LSU | Staff Senate

MEETING MINUTES
June 17, 2020

President Rachel Henry presided over the June 17, 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)

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)
A - Baldridge, Samantha (21’)
P - Bickham, Trey (’21)
A - Bonner, Amber (’21)
P - Dawan, Hope (’21)
P - Henry, Rachel (’21)
P - Lane, Madison (’21)
A - Garner, Karen (’22)
P - Herman, Catherine (’22)
P - Holstein, Lindsey (’22)
A - Lee, Mark (’22)
P - Levesque, Jonathan (’22)
A - Nickerson, John (’22)
P - Roth, Nicole (’22)

Service/Maintenance

A - Matkovic, Igor (’20)

Skilled Crafts

P - 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:

Gerald Sansoni, LSU Facility Services
Ali Marrero, LSU Parking & Transportation
Jenee Slocum, LSU Manship School of Mass Communication
Ryan Harb, College of Human Sciences & Education

John Lewis, LSU Residential Life
Haley Shows, College of Human Sciences & Education
Roxane Berthelot, Campus Federal Credit Union
Brian Ainsworth, Campus Federal Credit Union
Susannah Knoll, Faculty Senate

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 – May 20, 2020, Staff Senate Meeting

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

PRESIDENT'S REPORT

President Rachel Henry reviewed relevant meetings in which she attended.

- May 26 – The LSU President's COVID-19 Assistance Committee met. Henry shared the Staff Survey results with committee members. She heard similar results from the Faculty Senate and student representatives. The committee discussed various ways the university could meet those needs which included increased communications and various virtual programs throughout the summer to increase employee engagement.

- June 2 - The Staff Senate Executive Committee met with Provost Stacia Haynie to discuss the survey results further. The Executive Committee also heard plans on Phase II.

- June 3 – The Staff Senate Executive Committee met to prepare for the general meeting.

- June 3 - Attended the Faculty and Staff Forum with university leadership.

- June 5 – Several Senators attended the Voices of the Unheard Panel with student leaders, university administration and community alumni partisans.

President Henry reported that the Executive Committee had the opportunity to interview two candidates for the Chief Information Officer position and provide feedback.

President Henry announced that she will present two proposed resolutions during this meeting for an expedited vote. One of which is university administration has asked Staff Senate, Faculty Senate and Student Government to consider a resolution supporting employees and students wearing cloth facial coverings upon returning to campus. The second is for our organization to make a statement. After our last meeting, we were challenged to expand recruiting efforts to

increase to diversity of our representation. We were encouraged to consider having voting representation from the three caucuses on campus. As those efforts take time, Henry felt a resolution dictating our commitment and actionable items would send the necessary message to staff across campus that we weren't just listening but we were ready to take the necessary steps of inclusivity within our own organization.

LIAISON COMMITTEE REPORTS

Council of Staff Advisors

The Council of Staff Advisors met on May 21, 2020. There was not much to update the full senate on.

OLD BUSINESS

Staff Survey

President Henry mentioned that there has not been any change to the responses that were shared. It has maintained at the 610 responses. We will now move into the actionable items of that survey.

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.

The form to vote will be 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.

Staff Senate Budget

Treasurer Amber Salvadras provided a financial report to the full Senate. She will close out the end of this year then hand it over to the new Treasurer.

NEW BUSINESS

LSU Staff Senate Resolution 20-02 in Support of Cloth Face Coverings throughout LSU’s Return-to-Campus

First Reading, LSU Staff Senate Resolution No. 20-02, In Support of Cloth Face Coverings throughout LSU’s Return-to-Campus, sponsored by the LSU Staff Senate

Read by President Rachel Henry

WHEREAS, the mission and purpose of LSU Staff Senate, the elected representative body for staff members of Louisiana State University, is to promote and protect the welfare of the LSU staff and to be an essential partner and resource for the University administration;

WHEREAS, the LSU Staff Senate survey conducted in the spring of 2020 to assess various needs from staff related to the COVID-19 pandemic indicated that staff are concerned about their health and safety when returning to campus;

