

UNIVERSITY of LOUISVILLE
STAFF SENATE MEETING MINUTES

JULY 14, 2020

The Staff Senate of the University of Louisville held its regular meeting on July 14, 2020 on the TEAMS platform, Chair John Smith, presiding.

VOTING MEMBERS REGISTERING ATTENDANCE:

A&S: GINGER BROWN, JESSICA KEY **ATHLETICS:** TIM DILL, BLAKE LeBLANC, KIM ROGERS **BUSINESS:** KAYLA MILLER **COO:** BOBBI CARLTON, PAUL EITEL, RHONDA GILLILAND, DONNA HARDESTY, KEVIN LEDFORD, STEVE LINDSEY, MIKE MATERNA, SALLY MOLSBERGER, KIM NOLTEMEYER, DAVID SCHLAEGEL, MELISSA SHUTER, JENNIFER STEIER, BILL TAYLOR, DENNIS THOMAS **DENTISTRY:** BONNIE DEAN, JONATHAN GRAVES, LAURA McKINNEY, JOHN MORGAN, LISA PANTOJA, NANCY TRABUE **EDUCATION:** HEIDI COOLEY-COOK, SAUNDRA KIMBERLAIN, SHAVON WAGNER **ERM:** KATHY BRASHER **HUMAN RESOURCES:** WENDY SMITHSON **KENT:** KATHERINE LINZY **LAW:** LEE McWHORTER **LIBRARIES:** SARAH FRANKEL **MEDICINE:** KENNETH ALLEN, ANGELA BEVERLY, JASON BEARE, MICHELLE BLESSETT, MARTIN BROWN, LISA FLOORE, KENT GARDNER, LEONDR A GULLY, JENNIFER HALL, CHRISTINA HOWARD, THEORA HUDSON, SKIP HURLEY, RUBY KEITH, VICTORIA KING, STEPHANIE KITTLE, KIM LAUN, JARED NEAL, ELLYCE PATTON, ANGELA REN, ROSS SCHULTZ, TONY SIMMS, JENNIFER STEPHENS, TIMOTHY TRAVIS, JAMI VANCE, LINDA WILDE, PATTI WILLIAMS, DAVID YOUNG, LIHUA ZHANG **MUSIC:** DEBORAH KALBFLEISCH **NURSING:** VICKIE TENCER **PRESIDENT'S OFFICE:** CARCYLE BARRETT **PROVOST OFFICE:** WILL ADAMCHIK, VALERIE CASEY, ANDREW GRUBB, JULIE HOHMANN, VIRGINIA HOSONO, LINDA LEAKE, MICHELLE RODEMS **PUBLIC HEALTH:** RACHEL QUICK **SPEED SCHOOL:** KARI DONAHUE **VP-COMMUNITY ENGAGEMENT:** PATRICK SMITH **VP-FINANCE:** LYSHANNA CUNNINGHAM **VP-HEALTH AFFAIRS:** DENISE HAND, KRISTIN ROBERTS, LISA WADE **VP-RESEARCH:** KAREN JOHNSON, ANGELA LEWIS-KLEIN **VP-STUDENT AFFAIRS:** GLENN GITTINGS, JOHN SMITH, MELISSA TAYLOR **VP-UNIVERSITY ADVANCEMENT:** ERICA GABBARD, NAKIA STRICKLAND

GUESTS REGISTERING ATTENDANCE:

UNIVERSITY PRESIDENT: DR. NEELI BENDAPUDI
EXECUTIVE VICE PRESIDENT FOR RESEARCH & INNOVATION: DR. KEVIN GARDNER
EXECUTIVE DIRECTOR OF CAMPUS HEALTH: DR. PHILLIP BROUSSARD
INTERIM AVP HUMAN RESOURCES: MS. MARY ELIZABETH MILES
PRESIDENT'S CHIEF OF STAFF: MR. MICHAEL WADE SMITH
FACULTY SENATE CHAIR: DR. KRISTA WALLACE-BOAZ
FACULTY SENATE REPRESENTATIVE: DR. CHRISTOPHER TILLQUIST
STUDENT GOVERNMENT REPRESENTATIVE: MS. HENNY RANSDELL
UofL TODAY: MS. SARAH LOPEZ

OTHERS REGISTERING ATTENDANCE:

