

Inventory: Human Resources Collection

Box	Folder	Title
1	1	Book, Indiana University Financial Report For the Year Ended June 30, 1979.
1	2	Policy Manual, Indiana University Personnel Policy for Clerical / Technical Staff employees (CL / TE), Personnel Division, July 1986
1	3	Booklet, Personnel Policies for Professional & Clerical Staff, September, 1991.
1	4	Email, Allocations and Expenditures for Special Accounts, December 6, 1991.
1	5	Pamphlet, IUSB MAXIM Employee Assistance Program, n.d.
1	6	Indiana University South Bend Employee Monthly Health Care Contribution Rates, 1993.
1	7	Institutional Financial Policies, 1993.
1	8	Interdepartmental Communication, Training Program Offerings, April 25, 1994.
1	9	Memorandum, Plan Enhancements, May 27, 1994.
1	10	Folder, Open Enrollment 1995 Benefits Enrollment Opportunities for Full Time Employees Deadline November 30, November 1, 1994.
1	11	Memos, Mailings, Etc., circa 1994.
1	12	Position Available Post, Administrative Assistant to the Chancellor, April 18, 1995.
1	13	Memorandum, Holiday Schedule & Martin Luther King Holiday, February 20 & March 20, 1997.
1	14	Memorandum, Pre - Retirement / Financial Planning Workshops, February 26, 1998.
1	15	Memorandum, Persuasive Writing, April 22, 1998.
1	16	Chancellor's Search Committee: Foundation for the Future: Preparing for New Leadership, October 2001.
1	17	Webpage Document, Payroll Policies and Processes, 2002.
1	18	Interdepartmental Communication, Developing an Office Procedures Manual, March 31, 2002.
1	19	Multiple Media, United Way Information 2002 - 2006.
1	20	Mail Packet, The Informed Employee: The Latest Work - Life Information at Indiana University, 2003.
1	21	Memorandum, IUSB Holiday Schedule 2004, January 7, 2004.
1	22	Memorandum, IU Fee Courtesy Plan, June 7, 2004.

1	23	Memorandum, 2006 Training Workshops - Fall Semester, July 21, 2006.
1	24	Announcement, Position Description for Director of General Studies, Winter 2006.
1	25	Policy Against Sexual Harassment 2006.
1	26	Memorandum, 2007 Training Workshops - Fall Semester, September 24, 2007.
1	27	Memorandum, 2008 Holiday Schedule, January 4, 2008.
1	28	Memorandum, 2008 Training Workshops - Spring Semester, January 28, 2008.
1	29	Student Services: Student Employment Application, n.d.
1	30	Partially - Paid Family Leave: Some Questions and Answers for IUSB Faculty, n.d.
1	31	Memorandum, New Responsibilities, n.d.
2	1	Salary Lists 1979 - 1990.
2	2	Salary Histories 1981 - 1982
2	3	Salary Lists for IUSB 1975 - 1980.
2	4	Indiana University South Bend 1984 - 1985 Operating Budget & Salary List.
2	5	Indiana University South Bend 1985 - 1986 Operating Budget Analysis & Salary List.
3	1	Memorandum & Bulletins, Staff Benefits, 1995 - 1997.
3	2	Report, State of the Campus Report, April 28, 1996.
3	3	Human Resources Special Supplement, October 11, 1996.
3	4	AD HOC Task Force to Assess the Campus Climate for Gender, 1996
3	5	Proposal Campus Priorities and Corresponding Strategic Initiatives, September 5, 1997.
3	6	Years of Service Steps in Target Salaries, September 9, 1997.
3	7	Memorandum, Stress Management Training, September 25, 1998.
3	8	Newsletter, Support Services Newsletter 2000 - 2001.
3	9	Memorandum, Professional Savvy: Maximizing Personal Power, Minimizing Sabotage, January 22, 2001.
3	10	Pamphlet, Human resource Management System, 2002.
3	11	Memorandum, 2002 - 2003 Training Workshops, September 10, 2002.
3	12	Email from John Hundley, PIQs, June 27, 2005.