WHEREAS, the Louisiana Department of Health, Center for Disease Control, and the World Health Organization recommend wearing a cloth face covering in public settings where physical distancing measures are difficult to maintain to slow the spread of COVID-19;

WHEREAS, University policy will require face covering by LSU employees when it is not possible to maintain appropriate physical distancing of at least 6 feet while on campus to slow the spread of COVID-19;

THEREFORE, be it resolved, the LSU Staff Senate hereby supports and encourages LSU Staff to comply with University policy and heed the guidance of health professionals regarding recommendations for face coverings to contribute to a safe environment for fellow staff, faculty, and students; and

THEREFORE, be it further resolved, that a copy of this resolution be sent to Thomas Galligan, Interim LSU President; Stacia Haynie, Executive Vice President and Provost; Daniel T. Layzell, Senior Vice President for Finance and Administration/CFO; Clay Jones, Vice President of Human Resource Management; Mandi Lopez, Faculty Senate President; Ashley Gautreaux, Council of Staff Advisors Chair; and Stone Cox, Student Government President.

A motion to approve Resolution 20-02 without a second reading and to adopt as written was made by President-Elect Jonathan Levesque. The motion, seconded by Senator Nicole Roth, carried.

The Staff Senate approved the Resolution with no abstentions.

LSU Resolution 20-03 Commitment to Inclusivity

First Reading, LSU Staff Senate Resolution No. 20-03, Commitment to Inclusivity, sponsored by the LSU Staff Senate

Read by Past-President Rachel Henry

WHEREAS, the mission of LSU Staff Senate, the elected representative body for staff members of Louisiana State University, is to promote and protect the welfare of LSU staff by representing the interest of and the issues impacting all staff members;

WHEREAS, the University's Commitment to Community challenges us all to practice justice, equality, and compassion in human relations; respect the dignity of all persons and accept individual differences; and contribute positively to the life of campus and surrounding community;

WHEREAS, the goals of the #BlackOutLSU movement applicable to LSU staff include increasing the ratio of minority professionals in every academic area, increasing funding for minority programs, organizing resources targeted toward minority employees dealing with mental health and trauma, pushing for the address and correction of issues of blatant racism and discrimination on campus, and mandating timely statements and policies condemning racism and injustice at all levels of the University;

WHEREAS, LSU Staff Senate was rightfully challenged by LSU's Office of Diversity to increase recruitment efforts to ensure the diverse population of staff was represented in our Staff Senators;

WHEREAS, LSU Staff Senate can positively contribute by expanding recruitment efforts to be more inclusive and representative of LSU's diverse staff population, further develop relationships with campus caucuses and departments to better support and promote minority programs but also ensure inclusivity in Staff Senate existing events and committees, increasing awareness of existing resources while advocating for necessary additional resources related to employee mental health, and advocating for additional training and educational opportunities for staff related to inclusivity, diversity, and implicit bias;

THEREFORE, be it resolved, the LSU Staff Senate remains dedicated to our purpose of creating awareness, advocating, and increasing appreciation efforts for all staff but we are committing further to listening to the employees and students of LSU and applying lessons learned to ultimately contribute positively to a more inclusive and welcoming campus environment;

THEREFORE, be it further resolved, that a copy of this resolution be sent to Thomas Galligan, Interim LSU President; Stacia Haynie, Executive Vice President and Provost; Daniel T. Layzell, Senior Vice President for Finance and Administration/CFO; Clay Jones, Vice President of Human Resource Management; Mandi Lopez, Faculty Senate President; Ashley Gautreaux, Council of Staff Advisors Chair; and Stone Cox, Student Government President.

A motion to approve Resolution 20-03 without a second reading and to adopt as written was made by President-Elect Jonathan Levesque. The motion, seconded by Senator Derek Wilson, carried.

The Staff Senate approved the Resolution with no abstentions.

Recognition of Staff Senators

President Rachel Henry recognized Senators for Dedication and Service to those who fulfilled their terms of office and those who served the Senate as a Chair or Co-Chair and Liaisons during this past year. Henry also mentioned the President's Attendance Award to Senators who had perfect attendance at all of the Staff Senate meetings for the year.

