



STAFF SENATE MINUTES

MINUTES

AUGUST 19, 2015

9:04AM

**UNIVERSITY LIBRARY,
ROOM 622**

ATTENDEES	Kelli Cole, Kristi Davis, Michael Davis, Katie Dawson, Chance Eppinette, Amy Estes, Russell Hollis, Treina Landrum, Meghan Mazza, Sabrina McClain
ABSENT (EXCUSED)	Jarrod Breithaupt, Jason Dunavant, Richard Duran

Agenda topics

CALL TO ORDER	A regular meeting of the Staff Senate was held on August 19, 2015 in the University Library, Room 622 and called to order at 9:04 am by Kelli Cole, President. A quorum was present.
MINUTES	Minutes from the May 13, 2015 meeting will be emailed to the committee by President Kelli Cole before the September 2015 Meeting. Approval of those minutes and the August 2015 meeting minutes will be conducted during the September 2015 meeting.

DISCUSSIONS	<p>A list of the members on each committee was passed out and President Kelli Cole reviewed the duties of each committee. The Communications Committee needs to work on updating the Staff Senate website.</p> <p>The question was asked if we are just going to do a general synopsis of the minutes instead of including specific names. It was decided at the May 2015 meeting that we would only do a brief synopsis.</p> <p>Committees will only meet depending on what is going on. The Staff Welfare Committee needs to update the Staff Handbook, which was not updated last year.</p> <p>The cabinet met with Senator David Vitter who is running for governor. It was recommended that the Staff Senate take the initiative to have other candidates visit the campus. President Cole will check to see if we can get other candidates to come to ULM.</p> <p>The question was asked if we have a group on campus that lobbies for us? We cannot have a lobbying group on campus. However, we all need to be aware of what is going on. UL-Lafayette has a group that</p>
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lobbies issues and has invited us to join them. More information will be gathered about what the group at UL-Lafayette does.

Who would we like to come as guests to talk to the Senate?

- Vice-Presidents – Issues that we would like for them to discuss include:
 - Time clocks - They are still working on some HR issues before fully implementing the time clocks. Members of the Staff Senate feel that the Senate should not take a stand for or against the time clocks. However, we can gather some information that can be passed out to the general staff.
 - Budget
 - Office 365 – The University should be making the transition to Office 365 sometime during the Fall 2015 semester. With Office 365, we will still have the same domains and emails. Username changes is one of the Computing Center’s concerns. A big bang rollout will be utilized with the student body around Fall break. The rollout will be completed in phases for the faculty/staff because the Computing Center will have to physically make changes to each office computer. Office 365 will provide more storage (unlimited), perpetual email accounts for students, and there should be no problem migrating everything over to the new system.
- Shared Sick Leave Policy – Communications need to be sent out to the staff regarding the new policy. In order to request leave, you have to submit a letter requesting leave and documentation of why you will be out. Classified staff have a different leave policy than the unclassified staff.
- Tuition Waiver Policy – President Bruno wants to put together an ad hoc committee to discuss the policy that will be partially composed of two people from the Staff Senate and two people from the Faculty Senate. President Cole has submitted names to President Bruno, and he will send an email letting us know who he has chosen to represent the Staff Senate. The goal is for the committee to be done by October 1st so that new policy can be implemented by January 2016. Under the current policy, there are no waivers for eULM courses, the employee must be enrolled in a degree-seeking program, and only the employee’s **first** graduate level degree from ULM is eligible for the waiver. Waivers have significantly increased in the past few years. It’s a great benefit, but also a cost to the university. The question was asked if the concerns surrounding the waiver are employee centered or dependent centered. It was suggested that a committee look at how many people are getting refund checks because of waivers (this includes TOPS and academic scholarships). It was noted that when Senator Vitter visited the campus, he mentioned placing a cut-off/cap on TOPS.
- Availability of the SUB when the students and faculty are not on campus – Aramark has reported that they have very little business during breaks. Some of the committee sees Aramark’s

pricing as a big issue. Also, Aramark needs to send out communications informing the university community of their hours. When Aramark is not open, the Child Development Center also closes. The employees at the CDC are 12 month employees, but they have to close because Aramark provides their meals. It was recommended that a plan be presented to Dr. Richters. Perhaps, the Staff Senate can send out a survey to the staff to see how many Staff members use the facilities. This is an issue for the Staff Welfare Committee.

- Information on Course Changes – Information on course changes is not communicated in a timely manner. Course changes are sent to Baton Rouge during the Spring semester.

The regular meeting time will be changed to the third Wednesdays at 10am.

We will check on possibly getting someone to sponsor Staff Senate Lunches.

Please email Sabrina McClain or the President to let them know if you are unable to attend the meeting.

Next Regular Meeting September 16, 2015 at 10:00am, Library 622

CONCLUSIONS There being no further business the meeting was adjourned.