

LSU | Staff Senate

MEETING MINUTES

August 18, 2021

President Amber Salvadras presided over the August 18, 2021, Staff Senate meeting held in the Training Room in the LSU Foundation Center for Philanthropy at 10:30 a.m.

Unclassified

Executive/Administrative/Managerial

P - Tammy Millican ('23)

Professional/Non-Faculty

P - Alvarez, Capri ('23)
P - Baldrige, Samantha ('24)
Pr - Braden, Laurie ('22)
P - Carney, Mo ('24)
Pr - Clemmons, Jill ('23)
Pr - Cummings, Ellen ('22)
P - Duplechain, Joshua ('24)
P - Garner, Karen ('22)
A - Garza, Jorge ('24)
P - Ghebreyessus, Walta ('22)
P - Harb, Ryan ('23)
P - Herman, Catherine ('22)
P - Hicks, Emmy ('24)
Pr - Law, Shemeka ('24)
Pr - Lee, Quinneka ('24)
A - Lewis, John ('23)
P - Levesque, Jonathan ('22)
Pr - Nickerson, Jon ('22)
Pr - Rafati, Karina ('22)
P - Roth, Nicole ('22)
P - Sansoni, Gerald ('23)
P - Sarkissian, Lindsay ('24)
Pr - Shows, Haley ('23)
P - Slocum, Jenee ('23)
P - Smith, Henri ('24)
Pr - Stone, Megan ('23)
P - Trahan, Amy ('22)
P - Washington, Valori ('23)
Pr - Williams-Carter, Tyrslai ('24)
A - Wilson, Derek ('23)

Classified

Skilled Crafts

P - Corbitt, Brent ('22)

Technical/Paraprofessional

Pr - Matkovic, Igor ('23)
P - Mark Nehlig ('24)

Clerical/Secretarial

Pr - Salesneves, Sarah ('22)
P - Salvadras, Amber ('22)
Pr - Sparks, Donna ('24)

Service/Maintenance

P - Christopher Hopkins ('24)
A - Robertson, Winkyessa ('24)

A – Indicates Absent
P – Indicates Present
Pr – Indicates Proxy

GUESTS:

Trevor Basehart, Residential Life
Linda Shaw, School of Social Work
Le Yan, Information Technology Services
Jane Verret, Campus Federal Credit Union
Anthony Ware, Campus Federal Credit Union
Retha Niedecken, Ombudsperson

CALL TO ORDER

The meeting was called to order by President Amber Salvadras at 10:30 a.m.

ATTENDANCE

There was a quorum with twelve proxies noted.

PLEDGE OF ALLEGIANCE

President Amber Salvadras led the Pledge of Allegiance.

APPROVAL OF THE MINUTES – July 21, 2021 Staff Senate Meeting

A motion to accept the minutes was made by Past-President Jonathan Levesque. The motion, seconded by President-Elect Tammy Millican, carried.

GUEST SPEAKER – JANE VERRET, CAMPUS FEDERAL CREDIT UNION

President Amber Salvadras introduced Jane Verret who is the President and Chief Executive Officer for Campus Federal Credit Union.

Jane Verret thanked the Staff Senate for the opportunity to speak today.

Verret mentioned that Campus Federal was established in 1934 by seven employees of Louisiana State University. Today, Campus Federal has grown to serve more than 50,000 consumer and business members with 10 locations throughout Baton Rouge, New Orleans and Shreveport. The bond between Campus Federal and Louisiana State University continues to remain strong.

They are a progressive financial organization providing flexible, competitive financial products coupled with quality member service while sustaining planned, diversified growth, which contributes to financial stability and sound financial performance.

They strive to be a true financial partner to their members throughout all financial stages of life. Their philosophy of people helping people is the guiding force behind their everyday service. As one of the nation's first credit unions and one of the largest in the state of Louisiana, you have a voice in everything we do. We're here to give back to the communities we serve.

At Campus Federal, The Board of Directors, Associate Board of Directors and their Supervisory Committee are members of the LSU Community and serve on their positions as Volunteers. In addition, some members on the Supervisory Committee serve as Ambassadors who are committed to strengthen ties with the LSU Community. Over the years, many Staff Senators' have served as Ambassadors as well.

