

LSU | Staff Senate

MEETING MINUTES May 20, 2020

President Rachel Henry presided over the May 20, 2020, Staff Senate meeting held by Zoom Video Conferencing at 10:30 a.m.

Attendance

Executive/Administrator/ Manager

P - Millican, Tammy ('20)
P - Barbara Reonas ('21)

Service/Maintenance

A - Matkovic, Igor ('20)

Professional/Non-Faculty

P - Braud, Jennifer ('20)
P - Clemmons, Jill ('20)
P - Hernandez, Kristen ('20)
P - Kimmell, Alyssa ('20)
P - Lemoine, Nathan ('20)
P - Stone, Megan ('20)
P - Wilson, Derek ('20)
P - Aslin, Jessica ('21)
P - Bickham, Trey ('21)
P - Bonner, Amber ('21)
P - Dawan, Hope ('21)
P - Henry, Rachel ('21)
P - Lane, Madison ('21)
P - Garner, Karen ('22)
P - Herman, Catherine ('22)
P - Holstein, Lindsey ('22)
A - Lee, Mark ('22)
P - Levesque, Jonathan ('22)
P - Nickerson, John ('22)
P - Roth, Nicole ('22)

Skilled Crafts

A - Corbitt, Brent ('22)

Technical/Paraprofessional

P - Cherry, Aaron ('20)

Clerical/Secretarial

P - Salesneves, Sarah ('22)
P - Salvadras, Amber ('22)

A - Indicates Absent

P - Indicates Present

Pr - Indicates Proxy

GUESTS:

LSU Interim President Thomas Galligan, University Administration
Ashley Arceneaux, Office of the President
Kyle Lavergne, College of Engineering
Erica D'Spain, Center for Computation and Technology
Britney Noland, Center for Computation and Technology

Samantha Jarreau, Center for Computation and Technology
Casey Coughlin, Campus Federal Credit Union
Brian Ainsworth, Campus Federal Credit Union
Susannah Knoll, Faculty Senate
Dr. Dereck Rovaris, Office of Diversity

CALL TO ORDER

The meeting was called to order by President Rachel Henry at 10:30 a.m.

ATTENDANCE

There was a quorum with no proxies noted.

APPROVAL OF THE MINUTES – April 15, 2020, Staff Senate Meeting

A motion to accept the minutes was made by Treasurer Amber Salvadras. The motion, seconded by Senator Holstein, carried.

GUEST SPEAKER – LSU INTERIM PRESIDENT THOMAS GALLIGAN, UNIVERSITY ADMINISTRATION

President Rachel Henry introduced Interim President Thomas Galligan with University Administration, as he addressed the full Senate.

Interim President Thomas Galligan thanked the Staff Senate for the invitation to speak regarding his leadership and the COVID pandemic situation at LSU. He is happy to attend and thanked everyone for working through this challenging time.

- LSU will now move into remote teaching for summer school classes, with a 15% discount on tuition and fees for summer.
- We want to make sure that students stay on track or get ahead.
- We want to be back on campus in the fall.
- About 25% of personnel are back on campus as we physically return to work.
- Our guidance is going to be safety as we do not want to put anyone at risk.
- LSU continues to adjust its plan based on the COVID-19 information and trends. We hope to continue to make progress but realize that plans may need to be altered.
- LSU is looking to have a plan in place where we have sample testing in place for students who choose to participate in sufficient numbers so the samples are statically reliable with other testing offered for other folks who either want it or display COVID-19 symptoms for all of the campuses.
- We will be returning to campus in Phases as we are currently in Phase I.
- We will continue to promote hand washing, social distancing, and wearing masks.
- The buildings and facilities are being thoroughly cleaned and sanitized.
- LSU will release information as it becomes available, so there are no surprises.

- The State of Louisiana has been hit hard financially. They are anticipating about \$1 Billion of adverse economic impact.
- LSU remains guardedly optimistic. Legislators are doing everything they can to protect the University as much as they can. He encouraged everyone to let their Legislator know how much LSU means to them.