President Rachel Henry announced that for the LSU Outstanding New Senator Award, in recognition of a new member of the LSU Staff Senate who has provided outstanding service to the Senate for the 2019-2020 Senate year, the Staff Senate Executive Committee would like to recognize Nicole Roth.

President Rachel Henry announced that for the LSU Staff Senator Service Award, in recognition of an individual member of the LSU Staff Senate who has provided outstanding service to the Senate for the 2019-2020 year, the Staff Senate Executive Committee would like to recognize Alyssa Kimmell.

Senators will receive their Certificates of Appreciation once we are back on campus.

Introduction of Elected Senators

President Rachel Henry announced the newly elected Staff Senators who were chosen to serve on the LSU Staff Senate.

Executive/Administrative/Managerial Category:
Tammy Millican, Facility & Property Oversight

Professional/Non-Faculty Category:
Jill Clemmons, Academic Programs Abroad
Ryan Harb, College of Human Sciences & Education

Alyssa Kimmell, College of Human Sciences & Education
John Lewis, Residential Life
Ali Marrero, Parking & Transportation Services
Gerald Sansoni, LSU Facility Services
Haley Shows College of Human Sciences & Education
Jenee' Slocum, LSU Manship School of Mass Communication
Megan Stone, Office of Strategic Initiatives
Derrick Wilson, Information Technology Services

Technical/Paraprofessional Category:
Igor Matkovic, LSU Facility Services

President's Closing Address – Passing of the Gavel

President Rachel Henry gave her closing address to the full Senate which read:

"This hasn't been the year I thought it would be. I didn't expect my term as Staff Senate president to end this way and I would be lying if I told you I wasn't a little disappointed. Last July, I invited you to share you challenges, observations, and needs so that we could get to work…and that you did. I aspired to affect and facilitate positive change on this campus for ALL staff, to alter momentum towards solutions, to push for increased staff representation on initiatives across campus, to create more development and recognition efforts, and to use this platform to advocate for necessary changes to policies and resources. While not all of those things came to full fruition this year, I am proud of a few specific things that did happen…

This year, we saw one of our resolutions become University Policy Statement - 63. We even were able to watch that policy in action when we presented an LSU flag to the family of a beloved staff member.

Additionally, we saw a second resolution come to life with the unveiling of more than 15 lactation rooms across campus and the creation of the LSU Parenting and Pregnancy Program.

We embraced relationships with the LGBTQ+, Black Faculty & Staff, and LatinX caucuses. Through listening to each other and supporting one another's initiatives, we became stronger. And that led to some intangible progress but we also saw tangible victories this year to include PREP being covered by LSU First and LSU Strategic Communication allowing preferred pronouns on business cards and email signatures.

We had knock out sales of Thanks a Grams and T-shirts that allowed us to further revamp our scholarships for staff and staff dependents.

We saw the Excellence and Enrichment Fund at the LSU Foundation grow and submitted a proposed framework for that fund to start serving staff members.

We enjoyed an engaging, beautiful, and more inclusive Holiday on Campus, even with stricter guidelines and expectations.

The Office of Human Resource Management agreed to offer in-person mandatory training sessions for staff without access to the necessary technology to complete before year-end.

We were asked to participate in 12 critical hire searches and interview processes.

Most recently, we were brought to the table when chaos hit and we were heard. Our survey reached over 600 staff and allowed our organization to represent and advocate for their specific needs.

And while this is far from an exhaustive list of what we as an organization accomplished in our year, my all-time favorite part of being Staff Senate president was being given the excuse to send over 1,500 "way to geaux" emails thanking staff for going above and beyond.

It was quite the year but it's important to me to acknowledge that no one person can hang their hat on these accomplishments because no one achieves anything alone, I want to formally share a few "shout outs"…

The heavy lifting of Staff Senate doesn't sit with the Exec, but with the various committee chairs, co-chairs, liaisons, and committee members. Thank you for representing Staff Senate this year and advocating for staff with such determination and gusto. I hate that our year was cut short because I was so looking forward to an incredible staff appreciation week, beautiful new employee receptions, and more! I know how hard you all worked this year and I appreciate you!

