

LSU | Staff Senate

STAFF SENATE MEETING MINUTES

August 9, 2017

President Michelle Lowery presided over the August 9, 2017, Staff Senate meeting held at the Capital Chamber Room (329) in the LSU Student Union at 10:30 a.m.

ATTENDANCE

SENATORS

Executive/Administrator/ Manager

P - Kucharchuk, Kayla ('18)
P - Millican, Tammy ('20)

Professional/Non-Faculty

P - Gomez, Jennifer ('18)
P - Green, Elizabeth ('18)
P - Henry, Jake ('18)
P - Lowery, Michelle ('18)
P - Ortiz, Shelly ('18)
P - Springstead, Jennifer ('18)
P - Villien, Douglas ('18)
P - Ethridge, Jade ('19)
P - Henry, Rachel ('19)
P - Heroman, Stephanie ('19)
P - Reonas, Barbara ('19)
P - Rios, Hector ('19)
P - Braud, Jennifer ('20)
P - Calderara, Derek ('20)
P - Clemmons, Jill ('20)
P - Hernandez, Kristen ('20)
P - Lemoine, Nathan ('20)
P - Padilla, Osmar ('20)
P - Stone, Megan ('20)

Service/Maintenance

P - Matkovic, Igor ('20)

Skilled Crafts

P - Adedeji, Funmilayo ('19)
P - Corbitt, Brent ('18)

Technical/Paraprofessional

P - Cherry, Aaron ('20)

Clerical/Secretarial

P - Salvadras, Amber ('18)
P - Arnold, Nancy ('19)
P - Thibodeaux, Ashley ('19)

A - Indicates Absent

P - Indicates Present

Pr - Indicates Proxy

GUESTS:

Hope Dawan, Psychological Services Center
Vice Provost Derek Rovaris, Office of Diversity
Roxane Berthelot, Campus Federal Credit Union
Brian Ainsworth, Campus Federal Credit Union

CALL TO ORDER

The meeting was called to order by President Michelle Lowery at 10:30 a.m.

ATTENDANCE

There was a quorum with no proxies noted. Due to this meeting being rescheduled from the regular meeting date, non-attendance will not count as an absence per LSU Staff Senate Bylaws, Article VI: A.5.

PLEDGE OF ALLEGIANCE

Senator Derek Calderara led the Pledge of Allegiance.

APPROVAL OF THE MINUTES – July 19, 2017, Staff Senate Meeting

A motion to accept the minutes was made by Secretary Nancy Arnold. The motion, seconded by Senator Jake Henry, carried.

GUEST SPEAKER – VICE PROVOST AND CHIEF DIVERSITY OFFICER DEREK ROVARIS

Rovaris thanked the Staff Senate for the invitation to speak and formally present on the Office for Diversity. The Office of Diversity central office is located in 135 Thomas Boyd Hall.

Units that report to the Office of Diversity are:

- The Office of Multicultural Affairs is located in 335 LSU Student Union
- The African American Cultural Center is located at 3 Union Square
- The Women's Center is located at 5 Union Square

The locations located in the Union Square have meeting space available to reserve if needed.

A lot of the programming for students is handled through the Office of Multicultural Affairs.

The student body is fairly diverse at LSU.

- 70% White
- 12% African American
- 6.1% Hispanic/Latino

In the last 4 years, there has been a 25% increase in students in those underrepresented populations.

At LSU, we have two phenomenal faculty members from these underrepresented populations who are:

- Dr. Isiah Warner who was named the 2016 SEC Professor of the year
- Dr. Gabriela Gonzalez is an Astronomer who will probably receive a noble prize in Science this upcoming year for verifying some of Einstein's theories years ago

An example of some of the programs and events through the Office of Diversity:

- BMLI – Black Male Leadership Initiative is designed for incoming male students to attend study halls and have a chance to be tutored
- President's Millennial Scholars Program is for first generation and low income students and is a new four year retention and professional preparation initiative designed to provide support for undergraduate students
- Harambee': A Coming Together program in the fall to get students excited
- Esprit de Femme is a celebration of women

Most of the programming is for students but there is some for faculty and staff such as Diversity Den which is an open house for all students, faculty and staff.

They sponsor Chat & Chew which is a monthly dialogue on diversity issues, where you can bring your lunch and be a part of the conversation.

