

# LSU | Staff Senate

## STAFF SENATE MEETING MINUTES July 18, 2018

President Tammy Millican presided over the July 18, 2018, Staff Senate meeting held in 225 Peabody Hall at 10:30 a.m.

### ATTENDANCE

#### SENATORS

##### Executive/Administrator/ Manager

P - Millican, Tammy ('20)

##### Professional/Non-Faculty

P - Lowery, Michelle ('19)  
P - Henry, Rachel ('19)  
P - Levesque, Jonathan ('19)  
P - Ramachandran, Anand ('19)  
Pr - Reonas, Barbara ('19)  
P - Braud, Jennifer ('20)  
P - Clemmons, Jill ('20)  
P - Hernandez, Kristen ('20)  
Pr - Lemoine, Nathan ('20)  
P - Morrow, Laura ('20)  
Pr - Stone, Megan ('20)  
P - Vermeire, Brian ('20)  
P - Aslin, Jessica ('21)  
P - Banks, LaKisha ('21)  
P - Bickham, Trey ('21)  
P - Bonner, Amber ('21)  
P - Dawan, Hope ('21)

##### Service/Maintenance

A - Matkovic, Igor ('20)

##### Skilled Crafts

P - Adedeji, Funmilayo ('19)  
P - Deshotels, Paul ('21)

##### Technical/Paraprofessional

P - Cherry, Aaron ('20)

##### Clerical/Secretarial

P - Arnold, Nancy ('19)  
P - Salvadras, Amber ('19)

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

## **GUESTS:**

Interim Executive Vice President & Provost Stacia Haynie, Academic Affairs  
Vice Provost Dereck Rovaris, Office of Diversity  
Casey Coughlin, Campus Federal Credit Union

## **CALL TO ORDER**

The meeting was called to order by President Tammy Millican at 10:30 a.m.

## **ATTENDANCE**

There was a quorum with three proxies noted.

## **PLEDGE OF ALLEGIANCE**

Senator Amber Bonner led the Pledge of Allegiance.

## **APPROVAL OF THE MINUTES – June 20, 2018, Staff Senate Meeting**

A motion to accept the minutes was made by Senator Jonathan Levesque. The motion, seconded by President-Elect Rachel Henry, carried.

## **SENATOR APPOINTMENTS**

Senator Amber Salvadras, a staff member in the College of Human Sciences & Education, was approved by the full Senate to fill a vacancy in the Clerical/Secretarial Category through June 2019.

Senator Laura Morrow, a staff member with Facility & Property Oversight, was approved by the full Senate to fill a vacancy in the Professional/Non-Faculty Category through June 2020.

## **GUEST SPEAKER – DR. STACIA HAYNIE, OFFICE OF ACADEMIC AFFAIRS**

President Tammy Millican introduced Provost Haynie and thanked her for speaking to the Senate.

Provost Haynie thanked the Staff Senate for the invitation to speak. She said she has an enormous amount of respect for the professional staff members at LSU, which stems from working at different units on campus. Staff are very critical for every unit to function exceptionally well and be able to transform the lives of our students.

One of the advantages of working at LSU for 28 years is that she has worked with so many people in many different capacities and she looks forward to getting to know each Senator as well.

Provost Haynie has been at LSU for her entire career and cares very deeply for LSU. She has never been more optimistic about LSU and about the future of the university, regardless of the trying times that LSU has gone through during the past 10-12 years.

Dr. Haynie mentioned some of her priorities which include enrollment, retention, and expanding the online program. Over the last decade, LSU has shifted from state dollars to now being 75-80% tuition driven.

Provost Haynie thanked everyone for everything they do at LSU. She opened the floor for questions.

Q: How can we support you?

A: Doing everything that you are doing. One of the first two appointments scheduled when stepping into the role of Provost was with the Staff Senate and Faculty Senate Presidents.

Dr. Haynie encouraged everyone to take part in the LSU Operational Service Excellence Training when that rolls out to all employees on campus.

Provost Haynie took a selfie with the Staff Senate and will tweet it out. The Staff Senate will share her tweet.

## **PRESIDENT'S REPORT**

President Millican reported on the meetings she attended.

- June 22 – New Member Orientation
  - Enjoyed Jason's Deli Lunch together
  - Held in July this year
  - New members are better prepared for their first senate meeting
  - Looking forward to working with them this year
  
- June 26 – Online Accessibility Working Group
  - Training is taking place
  - Working to remediate current sites and set up guidelines for new content
  - Working with faculty to close caption videos and develop content that is accessible to all
  - Working on policy, procurement, and a communication plan for online accessibility
  
- June 29 – Board of Supervisors Meeting
  - Millican and Henry attended
  - A \$283 increase in the Student Excellence Fee for full-time students passed
  - Millican spoke and shared the mission of Staff Senate, as well as some of the initiatives and programs we are working on this year
  - It may be necessary for Staff Senate to examine the fee structure for staff members attending school part-time, as this employee benefit is becoming cost prohibitive for some
  