Interim President Thomas Galligan opened the floor for questions. President Rachel Henry mentioned that the LSU Staff Senate released a survey recently and received over 600 responses. The primary concerns were worries about potential cuts to budgets or reluctance about returning to work given that some employees may be at high risk for COVID-19 or have issues with child care. Employees are hoping that the University is sensitive to those concerns. Also, employees were wondering about the phases as we return to campus.

Q: If the departments are unable to purchase hand sanitizer and wipes due to the supply being out of stock, will that be provided?

A: Yes, LSU is trying to purchase centrally in larger volumes but Interim President Galligan encourages everyone to provide their own supplies, including masks.

Q: If someone in a department has some concerns about returning to work, who should those concerns be directed to?

A: The employee should contact their supervisor or the Office of Human Resource Management.

Interim President Galligan mentioned that Phase II will consist of about 50% of personnel back on campus. The goal of this phase is to bring back additional personnel in a controlled capacity.

Q: Is there a date in mind when the decision to return to campus in the fall will be announced as students are preparing?

A: They do not have a date in mind as of yet. As soon as we have clarity, a date will be released. He is thinking around July 1 but we have to plan for if we can do this.

Q: Is there anything happening in the Legislature not relating to the budget that might affect LSU?

A: The operational and fee autonomies are expiring this year. The House voted in favor, and the bill now goes to the Senate. LSU has been able to save over 48 Million in 3 years due to these autonomies.

Interim President Thomas Galligan thanked the full Senate for being able to attend this meeting. He looks forward to attending again in the future.

PRESIDENT'S REPORT

President Rachel Henry reported that LSU staff have been able to make an incredible impact with the production of 20,000 gowns in the PMAC Personal Protective Equipment (PPE) initiative. Of the 4,347 graduates last week, 27 of those were employees who either earned their bachelors, masters, or doctoral degrees. A large number of staff are taking advantage of the virtual programs to get fit with LSU UREC. The University has continued to live its mission thanks to the efforts of staff who are working from home.

President Henry mentioned that since the last meeting on April 16, the LSU Staff Senate Executive Committee was challenged to recruit a more diverse representation on campus. We reached out to members of all the caucuses to encourage their members to run for a seat on the LSU Staff Senate or at the very least to engage with us on various initiatives throughout the year.

Henry mentioned that she participated in the beginner movement class at UREC and she encouraged everyone to take advantage of the classes on Tuesday and Thursday at noon.

Henry mentioned that on April 20, she and President-Elect Jonathan Levesque attended the Council of Staff Advisors Meeting remotely.

Henry mentioned on April 28, several Senators participated in the call with Interim President Galligan for the Faculty and Staff Forum. She is thankful that Galligan keeps us updated. On May 12, the Executive Committee met to prepare for the general meeting. Later that day, she also met with a sub-committee of the President's COVID-19 Assistance Committee to consider how we can leave no Tiger behind.

Henry shared that the LSU Staff Senate received 610 responses to the needs assessment survey. 529 respondents are working remotely, while 53 are reporting to campus and 13 were unable to do either. For those respondents working remotely, the most common resources needed were printers/copiers/scanner, monitors or laptops, specific University-wide software subscriptions (Adobe Acrobat and Pro), and more reliable and specific instructions for VPN/remote access.

For those continuing to report to campus, the most common resources needed were cleaning supplies, masks/PPE, and guidelines. Common themes across the board included safety concerns for high risk categories, furlough/budget concerns, enforcement/accountability of safety guidelines, and trickle-down communications.

Of the 556 respondents who answered this specific question, 108 have had an immediate family member furloughed or laid off due to COVID-19. In terms of additional tips and resources that would be beneficial, the most commonly indicated was physical health tips and mental health tips.

LSU Staff Senate has followed-up with everyone that indicated a name or email address as well as given a "shout out" to specific individuals or departments that were indicated as going above and beyond to continue to serve the University's mission.

