

UNIVERSITY of LOUISVILLE

STAFF SENATE MEETING MINUTES

The Staff Senate of the University of Louisville held its regular meeting on October 14, 2019 on HSC, in the Clinical Translational Research Building, Room 101 with Chair John Smith, presiding.

VOTING MEMBERS REGISTERING ATTENDANCE

A&S: JESSICA KEY, LINDSAY RONAY **ATHLETICS:** BARBARA BISHOP, TIM DILL, ERICA LaMARCHE, BLAKE LeBLANC, KIM ROGERS **CHIEF OPERATING OFFICER:** BOBBI CARLTON, KEVIN LEDFORD, STEVE LINDSEY, MIKE MATERNA, SALLY MOLSBERGER, KIM NOLTEMEYER, MELISSA SHUTER, JENNIFER STEIER, WILLIAM TAYLOR **DENTISTRY:** BONNIE DEAN, JONTHAN GRAVES, JOHN MORGAN **EDUCATION:** HEIDI COOLEY-COOK, ALEX McWILLIAMS, SHAVON WAGNER **HUMAN RESOURCES:** WENDY SMITHSON **KENT SCHOOL:** KATHERINE LINZY **LIBRARIES:** SARAH FRANKEL **MEDICINE:** CANDACE ALLEN, KENNETH ALLEN, JASON BEARE, MICHELLE BLESSETT, MARTIN BROWN, LISA FLOORE, KENT GARDNER, JENNIFER HALL, CHRISTINA HOWARD, THEORA HUDSON, SKIP HURLEY, RUBY KEITH, VICTORIA KING, STEPHANIE KITTLE, JARED NEAL, ANGELA REN, ROSS SCHULTZ, DANIYA SHEIKH, TONY SIMMS, JAMI VANCE, LINDA WILDE, PATTI WILLIAMS, DAVID YOUNG **NURSING:** VICKIE TENCER **PRESIDENT'S OFFICE:** CARCYLE BARRETT **PROVOST'S OFFICE:** WILL ADAMCHIK, ANDREW GRUBB, VIRGINIA HOSONO, TONY ROBINSON, MICHELLE RODEMS **PUBLIC HEALTH:** RACHEL QUICK **SPEED SCHOOL:** KARI DONAHUE, HEIDI NEAL **VP-COMMUNITY ENGAGEMENT:** PATRICK SMITH **VP-HEALTH AFFAIRS:** DEINSE HAND, KRISTIN ROBERTS, LISA WADE **VP-RESEARCH:** KAREN JOHNSON, ANGELA-LEWIS-KLEIN **VP-STUDENT AFFAIRS:** GLENN GITTINGS, JOHN SMITH, MELISSA TAYLOR **VP-UNIVERSITY ADVANCEMENT:** NAKIA STRICKLAND

OTHERS REGISTERING ATTENDANCE

VICE PROVOST FOR SUSTAINABILITY: DR. JUSTIN MOG
UNIVERSITY OMBUDSMAN: DR. DIANE TOBIN
HUMAN RESOURCES: MS. LAURA McDANIELS
UofL TODAY: MS. ALICIA KELSO

GUESTS REGISTERING ATTENDANCE

MS. CHRISTINE REED

VOTING MEMBERS NOT REGISTERING ATTENDANCE

A&S: GINGER BROWN, CYNTHIA JEFFERY **ATHLETICS:** MEG PEAVY **BUSINESS:** KAYLA MILLER **CHIEF OPERATING OFFICER:** PAUL EITEL, RHONDA GILLILAND, DONNA HARDESTY, SANDY RUSSELL, DAVID SCHLAEGEL, DENNIS THOMAS, RICK WILLIAMS **DENTISTRY:** LAURA McKINNEY, LISA PANTOJA, NANCY TRABUE **ENTERPRISE RISK MANAGEMENT:** KATHY BRASHEAR **LAW SCHOOL:** LEE McWHORTER **MEDICINE:** AMANDA ABLES, ANGELA BEVERLY, LEONDRA GULLY, KIM LAUN, ELLYCE PATTON, JENNIFER STEPHENS, TIMOTHY TRAVIS, LIHUA ZHANG **MUSIC:** DEBORAH KALBFLEISCH **PROVOST'S OFFICE:** VALERIE CASEY, JULIE HOHMANN, LINDA LEAKE **SPEED SCHOOL:** WENDY METCALF **VP-FINANCE:** LYSHANNA CUNNINGHAM **VP-UNIVERSITY ADVANCEMENT:** ERICA GABBARD

CALL TO ORDER

SMITH

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

UNIVERSITY of LOUISVILLE
STAFF SENATE MEETING MINUTES

ACTION ITEM: APPROVAL OF THE MINUTES

SMITH

The minutes of [September 9, 2019](#) were unanimously approved.

