

UNIVERSITY OF LOUISVILLE  
STAFF SENATE MEETING  
NOVEMBER 9, 2015

The Staff Senate of the University of Louisville met at 2:30pm on Monday, November 9, 2015 in the Chao Auditorium, on Belknap Campus, Chair Angela Lewis-Klein, presiding.

**VOTING MEMBERS PRESENT:**

**A&S:** Marian Vasser, Cynthia Jeffery, Brett Hirsch **BUSINESS:** Erica Gabbard **DENTISTRY:** Jackie Wells, Vickie Tencer, Nancy Trabue **EDUCATION:** Shannon Frey, John Morgan **GRAD SCHOOL:** Jackie Fryer **LAW:** Angela Beverly **LIBRARIES:** Rachel Hodge **MEDICINE:** Miranda Sloan, Lihua Zhang, Tatyana Tarakanova, Cathy Buckley, Lisa Hatter, Donna Bottorf, Skip Hurley, Angie Buck, Ruby Keith, Leslie Cooper, Amy Reid, Alex McWilliams, Will Armstrong, Diane Dougherty, Ellie Fridell, Bailey Baines **MUSIC:** Debby Kalbfleisch **NURSING:** Karen Rose **PRESIDENT'S OFFICE:** Tammy Lawson **PROVOST'S OFFICE:** Linda Leake, Will Adamchik, Wes Partin **PUBLIC HEALTH:** Vicki Lewis **SPEED SCHOOL:** Wendy Metcalf **VP-ATHLETICS:** Meg Peavy, Sabrina Haug, Matthew Banker **VP-F&BA:** Rhonda Gilliland, Sandy Russell, Aaron Graham, Steve Colston, David Schlaegel, Sally Molsberger, Bill Taylor, Kim Noltemeyer, Stephen Cotton, Paul Eitel, Carla Meredith, Jill Riede **VP-COMMUNITY ENGAGEMENT:** Susan Jenkins **VP-HEALTH AFFAIRS:** Gary Southard **VP-HUMAN RESOURCES:** Kathryn Doaty **VP-INFORMATION TECHNOLOGY:** Kathy Brashear, Melissa Shuter **VP-RESEARCH:** Angela Lewis-Klein ;Ann LaPerle **VP-S&GC:** Carol Norton **VP-STUDENT AFFAIRS:** Laurel Hajek, John Smith

**VOTING MEMBERS ABSENT:**

**A&S:** Ginger Brown **DENTISTRY:** Laura McKinney **KENT:** Kim Rogers **MEDICINE:** Kent Gardner, Andrea Robinson, Sherry Gainous, Shelly Reid, Patricia Moon, James McCracken **PROVOST'S OFFICE:** Erika DeSha, Valerie Casey **SPEED SCHOOL:** Patti Williams **VP-HEALTH AFFAIRS:** Caroline Stephens

**OTHERS IN ATTENDANCE:**

**CFO/COO:** Harlan Sands  
**AVP for Administration & Operations:** Jeanell Hughes  
**Faculty Senate Representative:** Dr. Robert Staat  
**SGA Representative:** Kaylee Brandt  
**PRESS:** Janet Cappiello (*UofL Today*)  
**Staff Senate Coordinator:** Gretchen Henry

**CALL TO ORDER – Angela Lewis-Klein**

Determining the presence of a quorum, Chair Lewis-Klein called the meeting to order.

**ACTION ITEM: Approval of the October 12, 2015 meeting Minutes – Angela Lewis-Klein**

There was no discussion of the October 12, 2015 meeting minutes. They were approved unanimously as distributed.

**PRESENTATION: Commonwealth Credit Union – Karen Harbin**

In February of this year, CFO/COO Sands first started looking into the credit union issue. After many months, he introduced Commonwealth Credit Union as UofL's new financial services provider. He introduced Karen Harbin, President and CEO of Commonwealth Credit Union, and the director for the new UofL branch, which will open in January 2016. Ms. Harbin said she is thrilled to become partners with UofL and gave an overview of the renovations to take place in the former KY Telco branch location. The company started in central Kentucky and is now headquartered in Frankfort. A branch recently opened on Frankfort Avenue in Louisville. It is a strong financial institution with over \$1B in assets. Ms.

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Harbin went over its products and services and said there will be specials for new members. CCU will offer the same, and more, services as KY Telco, and have multiple ATMs on campus. She is looking for sites on HSC. For more information, go to their website: (<http://www.ccuky.org/accounts/UofL.php>).

**REPORT: CFO/COO – Harlan Sands**

Mr. Sands updated the Senate on various topics. They included:

- The Policy & Procedure Library - This is a central location for University-wide policies and procedures. As the library is used more, unit policies and procedures will be added. He encouraged senators to become familiar with the site. Here is the URL: <https://sharepoint.louisville.edu/sites/policies/library/Pages/Welcome.aspx>
- Shared Services – Belknap Shared Services Center is getting started. Small work groups will be making recommendations to him by the end of the month. After the recommendations are submitted, a plan will be developed.
- Leadership Searches – Three searches are underway:
  - AVP Business Services
  - Facilities Management
  - Human Resources

Asked if the searches included internal candidates, Mr. Sands said it did, but the best candidate will be the one hired.