They also have a Book Club where this year they are reading the Immortal Life of Henrietta Lacks which is a story about a woman who had cancer which spread throughout her body and her cells were harvested without her knowledge. Her cells were the first to be regenerated and have made billions of cells which have been used in science labs around the country. Yet she did not give authorization and received no compensation for the use of her cells. The succeeding generations of her family has been in poor health as well and there is a move to try provide some type of retroactive considerations for her family. It's a great story about medical ethics and diversity on how we've come a long way with people are treated.

Rovaris encouraged everyone to share that LSU is committed to diversity. It is one of LSU's four pillars in the Strategic Plan which will continue in the new strategic plan.

He opened the floor for questions.

Q: Is there a mailing list that employees can join?

A: Yes. Employees can also get involved monthly with the Diversity Action Team and the Association of College and Research Libraries' Diversity Alliance for diversity related jobs.

Q: What is NCBI?

A: The National Coalition Building Institute is a welcoming diversity workshop which consist of activities to:

- Celebrate their similarities and differences
- Recognize the misinformation they have learned about various groups, including their own

- Learn about and reevaluate personal attitudes and behaviors that are based on the impact of prejudice and discrimination
- Claim pride in their group identities
- Understand the personal impact of discrimination through the telling of stories
- Learn hands-on tools for dealing effectively with offensive remarks and behaviors

Q: Have the dates been announced for the next NCBI workshops?

A: Yes. It is posted on the Diversity website at www.lsu.edu/diversity

Q: Has the Office of Diversity received any questions about the Trump Administration's plan to investigate colleges about their admission policies?

A: Yes. They will be looking at admissions policies to see if there is any reverse discrimination. They will also be looking at the federal grant programs to check their validity.

Rovaris announced that the results from the Campus Climate Survey have been compiled and is being reviewed by upper administration before being released. He mentioned that 28% of employees filled out the survey which is great participation.

PRESIDENT'S REPORT

Lowery reported on the meetings she attended.

July 23, 2017 – Staff Senate Executive Committee Retreat. The agenda included:

- Personality Tests
- SWOT Analysis
- Goal Planning
 - Organizational Effectiveness
 - Member Engagement
 - Fundraising for the support fund account and scholarships
 - Track measure to support the strategic plan with numbers and photographs
 - Increase participation and awareness
 - Report at the Board of Supervisors meetings and invite them to events
 - Create an annual report by committee with numbers and photographs
- Constitution & Bylaws
 - Changes from last year
 - Committee Leadership
 - Committee Structure changes
- Partnerships & Appreciations
 - Guest Speakers – Thank you Card
 - Partners – Awards at the end of year
- Socials
 - Salt Grass Restaurant
 - Dairy Store
 - Lunch
 - Your Moms
 - Zippys

- Magnolia Room
- The 5/459 Commons

August 2, 2017 – Staff Senate Executive Committee Meeting. The agenda included:

- To review the Proposal for Committee Structure Changes and Constitution/Bylaw Changes

August 4, 2017 – Commencement

- 674 students graduated

STANDING COMMITTEES

No standing committee reports provided.

SPECIAL AD-HOC COMMITTEES

Holiday on Campus

A written report was included in the meeting packet which includes:

- The event is scheduled on November 28, 2017, from 6:00 – 8:00 p.m. in the LSU Student Union
- Senators were encouraged to solicit donations from area restaurants and businesses for door prizes
- President Lowery will ask the LSU President and LSU Alumni Association for their annual monetary donation for this event
- Some additional costume characters to add this year are being discussed
- 2 bags of candy will be needed from each Senator for the kid's goody bags

LIAISON COMMITTEES

No liaison committee reports provided.

OLD BUSINESS:

Vacant Liaison Assignments – OGB & University High Risk Travel

Staff Senate Liaison Representatives are still needed for:

- A primary representative for University High Risk Travel – Senator Ashley Thibodeaux has agreed to serve
- A primary representative for the Office of Group Benefits – a meeting is scheduled on August 10, 2017, at 10:00 a.m. for anyone interested in attending and reporting

Lowery mentioned that with some of these liaison appointments, you can always review their websites for their meeting minutes, news and any updates to share with the full Senate, if you are unable to attend the meetings.

The Communications Committee will meet 4 times this next year, every quarter to work on some big topics.

University-wide Protocol following the Death of a Staff Member

The Staff Benefits, Policies and Development Committee will be charged with drafting a resolution.

University-wide Policy for Breastfeeding Mothers

The Staff Benefits, Policies and Development Committee will be charged with drafting a resolution.

LSU Staff Football Tickets

There were 79 employees who submitted an interest to purchase football tickets for home games this year. Lowery has submitted the names to the LSU Athletic Ticket Office who will contact those interested for payment arrangements. This will be an annual partnership.

