

LSU | Staff Senate

STAFF SENATE MEETING MINUTES December 20, 2017

President Michelle Lowery presided over the December 20, 2017, Staff Senate meeting held at University Recreation in the Meeting Room at 10:30 a.m.

ATTENDANCE

SENATORS

Executive/Administrator/ Manager

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

Professional/Non-Faculty

P - Green, Elizabeth ('18)
P - Henry, Jake ('18)
P - Lowery, Michelle ('18)
P - Nahmens, Lynn ('18)
P - Springstead, Jennifer ('18)
P - Villien, Douglas ('18)
A - Henry, Rachel ('19)
A - Levesque, Jonathan ('19)
Pr - Reonas, Barbara ('19)
Pr - Rios, Hector ('19)
P - Braud, Jennifer ('20)
A - Calderara, Derek ('20)
P - Clemmons, Jill ('20)
Pr - Hernandez, Kristen ('20)
P - Lemoine, Nathan ('20)
Pr - Padilla, Osmar ('20)
P - Stone, Megan ('20)

Service/Maintenance

A - Matkovic, Igor ('20)

Skilled Crafts

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

Technical/Paraprofessional

P - Cherry, Aaron ('20)

Clerical/Secretarial

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

A - Indicates Absent
P - Indicates Present
Pr - Indicates Proxy

GUESTS:

Ron Moreau, Campus Federal Credit Union
Casey Coughlin, Campus Federal Credit Union
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 six proxies noted.

PLEDGE OF ALLEGIANCE

Senator Jennifer Braud led the Pledge of Allegiance.

APPROVAL OF THE MINUTES – November 15, 2017, Staff Senate Meeting

A motion to accept the minutes was made by Senator Megan Stone. The motion, seconded by Past-President Douglas Villien, carried.

GUEST SPEAKER – RON MOREAU, CAMPUS FEDERAL CREDIT UNION

Ron Moreau thanked the Staff Senate for the invitation to speak regarding Campus Federal Credit Union.

- Campus Federal has been around LSU since 1934
- Campus Federal was founded by LSU Faculty and Staff Members
- Campus Federal is on Facebook and has a Community Board as well as a state of the art website and mobile application
- Campus Federal has helped sponsor around 144 events on campus in 2017
- Campus Federal has hosted around 154 Financial Education Presentations on campus in 2017
- Campus Federal has hosted an annual 18-week Financial Education program for Facility Service employees for the past 16 years
- Campus Federal have volunteered over 1000 hours of community service
- Campus Federal has also given over \$300,000 to LSU this past year
- Campus Federal's Annual Meeting is in March every year and will be held at Lod Cook Alumni Center – All members are invited to attend

Ron Moreau thanked everyone for their business and support over the years. He also provided novelty gift bags for the full Staff Senate.

He opened the floor for questions.

Q: Is Campus Federal Credit Union helping with the new Our Lady of the Lake Children's Hospital?

A: Yes, Campus Federal Employees raised over \$12,000 in 2017 for Our Lady of the Lake Children's Hospital.

Q: How does someone become an LSU Ambassador?

A: You have to be a Campus Federal Credit Union Member in good standing who has never caused them a loss and be willing to help them champion your department. A Business Development Manager is assigned to the Ambassador. Applications are taken once a year.

Q: With LSU's partnership with Our Lady of the Lake, has Campus Federal been able to do the same with their college?

A: Yes, we are working side-by-side with the Franciscan Missionaries of Our Lady University.

President Lowery thanked Ron Moreau for attending and sharing this information.

PRESIDENT'S REPORT

Lowery reported on the meetings she attended.

- November 16 – Staff Senate Marketing Committee
 - Brand Training was provided by Jewel Hampton with LSU Division of Strategic Communications
- November 30 – Commencement Volunteer Planning Meeting
 - Discussed what would be needed and how Staff Senate Volunteers would be involved
- December 1 – Administrative Process Improvement Committee
 - Discussed some Procurement process changes for guest performers with the School of Music
 - Discussed the lack of a campus map which would be different from the Parking map
 - Discussed the mutual respect issue
 - Discussed the communication issue across campus
 - Discussed the Shorts Travel Survey which is still active for those who have not taken it yet
- December 1 – Service and Operational Excellence Committee
 - Heard from a consultant who has worked in Higher Education specifically in operational and customer service
 - LSU may be hiring a consultant to help in this process which could take about 2 years
 - The start of it will be to develop a business plan
 - The initiative is to create a culture of service and operational excellence at LSU
 - Stakeholders were mentioned – Students, Faculty and Staff
 - Discussed the message and how LSU is perceived
- December 5 – Council of Staff Advisors
 - Met with Douglas Villien and Melonie Milton to outline amendments needed to PM-37
- December 5 – Staff Senate Executive Committee Meeting