- New Classroom Building on Belknap – The site of the Crawford Gym has been chosen as the location for the new building. The designs are coming together that will transform that corridor of campus.
- SAC renovation - About \$40M has been dedicated for the SAC renovation. It will include a new dining area and an update to the athletic side. Asked about the Houchens Building, Mr. Sands said it just had its roof replaced and needs some work done to the outside. Asked about a bridge over the railroad (at the SAC), he said there was not enough money to include that in this plan. There is no plan to increase parking at the Floyd Street Garage. He is open to ideas regarding parking. The Board of Overseers has a committee studying the parking issue.
- He said the new pediatric building (on HSC) will be located on the other side of HCOC.
- The new Visitor Center was approved and funded by generous donations. Here is a link to his presentation: <http://louisville.edu/staffsenate/meeting-information/2015/presentations/sands1115>

**REPORT: AVP for Administration & Operations – Jeanell Hughes**

Ms. Hughes updated the Senate on the Performance Management Training Program. She said it is almost completed. She gave a brief background on the genesis of the development of the training. Last spring was the first time that there was 100% participation in the performance review process. She went through the feedback comments and found 4 common themes: Appreciation, Process/Methodology, Communication and Training/Accountability. Human Resources has partnered with the Delphi Center on training. Titled, *Performance Takes Flight*, the training will be piloted in December and be available January through March, 2016. Asked if this training will be mandatory, Ms. Hughes said it is required, but there are no penalties attached to it. She said that Mr. Sands and Provost Pinto will be encouraging deans, chairs and department heads to have supervisors enroll. Communication for the program will

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begin after Thanksgiving. Here is the link to her presentation: <http://louisville.edu/staffsenate/meeting-information/2015/presentations/hughes1115>

**REPORT: Faculty Senate Representative – Dr. Robert Staat**

The Faculty Senate met last week. Senator Joe Steffen's ad hoc committee gave a report on presidential compensation. President Ramsey gave a quiet presentation. He apologized for the diversity/sensitivity issue. His office is expanding its diversity and sensitivity training. Regarding the NCAA issue, the Jefferson County Commonwealth's Attorney is conducting a criminal investigation along with the NCAA's. They are not coordinating information between the 2 investigations. Presidents from all the state institutions signed a letter of support for the CPE's performance-based funding model. Governor-elect Bevin said that there may be flat funding for higher education because his focus is on the state retirement issue. Dr. Ramsey said that academic recruiting has broadened its reach into major metropolitan areas outside Kentucky; Norton's ongoing litigation has been moved into mediation. Provost Pinto spoke about dean searches: Kent School, Dentistry, and Business should all be filled by July 2016.

**REPORT: Student Government – Brandt**

Kaylee reported on several topics. These included:

- The SAC renovation and new classroom building – she is excited about the plans for both. She has been in meetings with the architects and is pleased, as a student, to be heard in the meetings.
- 21<sup>st</sup> Century Initiatives - She has met with Provost Pinto to see how students can help further the implementation of the plans.
- CardCast – this is a series of videos to let the campus community know what the SGA is doing.
- Food Trucks on Campus – This has been very successful.

**REPORTS: Staff Senate Standing Committees – Armstrong**

- **Committees & Nominations (C&N)** – Jeffrey
  - The committee made the following recommendations:
    - SHARE Committee – seat John Morgan
    - S&F – seat Laurel Hajek
  - Committee Vacancies – Caroline Stephens is leaving UofL, so a call will go out for her seat in EVPHA and on HRAC and C&N.
- **Policy, Economics & Development (PED)** – Metcalf
  - This committee meets tomorrow at 3:30.
- **Services & Facilities (S&F)** – Eitel
  - The Solar Connect table information was sent to Justin Mog (Sustainability Council). They are very expensive, about \$14K each.
- **Staff Grievance Committee (SGC)** – Smith
  - No grievances have been filed.
- **Staff Help & Relief Effort (SHARE)** – Norton

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- This committee meets the first Wednesday. It received 1 application which was funded for \$1000. At the last meeting the discussion focused on the current application. Benchmark institutions with similar programs will be studied.
- **Staff Morale & Community Outreach (SMCO) – Jenkins**
  - Senator Jenkins read the November birthday names.
  - The committee met last Thursday and set its Goals and Objectives. One change the committee felt was needed is that it should be more of an advocacy group because there is no funding to develop ideas/events. It will look across the University to see where it could partner with units.

**REPORT: Secretary-Treasurer – Tencer**

- GENERAL FUND BALANCE: \$15,253.39
- SHARE BALANCE: \$10,269.04
- TECH BALANCE: \$2500.00

**REPORT: Staff Grievance Officer – Russell**

No report was made.

**REPORT: Staff Senate Chair – Lewis-Klein**

This report was online. Here is the link: <http://louisville.edu/staffsenate/reports/chairs-reports/2015/chair1115>

**REPORTS: University-Wide Committees**

- Commission on the Status of Women (COSW) – Noltemeyer
  - Here is a link to the report:  
<http://louisville.edu/staffsenate/committees/university-wide-committees/cosw/2015/cosw1115>

**OTHER BUSINESS**

- Senator Vasser said a constituent voiced a concern that the Staff Senate is not speaking up on issues that happen on campus, for example the Halloween incident and the Board of Trustees issue. Chair Lewis-Klein clarified that she heard varying thoughts from Senators and did not have a consensus or mandate on which to act. She encouraged that, if Senators and constituents have issues, they contact her or one of the other officers directly.
- Senator Russell inquired about taxes on graduate student's tuition remission over \$5000. She was advised to go to HR and get accurate information.

**ANNOUNCEMENTS**

- Invitations to the UofL v. Virginia football game should have been sent out.

**ADJOURNMENT**

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The meeting adjourned at 4:10 p.m.

Respectfully submitted,  
Gretchen Henry