- July 5 – Staff Senate Executive Committee Meeting

- July 11 – Mobility Implementation Committee Meeting
  - Past-President Michelle Lowery attended
  - This is the second meeting that has been held
  - This committee will meet for about 4-5 months to help implement the mobility portion of the Master Plan
  - During the first meeting, there were discussions on the Master Plan and mobility recommendation implementation
  - During the second meeting, Stantec Company drafted a vision and mission statement and shared plans for committee
  - She received the presentation Stantec shared to provide feedback
  - She will share with the Staff Senate Office to send out to the full Senate, as it outlines the peer review summary with Texas A&M, University of Central Florida, University of Alabama, Clemson University, South Carolina, and Auburn University
  - There is a shift toward performance-based parking models, which would be convenience, predictability, seniority, and inside a garage
  - Some success stories were shared such as Auburn’s golf cart transportation system called the War Eagle Express, in which they provide 2,500 rides per month. This is known as electric micro transit
  - Some other best practices mentioned were daily pricing models with a clean air to cash incentive. If a person doesn’t drive, they could receive some type of cash rebate
  - What they found from the peer review is that LSU is providing services, but are lacking in communication about the services
  - There was some gaps identified, such as LSU doesn’t have a park and ride service
  - Some other best practices mentioned were Direct Pass, Electric Micro Transit, transit supported strategies like grocery shuttles, car show locations and real time parking information (parking shuttle apps)
  - Once she receives the notes from the meeting, she will send along with the PowerPoint presentation, which is very detailed and shows specific items

## **PRESIDENT’S ADDRESS**

“With complete honesty, I want you to know how truly honored I am that you have placed your trust in me to serve as your Staff Senate President again. I promise to work hard, set high expectations for myself, and always operate in a transparent and ethical manner.

At the end of my term, I want to leave this role with new leaders in place that are well prepared to continue moving Staff Senate forward as a critical governing body that truly makes a difference in the lives and careers of all (and I emphasize all) staff members. I want us to continue working with administration to establish LSU as one of the best places to work in Louisiana. Yes, I know we have some work to do, but I also know that Staff Senators are up to the challenge.

The good news is that Past-President Lowery handed over the organization in excellent shape due to all of her hard work and innovative ideas last year. I am extremely excited to serve not only with such a talented group of Executive members, but with this group of Staff Senators who bring so many gifts and perspectives to the table. I must also mention that without

Melonie Milton, it would be extremely difficult for this organization to accomplish all that it does each year. I really appreciate all that she does and look forward to working with her again this year.

Not only do I have high expectations for myself, I have high expectations for each of you as you serve your term as a Staff Senator. Although we have some initiatives to continue moving forward this year and some that we carry out every year, I expect you to set the tone for what we will accomplish this year. This means you must listen to your colleagues' concerns and ideas and communicate them back to this body; offer new ideas on resolutions that need to be passed; improve existing and create new staff appreciation events, establish training and development opportunities for staff and fundraising opportunities for Staff Senate; find ways we can better communicate and serve all staff, and investigate legislative and LSU policy changes and the effect on staff.

Priority number one for me is getting information on our organization to all staff, not just the 10-20% we are currently reaching. The more staff support we receive, the greater our ability to inform administration of staff issues and be included by the administration in critical decisions and hires. We must continue to strengthen our relationship with Student Government and Faculty Senate. While each group has issues that affect only its constituents, there are issues, such as higher education funding that affects all three groups. We are strong separately, but I believe we have the strongest voice when we work together. I would also like for our staff senate scholarships to have an application process rather than recipients being chosen by a campus department. This not only puts scholarships into the hands of those who need them most, but also helps us tell more staff members of how we work for them.

We must also continue to move forward with implementation of the lactation policy and support growth in the number of campus lactation rooms, creation of a mentoring program, development of a parental leave policy, as well as be a voice for those staff members whose needs aren't always heard or acknowledged. There should be no category of employees who aren't allowed to participate in Staff Senate and we are going to address this issue.

I look forward to reporting on staff accomplishments and issues at every Board of Supervisors meeting and strengthening our relationship with BOS members, so they can see the importance of recruiting and retaining the very best students, faculty, AND staff members to successfully fulfill the mission of our university.

I am so excited about this year, and I plan to enjoy every moment of the journey as I serve our staff as President of Staff Senate.

Thank you."

## **NEW BUSINESS**

### **Committee Assignments**

President Millican announced that a committee description list was included in the meeting packet for review. Committee sign-up sheets were circulated to Senators in attendance to make their preferred selections. These sign-ups will be collected at the end of the meeting. A sign-up sheet will be sent to all of the Senators who were unable to attend the meeting today.

Committee Assignments will be drafted during the Executive Committee Retreat and distributed before the August General Meeting.