KIMBERLY WHITT, LAURA SCHROEDER, ROBERTA DEVERS, CHRYSTAL BRADLEY, VICKI DAHILL, WILL ARMSTRONG, TERRI MORGAN, PAULA HENSEL, JODY CARROLL, SHARI BARNES, DONNA ERNST, CAROL ZEHNDER, JENNIFER OBERHAUSEN, MIMI BELL, KRISTINA DOAN, AMANDA LeDUKE, SCOTT SHELTON, KATHY HITE, CHRISTINA REED, REBECCA HIGGINS, KATHY ROGERS, TODD KNEALE, LISA GUNTERMAN, CHARLES RAINS, AMBER ROBERTS, JUSTIN CRENSHAW, REBECCA LEDFORD, SHELLEY DUNN, TAMMI THOMAS, MANU VANGALUR, ERIC NUNN, CHELSEA WICKS, DWAYNE BUTTLER, CHAD WHITE, DREW FOSTER, KIMBERLY WHITEHEAD, WANDA WOLCOTT, JOY JEFFRIES

UNIVERSITY of LOUISVILLE
STAFF SENATE MEETING MINUTES
JULY 14, 2020

VOTING MEMBERS NOT REGISTERING ATTENDANCE:

A&S: LINDSEY RONAY **ATHLETICS:** BARBARA BISHOP, ERICA LaMARCHE **MEDICINE:** DANIYA SHEIKH

CALL TO ORDER

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

ACTION ITEM: APPROVAL OF THE MINUTES - CHAIR SMITH

The minutes of the [June](#) meetings were unanimously approved.

REPORT: COVID SCIENCE - BRESSOUD/GARDNER

Dr. Kevin Gardner, UofL's Executive Vice President for Research and Innovation and Dr. Phillip Bressoud, Director of Campus Health, joined today's meeting to share information on Covid-19. Dr. Gardner began by saying that everyone has been learning a lot about the virus over the past months from how it's transmitted, how it's not transmitted and how to protect yourself. It is a continuous evaluation on our part and we continually look at the science, the data and the peer-reviewed literature as it comes out. Based on this information, we try to make good decisions on behalf of the university. A concern is the rising number of infections across the country and in Kentucky. We are not suggesting a change in our current plans, but we are creating plans for any 'what if' situations that may develop. The evidence we have tells us that masking and hygiene are effective practices. Dr. Bressoud added that because there were Covid-positive students on campus this past spring semester, they are fairly attuned in dealing with the virus. Athletics has been very aggressive about their testing and monitoring student-athletes who returned to campus for training this summer. We are the contact source for Athletics, as well as screening for clinical faculty and staff on HSC. Campus Health also does the screening for the healthcare workers from the hospital system. So, we've been doing a lot of drive-up testing. Dr. Bressoud was trained for this over ten years ago during the SARS virus. He shared a UofL Hospital chart that indicated an uptick in community transmission and said this is cause for concern. He said they weren't sure if it was just the 4th of July weekend and people went out in large groups, but they are keeping a watch on it. There have been a few scattered cases around campus, another week or two will tell, but we're still planning on a routine opening for fall, at this point. Just this morning, Dr. Bressoud checked the numbers and since March the numbers have been so low that testing everyone did not make sense. That may be changing, we will watch it.

- **QUESTION:** Could you elaborate on triggers?
 - **REPLY (BRESSOUD):** There is no one way to determine a trigger. Some use 10 positive cases/10K people. Some say if the positive rate in overall cases is greater than 10%. Certainly for us, if there was a huge surge in cases on campus, we would have to change our strategy. Covid is not like smallpox or measles, where almost everyone gets it. It is transmitted by not wearing a mask in groups and being close to people who are not wearing masks for an amount of time.
 - **REPLY (GARDNER):** If there seems to be on-campus transmissions that seems out of control, could be considered a trigger. Another could if the local hospitals are

UNIVERSITY of LOUISVILLE
STAFF SENATE MEETING MINUTES
JULY 14, 2020

overflowing with cases so there are very few, if any, open beds, could be a trigger.