The year 2020, brought more challenges than anyone could have anticipated with the pandemic, hurricanes and more. Through it all, they hope to have helped in some way. They quickly mobilized their staff to serve their members' needs in new ways. They extended loan deadlines, provided Payroll Protection Program (PPP) loans, waived checking account fees, enhanced digital service features, reshaped their community involvement and financial education efforts to a virtual platform, offered assistance following declared disasters and more.

Their ongoing investment in digital services and innovative technology prepared them to better serve their members during the pandemic. They enhanced their robust suite of digital products with the addition of Zelle. They expanded their contactless member service experience with additional Campus Connect ITMs statewide and expanded ITM service hours from 7 AM to 7PM. Additionally, they began implementing their Video Call Center platform enabling members to virtually speak with a variety of their financial experts at their convenience.

To complement these new and improved digital services, they launched their newest innovation, the digitally-driven Interaction Center at Long Farm Village. This modern banking center provides members with state-of-the-art technology while preserving face-to-face service and assistance. They also purchased property to begin development of our upcoming Siegen Lane facility.

Campus Federal Credit Union also conducts workplace Financial Education Sessions. Various departments have been participating in these sessions. They hold a graduation event for those members at the end of the sessions.

Jane Verret presented the Staff Senate with a contribution of \$250 to help with the Staff Senate Gift Fund.

President Amber Salvadras thanked Jane Verret for the contribution and attending the meeting today.

GUEST SPEAKER – RETHA NIEDECKEN, OMBUDSPERSON

President Amber Salvadras introduced Retha Niedecken who is the Ombudsperson at Louisiana State University.

Retha Niedecken thanked the Staff Senate for the opportunity to speak today.

Retha Niedecken joined the LSU community in 2018 and serves as the Ombudsperson for all LSU campuses including faculty, staff, undergraduate and graduate students, and

administrators. Retha is a licensed attorney, with extensive, prior experience practicing law in the areas of banking law, employment law, higher education, and governmental entities.

In 2019, Retha became a Certified Organizational Ombuds Practitioner (CO-OP®) and adheres to the ethical standards and practices established by the International Ombudsman Association, providing Ombuds services based upon the principles of Informality, Confidentiality, Neutrality, and Independence.

The Ombuds Office is an independent unit charged with providing a service that is not biased towards any particular group, be it management or employee, supervisor or subordinate, student or faculty. The goal of the office is to help the LSU community manage conflict constructively and cooperatively, and to support positive change.

The Ombudsperson helps resolve barriers to productivity and increase the quality of their experience at LSU. The Ombudsperson encourages fairness and equity through:

- Issue Resolution: Listening to concerns, identifying the core issue(s), creating and evaluating options for resolution
- Communication & Outreach: Promoting awareness of the Ombuds Office and training (i.e. workplace civility, techniques on resolving disputes, having difficult conversations with supervisors or co-workers)
- Systemic Change and Issue Prevention Identification: Listening, observing, contemplating, and adding information to identify trends or practices to senior management for systemic change or issue prevention

The Ombudsperson has the authority to contact university personnel, to gather information in the course of looking into a problem, to mediate or negotiate dispute resolutions and to bring concerns to the attention of those in authority.

The Ombudsperson does not have the power to change University rules or policies, but can make recommendations for change to those with the authority to implement them. The Ombudsperson may also make recommendations based on perceived trends.

Some of the Ombuds Office services include:

- Scope of Services
- Sounding Board
- Develop Options
- Communication Strategies
- Policy Assistance
- Correspondence Review
- Facilitation or Mediation
- Shuttle Diplomacy
- Resource and Referral Information

Some of the Ombuds Office limitations include:

- Not an Agent of Notice
- Not a Mandatory Reporter
- Does Not Participate in Formal Processes
- Not a Personal Advocate
- No Legal Advice or Mental Health Counseling
- Will Not Testify
- No Policy Authority

A face-to-face visit is often most effective, and the Ombuds Office offers a confidential place in which to meet. The Ombudsperson will schedule a meeting with you at a time that works best with your schedule, and extended hours are offered to accommodate different shifts.

