

LSU | Staff Senate

MEETING MINUTES
January 19, 2022

President Amber Salvadras presided over the January 19, 2021, Staff Senate meeting held in the Harrison Boardroom at 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 - Braden, Laurie ('22)
P - Carney, Mo ('24)
P - Clemmons, Jill ('23)
P - Cummings, Ellen ('22)
P - Duplechain, Joshua ('24)
A - Garner, Karen ('22)
Pr - Garza, Jorge ('24)
P - Ghebreiyessus, Walta ('22)
P - Harb, Ryan ('23)
P - Herman, Catherine ('22)
P - Hicks, Emmy ('24)
A - Law, Shemeka ('24)
Pr - Lee, Quinneka ('24)
A - Lewis, John ('23)
Pr - Levesque, Jonathan ('22)
P - Nickerson, John ('22)
A - Rafati, Karina ('22)
Pr - Sansoni, Gerald ('23)
P - Shaw, Linda ('24)
A - Shows, Haley ('23)
P - Slocum, Jenee ('23)
P - Smith, Henri ('24)
P - Stone, Megan ('23)
P - Trahan, Amy ('22)
A - Walker, Jason ('24)
P - Washington, Valori ('23)
P - Williams-Carter, Tyrslai ('24)
A - Wilson, Derek ('23)
A - Yan. Le ('22)

Classified

Skilled Crafts

Pr - Corbitt, Brent ('22)

Technical/Paraprofessional

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

Clerical/Secretarial

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

Service/Maintenance

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

A – Indicates Absent

P – Indicates Present

Pr – Indicates Proxy

GUESTS:

Lonnie Bennett, Facility and Property Oversight
John Blanchard, Facility and Property Oversight
Henry Johnson, Facility and Property Oversight
Edgar Broussard, Facility and Property Oversight
Ira Johnson, Facility and Property Oversight
Aaron Cherry, Facility and Property Oversight
Michael McInnis, Facility and Property Oversight
John Teasley, Facility and Property Oversight
Linda Hebert, Family Member of James Hebert
Glenda Hebert, Family Member of James Hebert
Killian Dumont, International Cultural Center
Jenn Kennison, International Programs
Brian Favela, Parking and Transportation Services
Flo Williams, Athletics
Anthony Ware, Campus Federal Credit Union
Roxane Berthelot, Campus Federal Credit Union
Casey Coughlin, Campus Federal Credit Union

CALL TO ORDER

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

ATTENDANCE

There was a quorum with six proxies noted.

PLEDGE OF ALLEGIANCE

President Amber Salvadras led the Pledge of Allegiance.

APPROVAL OF THE MINUTES – December 15, 2021 Staff Senate Meeting

A motion to accept the minutes was made by Senator Megan Stone. The motion, seconded by Senator Capri Alvarez, carried.

GUEST SPEAKER – BRIAN FAVELA, PARKING AND TRANSPORTATION SERVICES

President Amber Salvadras introduced Brian Favela with LSU Parking and Transportation Services.

Brian Favela thanked the Staff Senate for the opportunity to speak with the group today. He mentioned that he has over 20 years of experience in the parking and transportation industry.

He is a military veteran and is currently a Doctoral student with an anticipated graduation date of May 2023.

Brian began by sharing a presentation on initiatives that Parking and Transportation is working on.

He shared his department is already making changes in the 4 months that he has been at LSU. They are using a balanced approach when planning initiatives and projects. They are letting the data drive their decisions as they grow their customer-centered mindset so they can focus on results.

Brian mentioned their customer focus is to continue the roll-out of the Transportation Mobility Plan, to provide different parking products and to improve customer communications. He also mentioned some of the internal business processes of developing and documenting their standard business practices, growing their strategic partnerships and to reimagine the transit system.

Parking and Transportation Services needs to become self-sufficient, become more open and transparent through reporting and to find alternative revenue opportunities. They want to be actively engaged with the LSU Community.

Brian mentioned what they have done so far which included a waitlist clean-up where 210 individuals were placed in "C" permit parking lots. The AgCenter lot changed from resident only to mixed use for both commuters and residents. He has realigned his team within the department. The Law Center lot also has available parking due to an available parking pilot project.

Some of the projects underway include:

- Continue to clean-up "C" parking permit lot wait lists
- Explore and implement "B" parking permit solutions
- Conduct quarterly physical lot counts
 - Beginning February 2022
- Install parking occupancy counting systems in most commuter lots
- Offer different parking permit options to all customers
- Virtual sales environment
- Communications – Opt-In solution

Brian mentioned some "B" parking permit facts:

- There were 2057 "B" parking permits sold
- There are only 1990 "B" parking permitted spaces available which is a 3% oversell (25% - 50% is the industry standard)

Their focus is to clean-up the "C" parking permit wait lists and to collect occupancy data.

The 210 individuals who were placed in “C” parking permitted lots impacted 8 available “B” parking permit spaces.

Their focus is to collect occupancy data, focus on offering other nearby “C” permit parking spaces to wait list customers and to publish open “C” parking permit spaces where available where no wait list exists.

The floor was opened for questions.

President Salvadras thanked Brian Favela for attending today’s meeting.

PRESENTATION OF FLAG TO THE FAMILY OF JAMES HEBERT

President Amber Salvadras announced that the Staff Senate would like to present the flag honoring Mr. James Hebert, Jr.

Mr. Hebert was a native of Plaquemine, Louisiana. He was hired at LSU on December 14, 1998 and worked as a Heating, Ventilation and Air Conditioning Refrigeration Master Mechanic. Mr. James Hebert, Jr. passed away on August 8, 2021, with 22 years, 7 months, and 25 days of service as an employee of LSU.

