

LSU | Staff Senate

MEETING MINUTES

March 15, 2023

President Tammy Millican presided over the March 15, 2023, Staff Senate meeting held in the Barnes & Noble at LSU Event Room at 10:30 a.m.

Unclassified

Executive/Administrative/Managerial

P - Tammy Millican ('23)

Professional/Non-Faculty

P - Alvarez, Capri ('23)

A - Bates, Kelli ('23)

P - Campen, Ryan ('23)

P - Carney, Mo ('24)

A - Cummings, Ellen ('22)

P - Duplechain, Joshua ('24)

A - Gresham, Deanna ('23)

P - Guttner, Ginger ('23)

A - Hicks, Emmy ('24)

P - Jackson, Percy ('23)

P - Kennison, Jennifer ('25)

P - Lee, Quinneka ('24)

P - Miller, Cassandra ('23)

P - Oster, Anthony ('24)

P - Phelps, Olivia ('23)

A - Rafati, Karina ('23)

A - Sansoni, Gerald ('23)

P - Shaw, Linda ('24)

P - Shows, Haley, (23)

P - Slocum, Jenee ('23)

P - Smith, Henri ('24)

P - Trahan, Amy ('25)

P - Walker, Jason ('24)

P - Washington, Valori ('23)

A - Williams-Carter, Tyrslai ('24)

A - Wilson, Derek ('23)

Classified

Skilled Crafts

P - Constance, Taylor ('25)

A - Corbitt, Brent ('24)

Technical/Paraprofessional

P - Matkovic, Igor ('23)

A - Nehlig, Mark ('24)

Clerical/Secretarial

A - Broussard, Margaret ('23)

A - Salesneves, Sarah ('25)

P - Salvadras, Amber ('23)

A - Sparks, Donna ('24)

Service/Maintenance

P - Robertson, Winkyessa ('24)

A - Indicates Absent

P - Indicates Present

Pr - Indicates Proxy

GUESTS:

Sandi Gillilan, Office of Institutional Effectiveness
Elizabeth Schick, School of Veterinary Medicine
Jessie Gray, School of Veterinary Medicine
Simone Adams, School of Veterinary Medicine
Tammy Dugas, School of Veterinary Medicine
Alfonso Lockett, LSU Athletics
Carmela Mattza, Faculty Senate
Zach Isenhower, Faculty Senate
Casey Coughlin, Campus Federal Credit Union
Roxane Berthelot, Campus Federal Credit Union

CALL TO ORDER

The meeting was called to order by President Tammy Millican at 10:30 a.m.

ATTENDANCE

There was a quorum with no proxies noted.

PLEDGE OF ALLEGIANCE

Senator Jason Walker led the Pledge of Allegiance.

APPROVAL OF THE MINUTES – February 15, 2023, Staff Senate Meeting

A motion to accept the minutes was made by President-Elect Joshua Duplechain. The motion, seconded by Senator Jenee Slocum, carried.

SCHOLARSHIP AWARDS PRESENTATION

President Tammy Millican recognized the recipients of the 2022-2023 Staff Senate Fee Support Scholarship Award for staff employees.

The spring 2023 Recipients are:

Elizabeth Day-Schick is pursuing a Bachelor Degree in Apparel Design. After graduation, she would love to work with historical costumes. Elizabeth works with the School of Veterinary Medicine

Alfonso “Justin” Lockett is pursuing a Bachelor Degree in Marketing. After graduation, he would like to work in a professional staff position with the Athletic Department. Justin works with LSU Athletics.

Joshua James Allred is pursuing his Master’s Degree in Higher Education Administration. After graduation, he plans to continue working in his position as the Manager of Student Services for

the College of Agriculture.

Jessie Gary is pursuing her PhD in Higher Education. She is also considering a cognate in Curriculum Studies. Jessie works with the Office of Research at the School of Veterinary Medicine.

Laura Dean was unable to attend today's meeting but she is pursuing her doctoral degree in Higher Education Leadership where she has a specific research in International Education.

The Staff Senate congratulated this semester's recipients.