When asked if there was anything they wanted Staff Senate to know or work on moving forward, the most common response was an official work from home policy and for the University to improve communication to staff regarding budgets, the potential for furloughs, and on-campus health safety. The full survey will be shared with the Staff Senate for future initiatives.

LIAISON COMMITTEE REPORTS

Council of Staff Advisors

The Council of Staff Advisors met on April 21, 2020. The written report was included in the meeting packet for review.

OLD BUSINESS

Amendments to the Staff Senate Constitution

The LSU Staff Senate Constitutional Amendments needed to help with recruitment of Senators from various areas of campus within the Classified, Professional, and Non-Academic classification instead of using the EEO Categories has been approved by the full Senate.

AMENDMENT APPROVED: Article III Section 2. Senate Membership

Changes are both underlined and italicized.

Section 2. Senate Membership

The LSU Staff senators will be elected by the various groups of non-faculty employees, currently defined as "Classified, Unclassified, and Other Academic" by the University's Office of Human Resource Management.

There will be one senator representing every 75 employees, with a minimum of two senators from each Group. If the final count is less than 75 but greater than 30, an additional senator will be elected from that group.

There shall be one Staff Senate Member-at-Large elected by members of all non-faculty employee groups.

Impact:

The committee believes the changes will help to reduce vacant senatorial positions.

Projected Staff Senate membership positions shall consist of:

13 positions representing classified employees, 33 positions representing unclassified employees, 1 at-large, and 2 positions representing other academic (Executive/Administrative/Managerial)

Total Senate population: 48

Option 2 "casts the widest net" but will be a challenge filling all vacancies. While acknowledging we may not immediately fill each position, the Staff Senate will at least have the greatest flexibility in appointing senators should the opportunity arise outside of the regular election cycle.

This is Step 1 of a multi-step process. One of the relevant changes is to change the name of the *Finance & Governmental Relations Committee* to the *Staff Senate Recruiting and Retention Committee*. This renamed committee will be tasked with reaching out to staff members on campus in order to build relationships and eliminate barriers such as supervisory approval to serve on the Staff Senate.

There will now be a vote sent out electronically to all staff members. As long as we receive 2/3 votes in favor, we can send it to Interim President Galligan for final approval.

Vice Provost for Diversity Dereck Rovaris mentioned that there will be a new roadmap for the University that will be released in the fall which will look at the entire campus.

Staff Senate Budget

Treasurer Amber Salvadras provided a financial report to the full Senate.

NEW BUSINESS

Staff Senate Executive Officer Speeches

President Henry announced the 2020-2021 Staff Senate Executive Officer Candidates. The full Senate will vote through Tigerlink after the meeting. The results will be tabulated after all candidates have made their statements and will be announced during the June meeting.

Member-at-Large
Samantha Baldrige
Alyssa Kimmell
Madison Lane

Treasurer
Catherine Herman (unopposed)

Secretary
Jessica Aslin (unopposed)

President-Elect
Tammy Millican
Nicole Roth
Amber Salvadras

Future Guest Speakers

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

ANNOUNCEMENTS

Staff Senator Birthday

Rachel Henry announced the following birthday:

- Senator Kristen Hernandez celebrated her birthday on May 8.
- Senator Nicole Roth will celebrate her birthday on May 30.

Happy Birthday!

President Henry mentioned that employees at LSU can use sick leave to care for dependents that include children and elderly parents during this time. Human Resource Management is looking to extend that past the month of December 2020.

Vice Provost Dereck Rovaris announced that the LSU Food Pantry is open on campus. They are providing curbside service for students. Vice Provost Dereck Rovaris also announced, as we return to campus, to please stay safe and wear your mask. Lastly, he also mentioned that members of the Muslim community are wrapping up Ramadan on May 23, which is a big month long fast. If you know of anyone in that community, you may want to reach out to congratulate them.

MOTION TO ADJOURN – With there being no more business, Senator Nicole Roth made a motion to adjourn. The motion, seconded by Senator Megan Stone, carried.

The meeting adjourned at 12:00 p.m.

Trey Bickham, Secretary

TB/mm