



## IMPORTANT UPCOMING DATES

**4/18/16:** Board of Supervisors Meeting

**5/6/16:** Board of Supervisors Meeting

**6/24/16:** Board of Supervisors Meeting

**7/1/16:** Workday Goes Live

**7/31/16:** Completed Evaluations due in HRS

**9/9/16:** Board of Supervisors Meeting

The attention now shifts to the current legislative session, which is focused on next year's state budget hole for FY 2017. The proposed state reductions for next year will be released in early April, but due to the \$750 million deficit that remains after the work of the recent special legislative session, LSU anticipates another very challenging scenario for FY 2017.

For the latest information on the budget visit:

[lsu.edu/budget](http://lsu.edu/budget)

## HUMAN RESOURCE MANAGEMENT

## BUDGET UPDATE

The Governor and our legislators mitigated the worst of the potential budget cuts facing LSU this fiscal year. In fact, they were successful in eliminating cuts to our state general fund. However, LSU must cover a \$10 million TOPS shortfall, which is a significant portion of the overall \$28.3 million TOPS deficit. Since this cut applies to the current year, these funds will have to be found by June 30.

As the highest-performing public university in the state, LSU bears the largest portion of the TOPS shortfall because it is home to more high-achieving TOPS recipients than other state universities, but we are grateful to be spared the devastating cuts that were previously on the table for FY 2016 .

- ◆ Effective January 1, 2016, **Woman's Hospital** of Baton Rouge is in the LSU First Choice network. With the addition of Woman's Hospital, LSU First members are provided with a broader opportunity for care. First Choice Provider claims are paid at 100% after HRA (Health Reimbursement Account) is exhausted.
- ◆ The Final Evaluation Period for classified and professional employees is **July 1, 2016-July 31, 2016**. Completed evaluations forms are due in HRS by **July 31, 2016**. For additional information and resources on the evaluation process please click [HERE](#).

## MASTER PLAN UPDATE

As a next step in the process of creating a comprehensive and strategic master plan update, the NBBJ team returned to campus March 8-11. They met with key representatives from the broader Baton Rouge community, East Baton Rouge Parish and the State of Louisiana to gain greater insight into the planning and policy issues that may impact the LSU campus. The NBBJ team also met with Student Government and shared their early findings with the Executive Oversight Committee, Working Group, and the Support and Facilitation Committee to get their feedback.

A master plan open house to solicit additional information and give an update on the process to students, faculty, staff and the public was scheduled for March 10 at the Student Union, but had to be cancelled when the University closed due to weather conditions. This open house will be rescheduled for the first week of May and will cover campus land and building use, transportation, transit, and parking, open space and pedestrian connections, and architecture and landscape character.

The NBBJ team has also been collecting and analyzing an extensive amount of campus, space, facilities, and infrastructure related data. Preliminary master planning goals and needs are now emerging based on stakeholder input, campus observations, and data analysis.

LSU campus and community stakeholders will continue to be engaged throughout the process via face-to-face meetings and through the recently launched interactive campus master plan stakeholder engagement website <http://masterplansu.com>. Visitors to the site can answer survey questions, offer feedback, map their daily route, view upcoming master plan events, and review presentations and data analysis.

- **Phase I** – Data Collection, Analysis, and Needs Identification (January 2016 – May 2016)

- **Phase II** – Alternatives Exploration, Concept Development, and Testing (June 2016 – September 2016)

- **Phase III** – Final Recommendations, Phasing/Prioritization Strategy, Final Deliverables (October 2016 – April 2017)

## WORKDAY UPDATE

The LSU Workday Implementation Project continues its testing phase. Representatives from all of the LSU institutions transitioning to Workday are working diligently through scenarios to ensure that the business processes will work appropriately in the new system. User Acceptance Testing (UAT) will commence in early-April, providing another layer of validation for the new processes. UAT will also be used to validate the training material under development.

Efforts are underway to develop training materials and increase the general knowledge of the project across the participating campuses. The institutions which have implemented Workday have consistently commented on the intuitive nature of many of the processes. That being said, it is recognized that the transition will involve a need for training resources as well as a period of adjustment. Training resources will be available beginning in late spring/early summer prior to go live on July 1, 2016. Training opportunities will continue through the fall semester to support any faculty and staff that are working away from campus during the summer. Work is being done to ensure that job aides and video guides will be readily accessible both from within the product itself and also posted to a centralized repository.

A new, more robust website has been rolled out to provide the campuses with additional information about LSU Workday.

**For additional information, please refer to the LSU Workday web site:**

[www.lsu.edu/workday](http://www.lsu.edu/workday).

**Questions or concerns regarding the LSU Workday Implementation may be directed online to**

[www.lsu.edu/wdfeedback](http://www.lsu.edu/wdfeedback).

## Procurement

- ◆ **Term Contracts** - You may have received an email notification from Procurement for your Term Contracts, please promptly review and take the appropriate action. The deadline to submit new requisition for Term Contracts was April 1, 2016.

A few reminders:

- ◇ **A requisition must be submitted for each contract whether it is a renewal or rebid**
- ◇ **KRC requisitions will need to be submitted as OMR type requisitions**
- ◇ **For rebids, updated specifications must be attached to the requisition in a word document**

**Fiscal Year Deadline Memo with all applicable deadlines can be accessed by clicking the following [link](#).**

- ◆ **PO encumbrance Close-Out** - The Procurement Department is in the process of closing expired/inactive purchase orders in which an encumbrance balance remains. An email communication was sent to those departments with purchase orders from prior fiscal years in which this applies.  
  