- Guest Speaker, Mimi Singer Lee with Human Resource Management spoke about a Mentoring Program at LSU
- Guest Speaker, Laurie Braden with University Recreation spoke about developing a Wellness Program at LSU
- December 11 – 2017 LSU Foundation Staff Outstanding Service Awards Ceremony
 - Senator Igor Matkovic was recognized as one of the recipients this year
- December 14-15 – Ombudsperson Candidate Interviews
 - 2 Candidates were interviewed
 - Both are women
 - Both are Attorneys
- December 15 – Commencement
 - Volunteered throughout the day

STANDING COMMITTEES

The Finance and Governmental Relations Committee meeting scheduled on Friday, December 8, 2017, at 2:00 p.m. in 226 Hatcher Hall was cancelled due to the snow storm and closure of the University. That meeting will be rescheduled next semester.

SPECIAL AD-HOC COMMITTEES

The Staff Appreciation Committee

- Holiday on Campus was held on November 28, 2017 which went very well
 - The layout was more spread-out
 - Over 300 raffle tickets were handed out
 - Procedures regarding future Inflatables will be discussed
 - There was Plenty of food and drinks were leftover
 - There was a lot of door prizes donated this year
 - The trinket bags were nice for those children who did not win a door prize
 - This was the first year that TAF donated funds towards this event - all together \$2,800.00 was raised this year
- The Staff Appreciation Event will be held earlier in the spring next year to help with the hot weather

The Scholarship Committee

- 469 Candy Grams were sold
 - After supplies, raised \$704.00 for the Fee Support Scholarship Fund
- 10 Holiday Decorating Contest Entries received
 - Raised \$200.00 for the Fee Support Scholarship Fund
 - Results are:
 - Best in Show and First Place Entryway – Accounting Services
 - Second Place Entryway – Graduate School
 - First Place Door – LaHouse
 - Second Place Door – Budget & Planning
 - First Place Tree – Office of Sponsored Programs
 - Second Place Tree - Tiger Card Office

LIAISON COMMITTEES

The Diversity Action Team Reports for the meetings held on November 16, was included in the meeting packet for review.

Council of Staff Advisors is in the process of reviewing PM-37 which outlines the Council's function for amendments.

IT Governance has recommended to move forward with the Implementation of Workday Student. The announcement can be found at

<http://www.lsu.edu/geauxforward/news/geaux-forward-17.php>

OLD BUSINESS:

Staff Senate Budget

Staff Senate Administrative Coordinator Melonie Milton reported on Staff Senate Budget for December 2017.

NEW BUSINESS:

Committee Metrics for Strategic Planning

The Long Range Review and Planning Committee needs Strategic Plan metrics from Committee Chairs/Co-Chairs as soon as possible. Metrics received has been drafted for committee review. They will plan on meeting in January to discuss.

Future Guest Speakers

Suggestions for future meetings are:

- LSU Police Department – January 2018
- Roger Husser - Campus Master Plan – Construction Projects on Campus – February 2018
- Provost Rick Koubek – Strategic Plan Updated – April 2018
- Tommy Smith – Budget & Planning
- Andrea Ballinger – Strategic Planning

ANNOUNCEMENTS:

2017 LSU Foundation Staff Outstanding Service Awards Recipients are:

LSU A & M

Margaret Brewer, College of Engineering
Vincent Cellucci, College of Art & Design
Denise Chiasson, School of Social Work
Georgia Commenia, FPO Building Services
Valerie Derouen, Museum of Natural Science
Colleen Fava, Louisiana Space Grant Consortium
Richard Landry, Department of English

Igor Matkovic, FPO Building Services
Stephanie Willis, School of Veterinary Medicine

LSU AgCenter

Mary Charlotte Guerin, LSU AgCenter
Elaine Henderson, Human Resource Management
Cassandra Rattle, School of Animal Science
Gaye Richard, LSU AgCenter Central Region
John J. Sonnier, H. Rouse Caffey Rice Research Station

The University Council on Gender Equity is planning on scheduling 3-Closing the Gaps: Panel Discussions during the spring 2018 semester.

Facility & Property Oversight is working on identifying single stall restrooms as private bathrooms on campus.

The Faculty Senate passed their Resolution regarding the Lactation Policy.

Staff Senator Birthdays

President Michelle Lowery announced that Treasurer Ashley Thibodeaux celebrated her birthday on December 4th, Senator Hector Rios celebrated his birthday on December 6th, Senator Jennifer Springstead celebrated her birthday on December 13th and Senator Jonathan Levesque will celebrate his birthday on December 23rd Happy Birthday!

MOTION TO ADJOURN – With there being no more business, Senator Aaron Cherry moved to adjourn. The motion, seconded by Senator Jennifer Springstead carried. The meeting adjourned at 12:00 p.m.

Nancy Arnold, Secretary

NA/mm