- QUESTION: You said this is not like smallpox. Could you explain exposure?
 - REPLY (BROUSSARD): Simply, if you are unmasked and less than six feet from someone with the virus for 10-15 minutes, you have been exposed. If you are masked, you have not been exposed.
- QUESTION: Is the UofL testing site still open?
 - REPLY (BROUSSARD): We are doing testing for UofL employees if they think they're sick. We are not yet doing widespread asymptomatic testing, but will open as the semester begins.
 - REPLY (GARDNER): You can always call Campus Health.
- QUESTION: What are you doing for residence halls?
 - REPLY (GARDNER): We will be looking at residents like a family and how you behave at home. Roommates will be considered a family.
 - REPLY (BROUSSARD): Housing has an extensive plan to handle issues with students in the dorms. Dining services will no longer offer buffets.
- QUESTION: How would we know if we have a spike?
 - REPLY (BROUSSARD): We have and track the numbers of the UofL healthcare system, students and employees that we test.
- QUESTION: What was the trigger that closed campus in the spring leading to remote work and online learning?
 - REPLY (GARDNER): I think decisions made in the spring were made for a lot of different reasons. We still had dorms and dining services open with a few thousand students still on campus, so we didn't close. Since then, we've gained more understanding on how the virus spreads and what needs to be done to protect ourselves and plan accordingly. We can now plan to have cleaning supplies and masks available and know how best to sanitize dorms, classrooms and common areas. Thinking through all these issues puts us in a much better place than in March.
- QUESTION: When we see things happening on other campuses, why do we think our students are going to take this seriously?
 - REPLY (BRESSOUD): All we can do is try. If they don't want the semester to fall apart, hopefully they will realize that without these measures, it will. Their minds are not fully developed and sometimes they make bad choices. We are trying to make it as clear as possible. There is a special training module for students that will be coming out the first of August., to make sure they get some training and education and to understand what our expectations are before they are on campus. They can be excused from class or asked to leave a building for not wearing a mask. We're taking it very seriously and hopefully they will figure that out very quickly.
 - REPLY (GARDNER): Also, we are discussion an agreement to be signed about expectations on behavior and consequences. Many other schools are doing the same.

UNIVERSITY of LOUISVILLE
STAFF SENATE MEETING MINUTES
JULY 14, 2020

- REPLY (BRESSOUD): Revisions are being made to the Student Code of Conduct and failure to follow the public health guidelines can result in being sent to the Student Conduct Hearing Board for review and potential dismissal.
- QUESTION: After you have had Covid and recovered, can you get it again?
 - REPLY (BRESSOUD): Yes, though it is not common and nobody really knows since the virus is not even a year old. Just because you've had it doesn't mean you don't have to take precautions.
 - REPLY (GARDNER): There is evidence that it confers some level of immunity, but it's unknown for how long. Also, this immunity is not universal. This virus could be like the flu and change a little next year.

REPORT: STAFF GRIEVANCE OFFICER ANNUAL REPORT - ADAMCHIK

Senator Adamchik was appointed to the role of Staff Grievance Officer in January of this year. He serves as a guide and resource to staff considering entering the grievance process. He meets with staff to listen to them and to offer guidance on their options. He does a lot of the leg work for the staff person. He contacts supervisors, talks with HR, and researches policies. On average, there is about one case every two weeks. Many times employees just need someone who will listen to them. Senator Adamchik shared a document he uses to track each contact, using only their gender, the issue/resolution and campus. From January to June 2020, the cases were split almost evenly between Belknap and HSC. Common themes were performance expectations and workplace conflicts. There were a 17 female inquiries and nine male. Chair Smith reported that Senator Adamchik's appointment has been extended to June 2021. [The full report is online.](#)

At this time, Chair Smith revisited the approval of the minutes to include [April](#) and [May](#). Both were unanimously approved.

Chair Smith also followed up on the agenda item regarding the Anti-Racist Agenda, to have been presented by Michael Wade Smith. Chair Smith said that the Senate will look at the agenda and see where it can participate in a real way to make a difference. The Executive Committee will get more details and meet to create a plan.

Last month, a Statement of Solidarity was presented to the Senate and voting took place after the meeting. There was a very small turnout and not enough votes were made to pass it. Being a staff senator carries the responsibility to participate in Senate business and we really need your participation. So after this meeting, a link will be sent out to vote on the statement, as well as another link to vote on how you feel about returning to campus after today's discussion with Dr. Gardner and Dr. Bressoud.

