

**UNIVERSITY of LOUISVILLE**  
**STAFF SENATE MEETING MINUTES**

The Staff Senate of the University of Louisville held its regular meeting on December 10, 2018 in Ballroom A in the Student Activity Center, Belknap Campus, Chair John Smith, presiding.

**VOTING MEMBERS REGISTERING ATTENDANCE:**

**A&S:** Ginger Brown, Jessica Key **DENTISTRY:** Laura McKinney, Lisa Pantoja, Nancy Trabue, Bonnie Dean  
**EDUCATION:** Shavon Wagner, Heidi Cooley-Cook, Alex McWilliams **KENT SCHOOL:** Kim Rogers **LAW SCHOOL:** Lee McWhorter **LIBRARIES:** Sarah Frankel **MEDICINE:** Skip Hurley, Victoria King, Jason Beare, Ellyce Patton, Martin Brown, Lihua Zhang, Jami Vance, Donna Bottorff, Jennifer Stephens, Jared Neal, Kathy Brashear, Leondra Gully, Christina Howard, Barbara Bishop **NURSING:** Vickie Tencer **PRESIDENT'S OFFICE:** Tammy Lawson **PROVOST'S OFFICE:** Andrew Grubb, Julie Hohmann, Will Adamchik, Linda Leake, Marian Vasser, Valerie Casey, Virginia Hosono **SPEED SCHOOL:** Kari Donahue, Heidi Neal, Wendy Metcalf **VP-ATHLETICS:** Regina Johnson, Blake LeBlanc, Rhonda Gilliland, Meg Peavy **VP-COMMUNITY ENGAGEMENT:** Patrick Smith **VP-FINANCE & BUSINESS ADMINISTRATION:** Melissa Shuter, Donna Hardesty, Melissa Taylor, Steve Lindsey, Sandy Russell, Kim Noltemeyer, Wendy Smithson, Carla Meredith, Tim Dill, David Schlaegel, Dennis Thomas, Andie Davis **VP-HEALTH AFFAIRS:** Rick Williams, Lisa Wade, Denise Hand **VP-RESEARCH:** Karen Johnson, Angela Lewis-Klein **VP-STRATEGY & GENERAL COUNSEL:** Carcyle Barrett **VP-STUDENT AFFAIRS:** Glenn Gittings, John Smith, Linda Wilde **VP-UNIVERSITY ADVANCEMENT:** Angela Ren

**ALSO ATTENDING:**

*UofL Today:* Alicia Kelso

**OTHERS REGISTERING ATTENDANCE:**

Tiffany Bowles, Todd Kneale, Alex Epperson, Bobbi Carlton, Lisa Hagan

**VOTING MEMBERS NOT REGISTERING ATTENDANCE:**

**A&S:** Lindsey Ronay, Cynthia Jeffery **BUSINESS:** Kayla Miller **MEDICINE:** Angela Beverly, Whitney Rogers, Ruby Keith, Candace Allen, Chelsea Henderson, Cathy Buckley, Ray Yeager, Lisa Motley, Erica LaMarche, Patti Williams, John Morgan, Priscilla Tingle **MUSIC:** Debby Kalbfleisch **PUBLIC HEALTH:** Rachel Quick **VP-FINANCE & BUSINESS ADMINISTRATION:** Sally Molsberger, Paul Eitel, William Taylor, Kevin Ledford **VP-UNIVERSITY ADVANCEMENT:** Erica Gabbard

**CALL TO ORDER**

**Smith**

Chair Smith called the meeting to order at 2:30 p.m.

**ACTION ITEM: APPROVAL OF THE MINUTES**

**Smith**

The [November 12, 2018 meeting minutes](#) were unanimously approved as distributed.

**REPORT:SGA REPRESENTATIVE**

**Harris**

Mr. Harris was taking a final exam and could not attend today's meeting.

**UNIVERSITY of LOUISVILLE**  
**STAFF SENATE MEETING MINUTES**

**REPORT: FACULTY SENATE REPRESENTATIVE**

**Tillquist**

Dr. Tillquist was out of town and could not attend today's meeting.

**REPORT: STAFF SENATE CHAIR**

**Smith**

The [Chair's report is online](#).

**REPORT: STAFF SENATE SECRETARY-TREASURER**

**Gilliland**

Secretary-Treasurer Gilliland reported that there were no expenses last month and that the Staff Senate will not meet in January. [The report is online](#).

**REPORT: STAFF SENATE VICE CHAIR**

**Vasser**

[The Vice Chair's report is online](#).

**COMMITTEE REPORTS**

**Vasser**

As Vice Chair, Senator Vasser is automatically seated on the Athletic Association's Board of Directors. She attended a meeting and most of the discussion took place in executive session, rendering the information confidential. She could report that the contract for the new football coach looks much better than the last one. At the meeting, she mentioned how it looks to staff when coaches are paid extremely high salaries. As a member of this committee, there are no perks or free tickets. As another point of transparency, Senator Vasser receives a stipend, as all the officers do, of \$5000 per year.

The reports were made in the same order as the following list.

