

Experts Share Their Insights

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Jerry Lutkus
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Drawing the Line

Video Surveillance in the Workplace

The technology for surveillance and monitoring has vastly expanded employers' ability to keep tabs on employee activities. But how far should you – can you – go with video and camera surveillance?

Recent polls show that almost half of the companies surveyed use video monitoring, but only 7% reported using video surveillance to track employees' on-the-job performance. Video usage may be prevalent, but employers must be careful to follow the law. Although Indiana does not have a law that specifically prohibits video surveillance in the workplace, there are limits that have arisen under the common law.

Employees generally have some right not to have their privacy invaded, but this common law right ultimately turns on whether the employee is monitored in a place where they have a reasonable expectation of privacy. In 1987, the U.S. Supreme Court in *O'Connor v. Ortega* held that employees have a "lesser expectation of privacy" in the workplace than in their home. An expectation of privacy in the workplace can arise simply because certain areas might be considered private.

Read the full story at www.bizvoicemagazine.com on May 12



Indiana Grantmakers Alliance
Indianapolis

Writing an Effective Proposal

Helpful Hints from Indiana Grantmakers

So you want to get a grant. In these trying economic times, who couldn't use a little cash infusion? But before you start firing off requests for the big bucks, there are a few things you should know. Indiana Grantmakers Alliance (IGA), a membership organization serving the state's foundations and corporate giving programs, sat down with a representative sample of its members to get a feel for what separates the funded from the unfunded.

When writing a grant proposal, it's important to know as much about your potential grantor as possible. The *Directory of Indiana Grantmakers* is a great place to start your research. A foundation's tax return, known as an IRS Form 990 or 990-PF, is another great source of vital organizational information. In addition, grantmaker web sites, annual reports and media releases all serve as valuable tools when mining for funder matches.

Before you put pen to paper (or fingers to keyboard), you should know a grantmaker's: funding interests; funding region; types of support; typical grant size; and grant cycles.

Read the full story at www.bizvoicemagazine.com on May 18



Cindi Kiner, SPHR
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Exit Interviews

Doing Them Correctly; Making Them Useful

In the current economic climate, conducting exit interviews with departing employees may not seem to be a priority, but the data gathered now is just as relevant as at any other time. Although many employers choose to only collect exit data from employees who leave voluntarily, some useful information can come from employees who are being downsized or laid off. Carefully considering exit data and putting it to good use now can position an organization so that it is stronger when the economy rebounds.

Employers often assume that they know the reason an employee is leaving the company. They may assume an employee is leaving for a better opportunity, when the real reason is that the employee never felt like part of the team.

Employers generally think employees leave because of salary or benefits, but more often the reasons involve interpersonal relationships. The answers provided about an employee's experience with the company can be very surprising and revealing, and can provide an excellent opportunity for an organization to make needed changes.

Read the full story at www.bizvoicemagazine.com on May 22