GUEST SPEAKER – SANDI GILLILAN, OFFICE OF INSTITUTIONAL EFFECTIVENESS

President Tammy Millican introduced Dr. Sandi Gillilan who serves as Associate Vice Provost for the Office of Institutional Effectiveness and provides leadership for accreditation, planning assessment, program review, and accountability initiatives. She is the Chair of the IT Governance Council and Co-Chair of the Institutional Effectiveness Council. She joined LSU in 2014 after spending seven years at the Illinois Board of Higher Education. Overall, Sandi has over 20 years of experience in higher education spanning a wide array of areas, including accreditation, institutional effectiveness, accountability, change management, budget, performance, and policy.

Dr. Sandi Gillilan thanked the Senate for the opportunity to speak about the SACSCOC Reaffirmation 2024.

Gillilan spoke about why the reaffirmation and accreditation matters.

Accreditation by SACSCOC is a statement of the institution's continuing commitment to quality and integrity as well as its capacity to provide effective programs and services based on agreed-upon accreditation standards.

Specific Impacts:

- Eligibility to receive federal funds_(institution and students)
- Students: Transfer credits, employment, graduate education
- Quality: Highly qualified faculty and staff will not pursue employment at non-accredited institutions; Academic Programs
- Athletics: NCCA membership requires institutional accreditation

Gillilan explained the reaffirmation overview with regards to compliance certification where she named a few of the 73 standards to include a narrative and supporting evidence that is due by September 1, 2023. She also discussed the Quality Enhancement Plan (QEP) where LSU QEP 2024 topic is to further strengthening teaching and learning of undergraduate communication skills campus-wide. The QEP proposal development leadership includes Jackie Bach who is Vice Provost of Academic Programs and Support Services and Rebecca Burdette who is the Director with Communication across the Curriculum.

Gillilan mentioned the LSU approach and the groups working with the LSU Leadership Team, LSU SACSCOC Steering Committee, LSU QREP Teams, and LSU Office of Institutional Effectiveness (OIE).

There is an overarching guiding philosophy of integrity, transparency and collaboration.

The SACSCOC 73 standards have 14 sections that include:

- Integrity
- Mission
- Basic Eligibility Standards
- Governing Board
- Administration and Organization
- Faculty
- Institutional Planning and Effectiveness
- Student Achievement
- Education Program Structure & Content
- Education Policies, Procedures & Practices
- Library & Learning/Information Resources
- Academic & Student Support Services
- Financial & Physical Resources
- Transparency & Institutional Representation

The LSU SACSCOC Reaffirmation Timeline is as follows:

- Fall 2022 – Draft narratives shared with OIE for initial review/feedback
- Spring 2023 – Final narratives based on review/feedback
- May 2023 – Steering Committee final comprehensive review
- July 2023 – SACSCOC Leadership Team review/approval
- August 2023 – OIE final edits, verifying evidence and links, packaging, etc.
- September 1, 2023 – Submit Compliance Certification (73 Standards) to SACSCOC
- October 31-November 3 – Off-Site Peer Review
- January 2024 – Respond to Off-Site Review (focused reports, as needed)
- Spring 2024 – Extended Communication Campaign
- April 2-4, 2024 – On-Site Peer Review Visit

Dr. Sandi Gillilan shared her contact information for any feedback.

The floor was opened for questions.

President Millican thanked Dr. Sandi Gillilan for attending today's meeting.

GUEST SPEAKER – CARMELA MATTZA AND ZACH ISENHOWER, FACULTY SENATE

President Tammy Millican introduced Carmela Mattza and Zach Isenhower who are Faculty Senate Liaisons for Staff Senate.

Zach Isenhower mentioned that in response to concerns voiced during last month's visit from Mark Beiger with the Office of Strategic Planning, a few Faculty Senate members met to discuss how Faculty Senate might show support for our staff colleagues. They would like to draft a Faculty Senate resolution that the new LSU mission statement and related language be revised to clearly include staff.