REPORT: UNIVERSITY OMBUDSMAN

TOBIN

Dr. Diane Tobin delivered her annual report to the Staff Senate. Over the past year, 122 employees have used her services. Issues that arose often enough to create a trend included communication and budget issues, hierarchal/power struggles, poorly trained supervisors, understanding policies and procedures and lack of positive recognition. Dr. Tobin bases her process on four tenets – neutrality, informal, independent of the university and confidential.

[The full report is online.](#)

REPORT: SUSTAINABILITY

MOG

Dr. Justin Mog reported on the University's sustainability efforts in recycling, greenhouse gasses, the STARS gold rating and sustainability. In the state, UofL is the most sustainable and ranked fourth in the ACC. Current plans are to reach the platinum level with a list of strategies that include the following, and others listed in the report online – to engage the entire student body in community service, increase sustainability research, increase courses offered that are sustainability related/focused, get more staff to participate in sustainability training.

[The full report is online.](#)

REPORT: OPEN ENROLLMENT

McDANIELS

From Human Resources, Ms. Laura McDaniels reminded senators that open enrollment starts on October 23rd and runs through November 6th. HR will host benefits fairs on both campuses – October 30th & 31st from 9am to 4pm on Belknap in the SAC Ballroom B and November 4th & 5th from 9am to 4 pm in the CTR Room 101/102. Also, in an effort to improve communication between employees and HR, two new initiatives have been developed – HR Listens and HR Talks. The schedule of talks is [online](#).

[The full report is online.](#)

UPDATE: STAFF SENATE BYLAWS

BARRETT

Senator Carcyle Barrett provided an update on the bylaws revision. In an effort to allow more senators to be involved on committees, the Bylaws Review Committee Proposed changes to the standing committees. The changes focused on the terms of committee chairs and members. The proposed revision for chairs' terms put a two-year max limit and for committee members, a four-year max term limit. A discussion took place that included the some of the following points: some committees take years to get an understanding of how it works; what if a chair's term ends and no one else wants it; a good chair should mentor others; maybe look for ways to oust ineffective chairs; rotating members off a committee may leave committees needing members. These points led Senator Barret to say that these revisions may be better suited for committees' charges than in the bylaws, where it is more difficult to make changes. [The document is online.](#)

REPORT: SGA REPRESENTATIVE

BURNS

No report was made.

UNIVERSITY of LOUISVILLE
STAFF SENATE MEETING MINUTES

REPORT: FACULTY SENATE REPRESENTATIVE

BRUCE

No report was made.

REPORT: CHAIR'S REPORT

SMITH

[The full report is online.](#)

REPORT: VICE CHAIR

GRUBB

[The full report is online.](#)

REPORT: SECRETARY-TREASURER

SMITH

[This report is online.](#)

STANDING COMMITTEE REPORTS

GRUBB

- Credentials & Nominations Committee (C&N)
○ No report was made. There is a vacancy on the Legislative Monitoring Action Committee.
JEFFERY
- Policy, Economics & Development Committee (PED)
○ This committee will meet with HR on November 13 to discuss leave policies, including Shared Leave and FML. Please send comments or suggestions to Chair Virginia Hosono at virginia.hosono@louisville.edu
○ [This report is online.](#)
HOSONO
- Services & Facilities Committee (S&F)
○ Senator Gittings would like input from senators, or their constituents, on any services or facilities issues. He is attending the University Planning & Design Committee (UPDC) meetings and also meets monthly with Mark Watkins.
GITTINGS
- Staff Grievance Committee (SGC)
○ [This report is online.](#)
BEARE
- Staff Help and Relief Efforts committee (SHARE)
○ A new application was submitted last week.
MOLSBERGER
- Staff Morale & Community Outreach (SMCO)
○ This committee met last week.
TAYLOR

OTHER COMMITTEE REPORTS

- Ad hoc ADA/Title IX Compliance
○ [This report is online.](#)
BISHOP
- Ad hoc Consensual Relations Policy
○ [This report is online.](#)
BISHOP
- Ad hoc Physical Plant
○ [This report is online.](#)
BISHOP
- Commission on Diversity & Racial Equality (CODRE)
○ [This report is online.](#)
HOWARD
- Human Resources Advisory Committee (HRAC)
WILLIAMS

UNIVERSITY of LOUISVILLE
STAFF SENATE MEETING MINUTES

- [This report is online.](#)
- EVPRI Search Committee **TENCER**
 - [This report is online.](#)
- Budget Model Work Group **TENCER**
 - [This report is online.](#)

- Faculty Senate Academic Programs Committee (FSAPC) **FRANKEL**
 - [This report is online.](#)
- IBM Global Partnership Committee **SHUTER**
 - This committee has met twice and established four subcommittees – Curriculum Development, Faculty/Staff Development, Engagement and Research Innovation Space.

OLD BUSINESS

None

NEW BUSINESS

None

ANNOUNCEMENTS

Next month's meeting will be held in the Chao Auditorium in Ekstrom Library on Belknap Campus.

ADJOURNMENT

The meeting was adjourned at 4:10 p.m.

Respectfully submitted,
Gretchen Henry
Senate Coordinator