- 3 13 Bulletin Board, Director of Human Resources Announced, September 27, 2007.
- 3 14 Memorandum, 2012 Holiday Schedule, January 3, 2012.
- 3 15 Bulletin Board, Health Insurance 2012, January 9, 2012.
- 3 16 Bulletin Board Post, Stress Management and Wellness Seminar, March 2, 2012.
- 3 17 Bulletin Board Post, Human Resources Office - Farewell for Ashley Mundy, April 9, 2012.
- 3 18 Bulletin Board Post, Stress management - Hear the Latest Research! , March 20, 2012.
- 3 19 Bulletin Board Post, HR Training Session - Working With and Calming Angry People, June 21, 2012.
- 3 20 Newsletter, Human Resources News, Volume 1 Issue 1, November 2012.
- 3 21 Memorandum, 2013 Holiday Schedule, December 5, 2012.
- 3 22 Newsletter, Human Resources News Volume 1 Issue 2, December 2012.
- 3 23 List of Academic Administrators 2012.
- 3 24 Newsletter, Human Resources News, Volume 2 Issue 1, January 2013.
- 3 25 Bulletin Board Post, WEAVEonline Introductory Training, January 31, 2013.
- 3 26 Bulletin Board Post, IU Wellness Committee - Naming Contest, February 22, 2013.
- 3 27 Newsletter, Human Resources News, Volume 2 Issue 2, February, 2013.
- 3 28 Bulletin Board Post, Classroom Technology in the Education and Arts Building, February 6, 2013.
- 3 29 Bulletin Board Post, Your Health Your Way - IU South Bend's Wellness Committee, March 25, 2013.
- 3 30 Newsletter, Human Resources News, Volume 2 Issue 3, March 2013.
- 3 31 Newsletter, Human Resources News, Volume 2 Issue 4, April, 2013.
- 3 32 Newsletter, Human Resources News, Volume 2 Issue 5, May 2013.
- 3 33 Newsletter, Human Resources News, Volume 2 Issue 5, June 2013.
- 3 34 Newsletter, Human Resources News, Volume 2 Issue 7, July 2013.
- 3 35 Newsletter, Human Resources News, Volume 2 Issue 8, August 2013.
- 3 36 Newsletter, Human Resources News, Volume 2 Issue 9, September, 2013.
- 3 37 Bulletin Board Post, Your Health Your Way Walking Group, October 3, 2013.
- 3 38 Newsletter, Human Resources News, Volume 2 Issue 10, October, 2013.
- 3 39 Bulletin Board Post, Financial Health, November 18, 2013.

3	40	Bulletin Board Post, Director of Human Resources Announcement, November 19, 2013.
3	41	Bulletin Board Post, Financial Health Survey Reminder, November 26, 2013.
3	42	Newsletter, Human Resources News, Volume 2 Issue 11, November 2013.
3	43	Newsletter, Human Resources News, Volume 2 Issue 12, December 2013.
3	44	Bulletin Board Post, Human Resources Office Changes, December 23, 2013.
3	45	Bulletin Board Post, GIS User Training, January 24, 2014.
3	46	Daily Titan, SHRM Student Chapter Receives Award, May 23, 2014.
3	47	Daily Titan, Pay Raise Announcement AFSCME, CWA, IATSE, June 24, 2014.
3	48	Newsletter, Human Resources News, Volume 3, Issue 7, September, 2014.
3	49	Newsletter, Human Resources News, Volume 3 Issue 1, January 2014.
3	50	Newsletter, Human Resources News, Volume 3 Issue 2, February, 2014.
3	51	Newsletter, Human Resources News, Volume 3 Issue 3, March 2014.
3	52	Newsletter, Human Resources News, Volume 3 Issue 5, May 2014.
3	53	Newsletter, Human Resources News, Volume 3, Issue 9, November 2014.
3	54	Newsletter, Human Resources News, Volume 3 Issue 10, December 2014.
3	55	Newsletter, Human Resources News, Volume 4 Issue 1, January 2015.
3	56	Newsletter, Human Resources News, Volume 4 Issue 2, February 2015.
3	57	Daily Titan, Documentary Viewing: The Human Family Tree, March 11, 2015.
3	58	Newsletter, Human Resources, Volume 4 Issue 3, March 2015.
3	59	Newsletter, Human Resources News, Volume 4 Issue 5, May 2015.
3	60	Unprocessed Paperwork
3	61	Unprocessed Paperwork
3	62	Catherine Duncan Memo: Use of Personal Affair Days, February 17, 1988

IU personnel division policies

1	1	Miscellaneous Items Fringe Benefits 1972 -
1	2	Booklets, Personnel Policies 1979, 1981, 1982 (Later Human Resources)
1	3	IU Healthcare Plan 1984
1	4	Grievance & Equity Review Policies 1985

1	5	Personnel Policies 1987
1	6	18 - 20 Plan Recommendations, 1987 - 1989.
1	7	Personnel Policies 1990
1	8	Patent Policies
1	9	Staff Handbooks 1993
1	10	Public Employees' Retirement Fund, Retirement Plan, PCI Healthcare Plan, Long Term Disability Plan
1	11	IUSB Faculty Salaries - History