- **Credentials and Nominations (C&N)** **Grubb**  
This committee runs the elections and seats the senators. Currently, there are ten (10) vacancies on the Senate.
- **Policies and Economic Development (PED)/RUBRIC** **Buckley**  
Senator Buckley read the committee report and several committee members gave their reasons for choosing to serve on this committee.
- **Services and Facilities (S&F)** **Hurley**  
Senator Hurley announced the names of the committee members. He also attends meeting of the University Planning & Design Committee (see below), which address anything to do with renovation. Additionally, he serves on the Parking Appeals Committee, which generally deals with parking ticket appeals. A brief discussion took place on parking tickets. He advised anyone forgetting their permit to call the Parking Office.
- **University Planning, Design & Construction (UPDC)** **Hurley**
- **Staff Grievance Committee (SGC)** **Bottorff**  
Senator Bottorff announced the names of the committee members and said that Senator Bishop is the committee's vice chair. The committee is trained in Human Resources, reviews grievances and applies the rules to each case. Currently, there is one (1) vacancy on the committee.
- **Staff Help and Relief Effort (SHARE)/ RUBRIC** **Dean**  
Senator Dean announced the members of the committee. The committee reviews applications for emergency financial assistance, to a \$500 limit. This committee requires confidentiality in reviewing applications, though personal identifying information is redacted before it is seen by

**UNIVERSITY of LOUISVILLE**  
**STAFF SENATE MEETING MINUTES**

the committee. There are several ways to donate to the fund: payroll deduction, use of a Kroger card, and through UofL's online giving web site. Senator Dean went over several examples of situations that would and would not qualify for assistance. A brief discussion took place on various ways to promote the program. Currently, there is one (1) vacancy on the committee.

- **Parking Advisory** **Dean**  
This committee has not met for a while and is scheduled to meet in January.
- **Staff Morale and Community Outreach (SMCO)** **Lindsey**  
Senator Lindsey announced the members of the committee. The committee has not met this year, but he hopes to meet in January. Currently, there is one (1) vacancy on this committee.
- **Academic Technology Committee** **Leake**  
Senator Leake reported that this committee has not met in over a year. It is being revamped and is scheduled to meet in January.
- **[Awards & Designations](#)** **Howard**  
Senator Howard reported that this committee is responsible for naming buildings and awards.
- **Bookstore Advisory Committee** **Gully**  
Senator Gully reported that Mark Watkins, VP for Business Operations, did not know this committee existed and is reviewing it.
- **Student Government** **Gully**  
As an ex-officio, non-voting member, Senator Gully attends the SGA meetings and answers any questions that arise.
- **[By Law Ad Hoc](#)** **Barrett**  
Senator Barret announced the members of the committee. The committee has communicated via email. It is charged with reviewing and updating the Senate bylaws. The committee will meet on January 8, 2019.
- **[Legislative Monitoring](#)** **Barrett**  
Senator Barret is not aware this committee still meets and does not know who chairs it. Senator Lewis-Klein said that the committee usually met during legislative sessions and reviewed bills that would impact UofL.
- **[CODRE](#)** **Vasser**  
Senator Vasser reported that this committee works on the recruiting and retaining of people of color.
- **COSW** **Noltemeyer**  
Senator Noltemeyer reported that this committee meets monthly and works to promote women and the Women's Center. It worked on the Lactation Policy, worked with the SGA to provide hygiene products in womens' restrooms, and provides opportunities to network and advancement.
- **Dining Services** **Trabue**  
Senator Trabue said she does not know who to contact and has not attended a meeting. Senator Ginger Brown advised her to contact Mark Watkins.
- **Faculty Senate Executive Committee** **Brown**  
This committee meets the 3<sup>rd</sup> and 4<sup>th</sup> Wednesdays of each month and sets the agenda for the Faculty Senate meetings. New university policies, academic programs and centers are vetted through this committee.

**UNIVERSITY of LOUISVILLE**  
**STAFF SENATE MEETING MINUTES**

- **Faculty Senate Academic Programs** **Casey**  
Senator Casey said she is new to the committee and has not attended a meeting. The committee reviews proposals for new academic programs.
- **Faculty Senate Planning and Budget** **Hosono**  
Senator Hosono reported that the committee looks at university financial plans and, in conjunction with the Academic Programs Committee, reviews the budgets of proposed new academic programs. The committee met to standardize the procedure for submitting proposals.
- **HRAC** **Lewis-Klein**  
Senator Lewis-Klein announced the members of this committee that is advisory to Human Resources. There are four (4) seats for staff: two (2) elected At Large, the Secretary-Treasurer and the PED chair. The committee receives data on various HR initiatives. For example, the change in pharmacy costs, and RIF data. The committee has changed over the years with each new HR director. John Elliott is very open to use the committee to advise him.
- **Day of Service** **Cooley-Cook**
- **EVPHA Search Committee** **Dean, King**  
This search is on hold until further notice.
- **EVPRI Search Committee** **Tencer, Frankel**  
This committee has not met.
- **HR - Health and Welfare Benefits** **Gilliland**  
Senator Gilliland reported that this committee works on the Total Awards benefit package. The search for a new vendor produced nine (9) proposals and took 80 hours for review. A new vendor has been selected and the details are under development.
- **HR- Staff Compensation** **Gilliland**  
Senator Gilliland reported that this committee has a very diverse membership to work on updating compensation practices. She finds John Elliott and Todd Kneale to be sincere in their efforts to improve the compensation process. The changes will not please everyone but we will be in a better place when the task is complete.

**REPORT: STAFF SENATE CHAIR'S REPORT**

**Smith**

**REPORT: UNIVERSITY-WIDE COMMITTEES**

**OTHER BUSINESS**

None

**ADJOURNMENT**

The meeting was adjourned at p.m.

**UNIVERSITY of LOUISVILLE**  
STAFF SENATE MEETING MINUTES