REPORT: SGA REPRESENTATIVE - RANSELL

The SGA will be giving away one mask per student at Cardinal Stadium from August 13-15th. Students can drive or walk through the line to pick up a mask.

UNIVERSITY of LOUISVILLE
STAFF SENATE MEETING MINUTES
JULY 14, 2020

REPORT: FACULTY SENATE REPRESENTATIVE - TILLQUIST

Chair Smith gave this report. The Faculty Senate met on July 1 and received a report on the Faculty Roles in Student Well-Being. President Bendapudi also spoke about the Anti-Racist Agenda.

REPORT: SECRETARY-TREASURER - GILLILAND

- [This report is online.](#)

STANDING COMMITTEE REPORTS

- CREDENTIALS & NOMINATIONS (C&N) – STEIER
 - [This report is online.](#)
- POLICY, ECONOMICS & DEVELOPMENT (PED) – HOSONO
 - A discussion took place on two similar policies – the Telecommuting Policy and the [Temporary Emergency Leave Policy](#). The PED Committee has been working on the Telecommuting Policy. It is a long-term policy regarding job duties. The Temporary Emergency Leave Policy is about short-term duties affected by Covid-19. After sending the draft Telecommuting Policy to various bodies to review and offer suggestions, one concern was made regarding the issue of dependent care. The policy states that “telecommuting is not a replacement for dependent care. Employees working remotely, as a part of their long-term jobs, must make and maintain dependent care arrangements, to permit concentration on job duties”. PED will meet this week and discuss this, but we are proposing a change to address these concerns to “the remote work site is not to be used for the purpose of having a permanent substitute for dependent care”. Ms. Mary Elizabeth Miles the Interim VPHR, was in attendance and clarified some of the policy language.
- SERVICES & FACILITIES (S&F) – GITTINGS
 - [This report is online.](#)
- STAFF GRIEVANCE COMMITTEE (SGC) – BEARE
 - [This report is online.](#)
- STAFF HELP & RELIEF EFFORTS COMMITTEE (SHARE) - MOLSBERGER
 - [This report is online.](#)
- STAFF MORALE & COMMUNITY OUTREACH (SMCO) – TAYLOR
 - [This report is online.](#)

OTHER COMMITTEE REPORTS

- [AD HOC ADA](#) – BISHOP
- [AD HOC CSR](#) – BISHOP
- [AD HOC TITLE IX](#) – BISHOP
- [HUMAN RESOURCES ADVISORY COMMITTEE \(HRAC\)](#) - WILLIAMS

OLD BUSINESS

None

UNIVERSITY of LOUISVILLE
STAFF SENATE MEETING MINUTES
JULY 14, 2020

NEW BUSINESS

QUESTION: What was the reasoning behind the decision to include the issue of dependent care within the policy?

REPLY (MILES): We have been working on this policy for over a year or more. Way back, there used to be something called the Provost Academy and this policy was part of a capstone project from that group. The spirit of telecommuting is not to address an employee's personal situation, it's to look at the position and see if it is suitable for working from home part-time one or two days a week or full-time four/five days a week. One of the obvious benefits of working at home, is that you're working, but you're at home, right? That says a lot about what kind of jobs we can have working from home. So, it is fair for an employer to ask that employees be free from distraction. Someone asked me, what if someone was working from home and their dependents are there, as well, and they're using that as a childcare option. I had two answers. One, as an employer, you wouldn't know it was a distraction until it was one and impacted work. Then Covid hit and we decided this is not a good time to make decisions about this, so let's go back to the actual job duties. I need a certain amount of ability to be able to think and concentrate on some of the things I do for work. The second thing I sad was, what if we didn't include that in the policy? What would we do if their work performance was negatively impacted because of dependents in the home during work hours? I don't think it's fair to put the organization in a position. It isn't too much for an employer to want employees to be able to focus on their work. We're working to make sure everyone is successful and we don't have to talk about people's personal life. We wouldn't talk about that if you were working in an office, so we wouldn't want to talk about that if you're working from home.

ANNOUNCEMENTS

None

ADJOURNMENT

The meeting was adjourned at 4:35p.m.

Respectfully submitted,
Gretchen Henry
Senate Coordinator