A lot of the work that executive committee had to do this year was hold me accountable and reign me in when I got a little too crunk. I'm so sorry you had to work so hard at those two things this year! Thank you to Tammy Renee Millican, Jonathan Levesque, Amber Salvadras, Trey Bickham and Hope Dawan for dreaming big, thinking out loud, digging for solutions, laughing when you wanted to eye-roll, and continually showing up and putting in more than the necessary effort for this organization and staff across campus. This year you each were relentlessly positive and it was a privilege to serve with each of you.

Lastly, the backbone of our organization is, without question, Melonie Milton. I literally do not know how this year would have gone without your flexibility, dedication, laughter, historical information, and willingness to do literally whatever is necessary to get the job done. I am so insanely appreciative of you!

As I've said before, I'm a firm believer that if something truly bothers you, it is your responsibility to do the work to fix it. I'm so proud of the work we did this year towards fixing the things that bother us and today, we can celebrate…but I know we have a lot more work to do, specifically in the realm of University policies, engagement, recruitment, and resources. I'm excited to see the progress this organization will make in the upcoming year and I'm selfishly very excited to get back into some committee work. I have no doubt Jonathan Levesque will lead us with his signature meticulous vigor that will further motivate us to continue to work hard at the work that is worth doing."

President Rachel Henry officially passed the gavel to President-Elect Jonathan Levesque.

President's Plaque

President-Elect Jonathan Levesque recognized President Rachel Henry for her Dedication and Service for participating in all of the committees that she had served on this year. Levesque also mentioned the President's Attendance Award to Henry who had perfect attendance at all of the Staff Senate meetings for the year.

President-Elect Jonathan Levesque also recognized President Rachel Henry for her dedication and service to the LSU Community and the LSU Staff Senate, as LSU Staff Senate President 2019-2020, and thanked her for all of her work this past year.

President Rachel Henry will receive her President's Plaque once we return to campus.

2020-2021 Executive Committee Officers

President Jonathan Levesque announced the new Staff Senate Executive Committee members are President-Elect Amber Salvadras, Secretary Jessica Aslin, Treasurer Catherine Herman, Member-at-Large Alyssa Kimmell, and Past-President (Ex-Officio) Rachel Henry.

Bylaw Amendment

President Levesque announced that the Bylaw Amendment is for a structural change for one of the Standing Committees. The *Finance & Governmental Relations Committee* will be changed to the *Community Engagement Committee*. The rationale is to further push the Staff Senate public awareness as well as to ingrain ourselves with everyday opportunities that we have to serve the campus. We are also going to look at pushing more social media oppressions and filling the vacancies that we have so that we can get more staff volunteers to serve on this organization. The Bylaw Amendment is posted in Microsoft Teams for review. New members will be included in Teams as well.

A motion to approve the Bylaw Amendment as written was made by Past-President Rachel Henry. The motion, seconded by Senator Nicole Roth, carried.

The Staff Senate approved the Bylaw Amendment with no abstentions.

Future Guest Speakers

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

New Member Orientation

President Levesque announced that an orientation will be scheduled on Zoom for new members to learn about the opportunities and expectations on the Staff Senate before their terms begin on July 1.

ANNOUNCEMENTS

Staff Senator Birthday

President Jonathan Levesque announced the following birthday:

- Senator Catherine Herman celebrated her birthday on June 10.
- Senator Mark Lee celebrated his birthday on June 11
- Senator Amber Bonner celebrated her birthday on June 15.

Happy Birthday!

Senator Jessica Aslin asked about the renaming of buildings on campus. Student Government is taking the lead on this and asked for staff support.

Senator Nicole Roth asked about international students returning to campus. Has anyone heard of these students having a difficult time returning to campus? Online classes will still be held in the fall even if we do return to campus.

MOTION TO ADJOURN – With there being no more business, Member-at-Large Alyssa Kimmell made a motion to adjourn. The motion, seconded by Past-President Rachel Henry, carried.

The meeting adjourned at 12:00 p.m.

Jessica Aslin, Secretary

JA/mm