### **LSU Staff T-Shirts**

President Millican announced that we have sold more than 350 shirts so far. She thanked the Department of Physics & Astronomy and the College of Coast and Environment for ordering t-shirts for their entire staff. Senate would like to hold another sale in the fall and offer v-necks and polo shirts. The t-shirts will be available for pick up in the beginning of August.

### **Staff Senate Budget/Gift Fund**

Past-President Michelle Lowery reported on Staff Senate Budget as of July 13, 2018. Projected expenses for the year were mentioned. A copy of the report was included in the meeting packet.

The Staff Senate Executive Committee announced that the Staff Senate Gift Fund was implemented to recognize certain events for Senators and former Senators that may happen throughout the year. The guidelines for giving were mentioned, and Senators were asked to donate \$20 to the fund for the year.

### **Summer Commencement**

President Millican announced that the Staff Senate will help with volunteers for Summer Commencement on August 3, 2018.

Senator Jonathan Levesque, Staff Senate Volunteer Liaison announced that volunteers are needed for the following times:

- 7:00 a.m. to 10:00 a.m. (Golf Cart)
- 7:00 a.m. to 10:00 a.m. (Water and Information Table)
- 10:00 a.m. to 1:00 p.m. (Golf Cart)
- 10:00 a.m. to 1:00 p.m. (Water and Information Table)

Volunteer shifts are three hours in length and include shuttling guests in golf carts and handing out water at information tables. This is a good way for Senators to get involved in terms of leadership and being involved in a major operation on campus.

Levesque will send out a sign-up link to the Staff Senate Office to send out to the full Senate for participation. He wanted to thank Campus Federal Credit Union staff for their support with this initiative through the years.

### **Student Move-In Day**

President-Elect Rachel Henry announced that the Staff Senate would also like to help with volunteers for Student Move-In Day on Sunday, August 12, 2018.

900 volunteers are needed to successfully move in all of our students on campus that day. They currently only have about 250 volunteers sign-up so far. The shift is from 7:00 a.m. – 2:00 p.m.

with breakfast and lunch provided. Every volunteer will be given a free t-shirt, which they will be required to wear to help identify them as a volunteer for LSU. When signing-up, please list Staff Senate as the organization, so Senators will be placed at the same location.

Deadline to register online is July 29, at:

[https://survey.az1.qualtrics.com/jfe/form/SV\\_dcXVQFFPf52Hxfn](https://survey.az1.qualtrics.com/jfe/form/SV_dcXVQFFPf52Hxfn)

Bengal Bound will be great this year with a very strategic one week of events. One of the events planned is a Basketball Game between the LSU President and the Presidents of Faculty Senate, Staff Senate and Student Government on Tuesday, August 14, at 6:00 p.m. at UREC.

### **Senator Placard/Photographs/Name Badge/Apparel**

President Tammy Millican announced that Staff Senate will provide Door Placards for all newly elected and appointed Senators. They are being printed and will be delivered.

Millican also announced that if anyone needs a professional photograph headshot for the Staff Senate website, time blocks have been scheduled on July 25 and 26. Senators should contact Melonie Milton to let hr know if they want to schedule a photo.

Millican announced that Staff Senate will also be ordering new name badges for all Senators.

Millican also announced that the Staff Senate will open up orders for Staff Senate apparel. A sign-up sheet was circulated for orders.

### **Fall Fest Partnerships**

President Tammy Millican announced that Staff Senate has partnered with Student Government and Campus Federal Credit Union to host an activity for Fall Fest during the past couple of years.

Millican mentioned some past activities. If anyone has any suggestions for something different this year, please submit those to the Staff Senate Office.

### **Future Guest Speakers**

Please submit any suggestions for future guest speakers to the Staff Senate Executive Committee.

### **ANNOUNCEMENTS**

President-Elect Senator Rachel Henry announced that in June, the Governor signed an act that better defines Free Speech on college campuses by better defining how people can express themselves. In response to this act, LSU Auxiliary Services is working with Campus Life, as well as General Council, to streamline the policies that are in place for Free Speech Alley and Free Speech Circle.

Instead of reserving the space, the space will be open for gatherings on a first come, first serve basis. Tables can still be reserved through LSU Auxiliary Services, if needed. Commercial speech will not be tolerated in that space, as it is purely for the expression of ideas.

Senator Kristen Hernandez announced that she will be moving from the Faculty Technology Center to the Digital and Continuing Education as a learning experience designer.

Past-President Michelle Lowery announced that Josh Dean with Campus Life will be leaving LSU to work full time in real estate.

### **Staff Senator Birthdays**

President Tammy Millican announced that Senator Laura Morrow celebrated her birthday on July 4 and Senator Jessica Aslin will celebrate her birthday on July 16th. Happy Birthday!

**MOTION TO ADJOURN** – With there being no more business, Past-President Michelle Lowery made a motion to adjourn. The motion, seconded by Member-at-Large Aaron Cherry, carried.

The meeting adjourned at 12:00 p.m.

Barbara Reonas, Secretary

BR/mm