To protect your privacy and to avoid waiting, unscheduled or unannounced visits are discouraged. The Ombudsperson will travel to Alexandria, Eunice, Shreveport, and New Orleans upon request.

To arrange a meeting, please contact the Ombuds Office at **225-578-2483**, or by email at ombuds@lsu.edu. Please note that email and voice mail communications are not confidential.

President Amber Salvadras thanked Retha Niedecken for attending today.

PRESIDENT'S REPORT

President Amber Salvadras reviewed relevant meetings in which she attended.

- July 26 - Attended a Zoom meeting with the Health and Medical Advisory Team, this was basically an information meeting to prepare for the upcoming Faculty Senate forum.
- July 29 – Attended a Q & A Panelist for the Faculty and Staff Forum. After this form, she pulled the transcript from the forum and the Q & A and formed some questions to bring to administration. There was a list of questions included in meeting packet.
- August 3 – Held the Executive Committee meeting in preparation for the month of August.
- August 5 – Attended the Council for Staff Advisors meeting; gave updates on what the Staff Senate is doing or planning and has done/accomplished over the summer.
- August 5 – The Executive Committee met with Clay Jones, Chief Human Resource Officer where they discussed staff concerns that have been brought up, he asked supervisors to be more flexible with remote work, also are updating the new hire orientation, calling is Geaux Gold, he created a new position for a training manager, working with Donna Torres to increase training opportunities
- August 9 – The Executive Committee met with Interim Provost Matt Lee where they discussed the plans for fall opening. Discussed staff related questions and has his staff

putting together an FAQ. Matt also is an advocate for the Faculty and Staff Professional Development Fund and is happy to assist with getting this going if needed.

- August 12 – Attended the Building Coordinator meeting, introduced myself as Staff Senate President and gave a brief description of Staff Senate; letting them know that we are here to be a voice for staff
- August 13 – The Executive Committee met with Donna Torres: announcement to come that employees will be required to get the COVID vaccine OR they will be required to test weekly, more details will follow. Employees will not be allowed to use the conscientious objector waiver (even though students will). Human Resource Management requested Staff Senate provide promotional items for the upcoming orientations; Amber requested funds for this from Donna and she agreed to cover this expense. Donna is also supportive of the Faculty and Staff Professional Development fund and happy to assist any way she can to get this going.
- August 16 – Attended the first zoom chat with SEC Staff Senate Presidents (to be continued) I reached out to the staff leadership from the SEC universities and invited them to join a zoom meeting to chat about their staff senates / councils, statuses of their universities, etc. The plan is to have to group meet once a month or so.

OLD BUSINESS

Proclamations

President-Elect Tammy Millican provided the second reading of the Proclamation of Gratitude for LSU President Tom Galligan for serving this past year which reads:

LSU Staff Senate Commendation 2021-01

A Proclamation

In RECOGNITION and APPRECIATION of the 27th President of Louisiana State University, A&M, Thomas Galligan

The LSU Staff Senate expresses its sincerest gratitude and appreciation for Thomas “Tom” Galligan and his outstanding service to LSU.

Galligan stepped into the role of interim President of LSU in January 2020, a year marked with intense challenges.

The Staff Senate commends Galligan’s steady hand and strong guidance in the face of the COVID-19 pandemic. From speaking to national media and holding numerous town halls to update students, faculty and staff and gather feedback, his accessibility and flexibility helped the university protect its constituents and transition to 100% online operations.

In the midst of the social justice awakening on LSU's campus, Galligan's leadership from the forefront ensured students and employees felt their voices were being heard. Galligan was present at numerous campus gatherings fostering thoughtful and responsive dialogue that moved the campus community to elevate and reflect on how systems, messages, and building names affect our diverse student body. As a result, LSU has become a standard bearer through its Roadmap to Diversity initiative that began under his presidency.