As LSU Policy Statement 63 states, in cases of employees with 10 or more years of service at LSU, an LSU flag will be flown in honor of the deceased employee. The flag will be flown for 24 hours then folded and placed in an engraved case with the name and date that it was flown in the employee’s honor.

Mr. James Hebert, Jr.’s flag was flown over the Parade Grounds on November 5, 2021.

President Amber Salvadras announced that it is an honor for her to be able to present this flag to the family of Mr. James Hebert, Jr.

It was also announced that several of Mr. Hebert’s co-workers who made the case that the flag was placed in, signed the bottom of it.

GUEST SPEAKER – KILLIAN DUMONT, INTERNATIONAL CULTURAL CENTER

President Amber Salvadras introduced Killian Dumont with the LSU International Cultural Center.

Killian Dumont thanked the Staff Senate for the opportunity to speak with the group today. She wanted to speak with the full senate today to mention the changes that they have happening and to seek staff support.

The International Cultural Center serves to promote internationalization at LSU, foster friendships, and facilitate greater interaction and understanding among international students at LSU and the Capital Area community through educational, cultural, and social activities, events and meetings.

The International Cultural Center supports the LSU international population through:

- Inviting student, scholar, faculty and staff to participate in ICC programming
- Collaborating with LSU colleges, departments, community partners, and registered LSU student organizations to broaden the scope of events at the ICC.
- Providing opportunities for event and programming requests, volunteering, student employment, and feedback
- Hosting a roommate search board for students to find housing in Baton Rouge

They are currently working a new swap shop where donations of household items are received and students can shop for what they would like to use while they live on campus. There is a high demand for pots and pans and small kitchen appliances.

They are also looking for volunteers to provide temporary housing and transportation in case of emergency situations. This network would be in place for those who may need a place to stay or a ride to/from the airport. They hope to publish a newsletter soon to help get the word out.

President Salvadras thanked Killian Dumont for attending today's meeting.

PRESIDENT'S REPORT

President Amber Salvadras reviewed relevant meetings in which she attended.

- December 20 - Attended a meeting with Dan Bureau who is the Assistant Vice President for Student Health and Wellbeing. In his short time at LSU, he has come to learn about the campus environment for our students related to wellbeing. He has noticed some challenges that we are facing in staff wellbeing as well. He said "As Staff Senate President, I know this is of importance to you and I want to be helpful in steps to address such concerns." He will be invited to join a future meeting to discuss further
- January 7 – Held the Executive Committee meeting in preparation for the month of January
- January 10 – Attended a meeting with Donna Torres to provide an update on what the Staff Senate is working on
- January 14 – Attended a meeting with the Administrative Process Improvement Committee (APIC). The primary purpose of APIC is to provide a forum for employees to identify potential opportunities for improvement in our operational and administrative processes and procedures. Aiming for a balanced ethical, inclusive, and simple operational process should be a frequent task when either designing or reviewing administrative processes campus-wide. Excellence in operational processes can be best achieved when systemic issues are identified, remedied, and eliminated. Some common systemic issues may include excessive checkpoints, bottlenecks in process, and the continued use of traditional practices without a present purpose or without consideration for new technologies

- January 14 – Attended a meeting with Ryan Landry with Academic Affairs to discuss Policy Statement 63 regarding the death of a student or employee for clarification of the flag process. Several representatives from Human Resource Management, the President’s Office, and Tracy Blanchard were in attendance

COMMITTEE REPORTS

Campus Communicators

Senator Josh Duplechain reported that the Campus Communicators met on December 15, 2021. He provided a written report that was included in the meeting packet for review.

University Council on Gender Equity

President-Elect Tammy Millican reported that the University Council on Gender Equity (UCGE) met on January 7, 2022. She provided a written report that was included in the meeting packet for review.

OLD BUSINESS

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.

Staff Senator Photos

Staff Senate Administrative Coordinator Melonie Milton announced that the apparel items are still available for pick-up in 330 Thomas Boyd Hall.

The Office of Communications & University Relations has paused scheduling due to the high number of positive Covid-19 cases. Their plan is to resume taking them next month as long as the number of positive cases goes down. They will update their availability for scheduling as soon as it is safe to do so.

Future Guest Speakers

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

NEW BUSINESS

February Meeting

Matt Lee with Academic Affairs.

Tiffany Mason with the Office of Risk Management.

ANNOUNCEMENTS

Staff Senator Birthday

Staff Senator January Birthdays:

- Senator Mark Nehlig celebrated his birthday on January 3.
- President-Elect Tammy Millican celebrated her birthday on January 5.
- Senator Jenee Slocum celebrated her birthday on January 7.
- President Amber Salvadras celebrated her birthday on January 8.
- Senator Capri Alvarez celebrated her birthday on January 8.
- Senator Laurie Braden will celebrate her birthday on January 20.
- Senator Emmy Hicks will celebrate her birthday on January 21.
- Senator Ryan Harb will celebrate his birthday on January 23.

Happy Birthday!

President Amber Salvadras announced that former Staff Senate President from 2003-2004, Renee Pierce has retired from LSU after 22 years of service. Renee worked in the Manship School of Mass Communication. The LSU Staff Senate is sending her an Amazon Gift Card along with a greeting card if anyone would like to sign it.

President Amber Salvadras congratulated Senator Laurie Barden who recently got married. The LSU Staff Senate sent her an Amazon Gift Card along with a greeting card as well.

MOTION TO ADJOURN – With there being no more business, Senator Jenee Slocum made a motion to adjourn. The motion, seconded by President-Elect Tammy Millican, carried.

The meeting adjourned at 12:00 p.m.

John Nickerson, Secretary

JN/mm