For current fiscal year purchase orders, all Departments are reminded to review open purchase orders on a routine basis and submit PO alterations to close them as they are complete.
- ◆ **Geauxshop** - The LSU GeauxShop system will be deactivated June 30, 2016. Departments will no longer be able to enter requisitions as of June 1, 2016. Receipts must be entered and invoices must be approved as soon as possible to ensure payment is made prior to June 30<sup>th</sup>.

- ◆ **Use of LSU Master Contracts** - The following contracts have been competitively bid and negotiated, and reflect contract pricing negotiated specifically for LSU, therefore, the items on the master contracts are not subject to competitive thresholds, as pricing has already been negotiated.

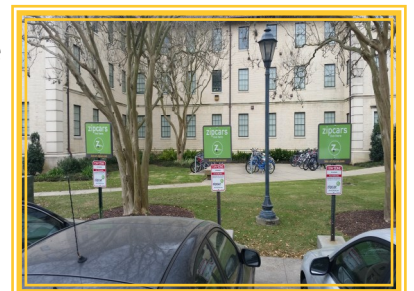
The pricing generally includes no taxes, free shipping, next business day delivery (in-stock items), no hazmat fees, and a dedicated account representative to handle questions or issues with your order. If needed items are not represented on these contracts, they can be added and/or alternatives identified through your account representative. (Equipment and Services are handled through the appropriate Buyer through the PRO system). Utilization of other suppliers for items included on the below master contracts is not acceptable without prior approval from Procurement.

- ◇ **Office Depot (Office Supplies)**
- ◇ **VWR International (Scientific Supplies)**
- ◇ **Grainger (MRO/Facilities)**
- ◇ **AirGas (cylinder gases)**

## PARKING AND TRANSPORTATION

On March 15, 2016, Zipcar arrived on campus for all Louisiana State University students, faculty and staff. Zipcar is car-sharing, an alternative to bringing a car to school, that gives members 24/7 access to vehicles parked right on campus. Low hourly and daily rates include gas, insurance, and 180 miles per day to go wherever you want to go. Members can reserve cars online or with a smart phone for as little as an hour or up to seven days. This semester, enjoy all the freedom of owning a car without any of the hassle. Find out more about how it works

<http://www.zipcar.com/lsu>



## NICHOLSON GATEWAY UPDATE

The LSU Property Foundation has selected leading master developer firm **RISE Real Estate** as the preferred development team for the Nicholson Gateway Development Project and likely redevelopment of existing residence halls at LSU.

The Nicholson Gateway Development Project will be a public-private partnership to design, build, finance, operate and maintain new student residence halls and other amenities on a 28-acre site of the Nicholson Drive Corridor, between West Chimes Street and Skip Bertman Drive.

The LSU Property Foundation expects to recommend the final project scope and terms, as well as the developer, to the LSU Board of Supervisors in May. Construction currently is anticipated to start by late 2016, with occupancy to occur for the start of the fall 2018 semester.

The LSU Property Foundation is facilitating the Nicholson Gateway Development Project and likely redevelopment of existing residence halls for the benefit of the LSU community. Subject to ongoing negotiations, the LSU Property Foundation anticipates contracting with RISE Real Estate.

The Nicholson Gateway Development Project is envisioned to include approximately 1,578 beds with associated residential support spaces, such as lounge spaces, study areas, community gathering places and retail food service. The project also is expected to include an estimated 22,500 square feet of new retail space to primarily serve residents of the project, the LSU community and visitors, as well as an estimated 1,464 parking spaces. For the likely redevelopment of existing student housing stock, the scope is still being determined.

The Nicholson Gateway Development Project, focused on the largest underdeveloped tract of university-owned property that is adjacent to the campus core, will turn what has traditionally been the back of the campus into an exciting new gateway district. For more information, visit [www.nicholsongateway.com](http://www.nicholsongateway.com).

## LSU POLICE

**Explosive Ordinance Detection K-9 Unit** - K9 Team consists of LSU Police handlers with their trained Explosive Ordinance Detective (EOD) K9. K9's are trained on all known explosive ordinance odors and how to quickly search and alert if these odors are detected. The LSU Police K9 is selected based on exhibiting high work drive and ability to recognize odors and properly alert as well as the ability to take direction and be trainable. The handler selected is matched to the demeanor of the dog and must be a self-motivated, patient yet a high energy individual.

LSU Police K9 team conducts daily training using a variety of odors and in numerous environments to prepare for any possible scenario. Obedience and grooming are part of the daily routine. The objective is to respond in the event of bomb threats to quickly clear large areas/buildings which can be done in minutes by a K9 versus hours by humans who must visually inspect all areas to deem it clear. K9 Teams are also utilized at functions with large crowds where they will conduct searches prior to the start of the events.

In February, LSU Police added its newest member to the force, K9 "Tessa", a 2 year old Belgian Malinois. Tessa was imported from The Netherlands and received her training along with the selected handler, Officer Blake Devillier, at US K9 in Kaplan, LA. Ofc. Devillier and Tessa successfully completed the training and are now serving the LSU community.

### REMINDER

Email any information, potential topics or suggestions for the next newsletter to Ashley Territo at [aterrito@lsu.edu](mailto:aterrito@lsu.edu).