When notified of potential Title IX issues, Galligan demonstrated strength and integrity by commissioning Husch-Blackwell to do an investigation. Standing firm in the line of fire, Galligan once again provided exemplary leadership in order to provide a safe environment and protect students, faculty, and staff from sexual harassment through the creation of the new Office of Civil Rights and Title IX.

Tom Galligan taught at the Paul M. Hebert Law Center from 1986 until May 1998. He was named the Dr. Dale E. Bennett Professor of Law in 1997 and honored by students as the Outstanding LSU Professor six times. He returned to LSU as the commencement speaker in 2006 and then took on the role of Dean of the LSU Law Center in 2016 until being named LSU President in 2020. He currently serves as an LSU Law Center faculty member and holds the Dodson & Hooks Endowed Chair in Maritime Law and the James Huntington and Patricia Kleinpeter Odom Professorship.

The Staff Senate is appreciative of Tom Galligan, LSU President Emeritus, for his willingness to guide the university through such an unprecedented and challenging time in its history. It has been an honor to work with him and it is our hope that he continues to be a member of the LSU community.

A motion to accept the LSU Staff Senate Commendation 2021-01, was made by Senator Nicole Roth. The motion, seconded by President-Elect Tammy Millican, carried.

President Tom Galligan will be invited to a future meeting to be presented with his Commendation.

LSU Staff Senate Strategic Plan 2020-2025

The LSU Staff Senate Strategic Plan 2020-2025 was adopted by the full Senate and a copy was included in the meeting packet.

Staff Senate Budget/Gift Fund

Treasurer Catherine Herman provided a written financial report that was included in the meeting packet for review by the full Senate. Herman mentioned the balance of the Staff Senate Gift Fund with consideration of Campus Federal's contribution.

Staff Senate Apparel/Photos/Placards/Name Tags

Staff Senate Administrative Coordinator Melonie Milton announced that the Staff Senate has reached the 12 piece minimum to order. She is compiling orders to place with the vendor and will send each Senator who ordered an invoice for their items.

The Office of Communications & University Relations has opened the scheduling application for those who would like to take a professional photographed headshot for the Staff Senate website. Please send the Staff Senate Office a copy once you receive from the photographer.

The list of those Senators interested in Door Placards and name badges are being drafted and ordered with those appropriate vendors.

Future Guest Speakers

If anyone has any suggestions for a Guest Speaker, please send those to the Executive Committee.

NEW BUSINESS

Staff Senate Appointment

President Amber Salvadras announced that the Executive Committee approved the following appointments:

- Amy Trahan from the College of Music and Dramatic Arts to fill the Unclassified Employee group vacancy from Mark Lee's resignation through June 2022.
- Capri Alvarez from the Office of the University Registrar to fill the Unclassified Employee group vacancy from Ali Marrero's resignation through June 2023.
- Valori Washington from the Office of Enrollment Management to fill the Unclassified Employee group vacancy from Alyssa Kimmell's resignation through June 2023.

The Staff Senate also welcomed Le Yan who is a member of the Asian, Asian American Pacific Islander and the Faculty and Staff Liaison through June 2022.

Charles E. Dunbar Jr. Career Civil Service Award

Nominations are open for the Charles E. Dunbar, Jr. Career Civil Service Award, an annual state-wide award for civil service employees. The Dunbar Award is the highest honor a classified state employee can receive for their service to the citizens of Louisiana. Nominations are open until September 23, 2021, at:

<https://www.civilservice.louisiana.gov/StateEmployees/Dunbar/default.aspx>

Please consider nominating someone at LSU and share with your colleagues in case they would like to nominate someone at LSU as well.

ANNOUNCEMENTS

Staff Senator Birthday

Staff Senator August birthdays:

- Senator Brent Corbitt celebrated his birthday on August 13.
- Member-at-Large Gerald Sansoni will celebrate his birthday on August 26.
- Senator Derek Wilson will celebrate his birthday on August 28.

Happy Birthday!

MOTION TO ADJOURN – With there being no more business, Senator Henri Smith made a motion to adjourn. The motion, seconded by Senator Samantha Bladridge, carried.

The meeting adjourned at 12:00 p.m.

John Nickerson, Secretary

JN/mm