Secondly, they understand Staff Senate organizes staff appreciation and recognition events, and they want to contribute. Staff Appreciation Week would be a good way to educate the broader LSU community on the wide range of crucial work staff members perform. They also invite staff to send copies of their concerns regarding building conditions to Faculty Senate Secretary Meredith Veldman at hyveld@lsu.edu. They feel that combined efforts from Staff Senate and Faculty Senate will draw greater attention. They said they are here to listen and get a better sense of how Faculty Senate members can help coordinate.

The floor was opened for questions.

President Millican thanked Carmela Mattza and Zach Isenhower for the support of the Faculty Senate.

PRESIDENT'S REPORT

President Tammy Millican reviewed relevant meetings she attended.

- February 16 - met with Faculty Senate President regarding come concerns with the Early Childhood Education Laboratory Preschool
- February 17 – met with Provost and the Need Prioritizing Working Group to discuss the final report
- February 24 – met with the Staff Appreciation Committee to discuss the New Staff Receptions and Staff Appreciation Week events
- February 27 – attended the Campus Communicator Meeting
- March 1 - attended the Staff Senate Executive Committee Meeting
- March 2 - attended an Insider's Guide to TEAMS Training
- March 8 – met with Co-Chairs of the Staff Appreciation Committee

President Millican announced that Senators Shemeka Law and Christopher Hopkins have resigned their seats on the Staff Senate.

COMMITTEE REPORTS

Appreciation & Events

The New Staff Receptions will be held tomorrow, Thursday, March 16, at 8:30 a.m. for Breakfast and at 4:30 p.m. for dinner at the Club. Staff resource vendors and some of the Caucuses will attend as well. Events for Staff Appreciation Week are being planned, including a t-shirt giveaway. The Staff Tailgate will be held at Tiger Park for LSU Softball against Mississippi State on Friday, April 21, at 4:30 p.m. Senators were encouraged to volunteer for both events that are scheduled.

Education & Professional Development

The TEAMS Training recording will be shared with the full Senate.

OLD BUSINESS

Staff Senate Budget/Gift Fund

Treasurer Henri Smith provided a written financial report that was included in the meeting packet for Senate review.

General Election Timeline

Staff Senate General Elections – 2023 (Amended)

February 24, 2023 - Staff Employee Lists requested from HRM

March 6, 2023 - Call for Nomination (Candidacy Form on the website)

March 24, 2023 - Deadline for nomination forms to be returned to the Staff Senate office

March 31, 2023 - Deadline for nominees to withdraw

April 3, 2023 - Ballots distributed to Staff (per Category)

April 14, 2023 - Deadline to return ballots to the Staff Senate office

April 17, 2023 - Tabulate results; notify winners

NEW BUSINESS

Staff Senate Fee Support Scholarship Amendments

President Millican announced that the Staff Senate Fee Support Scholarship agreement has been amended to increase the amount of the award from \$500 to \$1,000 per semester, effective fall 2023.

A motion to accept the Staff Senate Fee Support Scholarship, as amended was made by Senator Jenee Slocum. The motion, seconded by Treasurer Henri Smith, carried. All were in favor with no Abstentions.

April Meeting

There was a discussion for proposed guest speakers for the rest of the Senate year.

ANNOUNCEMENTS

Graduate Student Appreciation Week will be held March 27 – 31, 2023. The Graduate Research Conference will be held on April 26.

The Botanical Gardens Plant Sale will be held on March 25, 2023, from 8 a.m. – 2 p.m.

The Black Scholars Award Program will be held on April 2, 2023, at 3 p.m. The Founder's Legacy Celebration will be held on May 25, 2023, at 2 p.m.

Staff Senator Birthday

Staff Senator March Birthdays:

- Senator Igor Matkovic celebrated his birthday on February 12, but was unable to attend last month's meeting
- Staff Senate Administrative Coordinator Melonie Milton will celebrate her birthday on March 23

Happy Birthday!

MOTION TO ADJOURN – With there being no more business, Senator Amy Trahan made a motion to adjourn. The motion, seconded by Secretary Quinneke Lee, carried.

The meeting adjourned at 12:00 p.m.

Quinneke Lee, Secretary

QL/mm