

Staff Senate Meeting Minutes
Thursday, March 17, 2022 - 1:00 PM

Senators Present: Daniel Manuel, June Guillory, Donald Collins, Junetha Silas

Absent: Richard Robinson

Guests: John Rowan, Connie Cooper, Linda Smith, Chancey Slider, Victoria Willemarette

Chaired by: Takeyra Wagner

Minutes Taken by: Takeyra Wagner

Purpose: To address Staff Senate issues addressed by the agenda and hear updates from senators and the LSUA community

Takeyra called meeting to order at 1:00 PM.

Motion to Approve Previous Meeting Minutes

- No meeting minutes to approve at the meeting. Takeyra is still working on them. Minutes will be available at the next meeting. Takeyra asked for volunteers to help with minutes since Staff Senate does not have a secretary yet.

Dr. Rowan's Announcements

Dr. Rowan likes to attend the Staff Senate Meetings when he is available and likes to keep up with what Staff Senate is discussing. He mentioned the LSUA Strategic Plan and provided a link to the plan. He wanted Staff Senate to be aware of the core goals and objectives for the next several years at LSUA. He said it's a good roadmap for us for the next several years. Dr. Rowan extended his assistance to Staff Senate and that anyone can reach out to him with questions.

Open/Old Business

- Staff Senate Newsletter
 - Currently on hold because Takeyra does not have any content. She asked for help with content and asked Senators to send her content. She would like to start back the newsletter in April. She asked Daniel for him nomination for Staff Spotlight.
- Staff Senate Nominations
 - Takeyra consulted with June Guillory about the Staff Senate Nomination process. Nominations should be extended to June 2022 according to the Staff Senate Bylaws. Elections for Staff Senate spots will take place in June 2022. There is one vacancy in Category 3. Category 4 is filled. 1 vacancy for Category 1, 2 vacancies for Category 5, and 2 vacancies for Category 6, 2 vacancies for Category 7. We

will not reopen Category 3 because it is currently filled from this year's earlier nominations.

- Boss of the Year 2022
 - Deadline for nominations is March 18, 2022. Takeyra reminded everyone that the voting for Boss of Year is completed by three community members which she has selected from a last year list.
- Staff Senate Scholarship
 - Deadline for applications is March 18, 2022. Takeyra discovered that Staff Senate did not have enough funds in the Foundations account (approximately \$60) because of no fund-raising last year. However, in the Staff Senate Agency account there is approximately \$500 which will allow Staff Senate to fund one scholarship of \$250. Takeyra will notify senators when it's time to vote.

New Business

- Fundraising Ideas
 - Takeyra asked Staff Senate for help with fundraising ideas. An executive meeting may be scheduled to discuss fundraising with senators. June reminder Takeyra of some fundraising ideas she forwarded over. Those ideas included a Crab boil, plate lunches on the Quad from Chartwells, Gift Card Tree raffle, and World's Finest Chocolate. Daniel liked the Gift Card raffle idea. Takeyra said she will speak with Ethan Lipsey to see what his process was for collecting Gift Cards and will copy Daniel Manuel, so he is aware of what to do next year as President.
- Rotating Remote Work
 - Daniel had a few staff members suggest rotating remote work at least one day a week. He is looking for feedback on the idea. He said gas prices are rising, childcare is expensive, and everything is increasing in price with inflation. He mentioned that we were one of the first university to come back to fully on-campus work and we've been dealing with the epidemic and its fallout for 24 months now. He mentioned that some universities are still working at least partially remote. Daniel said to leave remote work up to department discretion and of course not everyone should be on remote work at the same time. There are a lot of jobs these days that are advertising remote work or flexible work.
 - Takeyra and Junetha both liked the idea. Junetha mentioned that in the Accounting office they would rotate staff members when the campus was closed. Donald Collins mentioned that there are employees on campus that have not worked remotely such as Facilities and the Police Department. Donald asked how would these employees fit into the grand scheme of working from home. He said that the Police Department will not be working from home.

- Daniel asked if it was worth continuing the conversation. Takeyra and Donald agreed. Daniel will write up the suggestion and carry the conversation on.

Other Business/Senator Reports

- June Guillory – No reports at the time.
- Donald Collins – No reports at the time.
- Junetha Silas – No reports at the time.
- Daniel Manuel – At the heat of advising season in prep for registration to open. Planning for April events. April 6 will have Graduate School Fair. April 7 will be the Crawfish Boil and Generals Jam. Toward the end of the month will have events related to Sexual Assault Awareness. Recommended that all keep an eye out for events from Student Life.
- Takeyra Wagner- IET just released the Cybersecurity Awareness Training for employees. PowerCampus and Self-Service upgrades have been postponed for more testing. Working on a lot of document for Self-Service.

Open Forum/Comments from the Public

- Linda Smith responded in the Zoom Chat that whatever we decide regarding remote work should be fair to all.
- Linda Smith recommended a garage sale for fundraising. She said to make sure it doesn't overlap with BCM though.

Motion to end the meeting: ended at 1:24 pm

- Motion by: Takeyra Wagner
- Seconded by: Donald Collins