Student Move-In Day

Student Move In Day will be held on August 16, 2017. Staff Senators have been assigned to Broussard Hall. Lowery has been assigned as crew leader at that location. There have been about 650 people sign up as volunteers across campus.

Staff Senate Budget

Treasurer Jennifer Gomez reported for August 2017:

Bursar Account (Gift Fund) - \$147.22

LSU Foundation Accounts:

Fee Support Scholarship - \$14,391.77

Holiday on Campus Support Fund - \$141.99

Scholarship Award - \$3,993.09

Support Fund – \$-23.15

State Account (Operating Budget) \$5,831.81

Total Budget: \$24,482.73

A copy of the report was included in the August Meeting Packet.

Staff Senate Gift Fund

The guidelines were announced. Senators were encouraged to contribute \$10 to the LSU Staff Senate Gift Fund this year.

NEW BUSINESS:

Proposal for Committee Changes

The following changes are needed in order to streamline our approach to current issues and create more efficiency within the LSU Staff Senate.

Proposed Changes

- Merge the Budget and Finance Committee with the Governmental Relations Committee to become the “Finance and Governmental Relations Committee”
- Change the name of the Holiday on Campus Committee to the “Staff Appreciation Committee”
- Move the coordination of the Spring Staff Appreciation event from the Marketing Committee to the newly proposed Staff Appreciation Committee
- Add to the charge of the Marketing Committee to include developing content for a Staff Senate newsletter, social media posts, website updates and recognizing staff for their outstanding efforts at LSU
- Change the Ad Hoc Volunteer Committee to a University Liaison Assignment coordinated by one Staff Senator

The full Senate will receive a form to vote online through TigerLink.

Proposed Changes to the LSU Staff Senate Constitution

The changes recommended are attached as Appendix A. The full Senate will receive a form to vote online through TigerLink.

UREC Benefit for Full-Time Staff who are Part-Time Students

The Staff Senate is waiting on a response from University Recreation on what type of benefit can be offered to staff who are also part-time students since they do not pay the normal fees associated with a full time student status.

Charles E. Dunbar, Jr. Career Civil Service Award

Nominations are open for the Charles E. Dunbar, Jr. Career Civil Service Award, an annual state-wide award for civil service employees. The Dunbar Award is the highest honor a classified state employee can receive for their service to the citizens of Louisiana. Nominations are open until September 15, 2017, at:

<http://www.civilservice.louisiana.gov/StateEmployees/Dunbar/Default.aspx>

Give Back Nights

Kendra Scott Jewelry Give Back Night is scheduled on Thursday, November 2, 2017, from 5:00 – 7:00 p.m. to help raise funds for the Foundation Staff Senate General Support Fund. The Marketing Committee will be charged to help promote this event. There was a suggestion to have LSU staff members donate to the Staff Senate to help fund activities that are planned.

Other Suggestions for Give Back Nights are:

- Charming Charlies
- California Pizza Kitchen

- Amazon Smile

Future Guest Speakers

Suggestions for future meetings are:

- Brandon Smith - United Way – September 2017
- Dr. Randy Duran – Staff Award – September 2017
- Provost Rick Koubek - LSU Strategic Plan– October 2017
- UREC – Tour – Holiday Potluck – December 2017
- Dean of Students Mari Fuentes-Martin
- LSU Auxiliary Services – Partnerships and Services being offered
- Roger Husser - Campus Master Plan – Construction Projects on Campus

ANNOUNCEMENTS:

There will be a Union Building Meeting today at 2:00 p.m. in the Capital Chamber Room.

The new Prayer/Meditation Room will open in room 210 in the LSU Student Union on the first day of class on August 21, 2017.

The new Lactation Room will open in the LSU Student Union behind room 210 later this month.

The 5 & 459 Commons will offer \$6 Lunch for Faculty/Staff again for the Fall Semester.

Senator Jade Ethridge will be retiring in September 2017. She was presented with a gift from the LSU Staff Senate.

Staff Senator Birthdays

President Michelle Lowery announced that Senator Nathan Lemoine celebrated his birthday on August 4th, Senator Brent Corbitt will celebrate his birthday on August 13th and Senator Osmar Padilla will celebrate his birthday on August 18th. Happy Birthday!

MOTION TO ADJOURN – With there being no more business, Senator Brent Corbitt moved to adjourn. The motion, seconded by Treasurer Jennifer Gomez carried. The meeting adjourned after noon.

Nancy Arnold, Secretary

NA/mm