hannah Kissel-HSHP
Sarah Mayhall- SEM
Becca Sinclair- Humanities/ Social Science/ Nursing- Jasper
Ashley Tewell- President's Office
Ruth Vandermark-Project Excel
Kathy Williams- Curriculum and Instruction
Robin Wyatt-Early College Site Coordinator at Area 30
Barbara Vance- College of Technology

Attendees:

Kendra Copley- Front Office- Jasper
Erica Heath- Intern Plus
Nancy Irwin- President's Office
Rowena Jubay- Project Excel

Guest Speakers:

Mike Gerhrich, Aviation Technology Center
Kenlee Rumer, IT

Call to Order

SSC President Henry called the meeting to order around 2:00 pm and was conducted by Zoom.

University President's Report

- Dr. Johnson said everyone is looking forward to the Winter break to replenish themselves.
- The pandemic is still the main concern for Spring semester. He encourages everyone to get their booster shot. The current Mask Policy is still in effect for Spring. Hopefully later in the semester it can be revisited and lessened. Thank you to everyone for what has been done to make it through the Fall semester.
- Enrollment is the number one focus for the university. Indiana colleges and 2-year Universities have seen lower enrollment. Exciting programs are in the pipeline that will hopefully draw students.
- Welsh Administration will be renovated, offices are now being relocated on Campus.
- The DEI council has four activities coming up sponsored by the sub-committees
 - Focus on faculty and staff diversity
 - Student achievement gap
 - Diverse student recruitment initiatives
 - Student learning and curriculum initiatives for students to live and work in a diverse world.
- HLC has made visits to multi locations in the University Family to verify all areas are connected in what they are doing. So far it looks positive.

University Provost's Report

- Dr. Treanor stated CircleIn has shared outstanding data at the end of the semester VU had a 35% adoption rate which is over the average of 25%.
- A dual credit action team has been set up to look over policies, outcomes and procedures. They will make recommendations to improve the program.
- A Simple syllabus pilot is being conducted in the Dual Credit courses. Complete and full-scale University implantation should be completed by Fall 2022.
- The professional development calendar has been sent out to employees.
- The Leadership Lunch and Learns will be returning in 2022.

- Dr. Treanor wished us all the best for the holiday.

Approval of Minutes Report

The November meeting minutes were unanimously approved.

Approval of Treasure Report

There was no Treasure report.

Aviation Technology Center Presentation- Michael Gehrich

- Michael Gehrich gave a powerpoint presentation on the 90,000 square foot Aviation Technology Center located at the Indianapolis Airport. They have hangars, a 100 seat auditorium, classrooms and labs. The ATC not only houses aviation programs but also Early Education Dean Offices and the FAME coordinator and office.
- Also, at the center is the Director of Aviation, Chief Flight Instructor, Assistant Flight Instructors, FAA Designated Mechanic Examiners, Full-time and Part-time Faculty and staff.
- The Aviation Flight program has trainer aircrafts with a parachute for the entire plane. 7770 hours of flight time was logged last year. There are two varieties of flight simulators located there too.
- Aviation Maintenance- students learn 46 different subjects including piston engines, turbine engines, electronics, hydraulics, sheet metal, and propellers.
- Over 100 FAA certificates were issued last year to students.
- The ATC is the only school in the country that has a full-functioning airliner underroof. They also have a gulf stream corporate jet that was donated.

New IT ticket system Kenlee Rumer (IT)

Kenlee Rumer of the Information Technology department demonstrated how to submit a work order ticket. This system is new and can be accessed by going to Help on MyVU.

Committee Reports:

Faculty Senate- Kathy Williams

HLC has been visiting sites, a TAPS survey was sent out and they are voting on the Membership Bylaws

Professional Staff Congress- Tracy Henry

Tracy Henry filled in for Rachel McCullough for the December meeting. She reported that the PSC food drive was successful and that professional development was given by Kathy Evans of the Counseling Center.

Faculty Senate Rep- Penny Kirk

There is a new Graphic Production certificate that has gone through CAAC.

President's Advisory- Roxie Kitman and Ashley Tewell

The committee will be discussing the following topics in their next 4 meetings:

- Streamlining forms and process for students
- Increasing communications with students.
- Revamping MyVU
- Fundraising and alumni relations

Old Business/New Business

Officers and Becca Sinclair will be meeting at the first of the year to discuss fundraising.

Still accepting updated job descriptions. Please send to Roxie at rkitzman@vinu.edu and Jasper campus job descriptions should go to Becca at rsinclair@vinu.edu.

President Henry sent out a call for professional development ideas for 2022. Just send your suggestions to any of the officers.

Next Meeting

Next Support Staff Council meeting will be held January 20th at 2:00 pm and will be at the Student Recreation Center. Room to be announced.

Meeting was adjourned since there were no further questions or comments.

Submitted: Rachel McCullough, Recorder, Support Staff Council