

UNIVERSITY of LOUISVILLE
STAFF SENATE MEETING MINUTES

MAY 11, 2021

The Staff Senate of the University of Louisville held its regular meeting on May 11, 2021 on the TEAMS platform, Chair John Smith, presiding.

VOTING MEMBERS REGISTERING ATTENDANCE

A&S: GINGER BROWN, JESSICA KEY, KORINNE QUIRE, LINDSEY RONAY **ATH:** BARBARA BISHOP, KELLY CONKLIN, TIM DILL, ERICA LaMARCHE, BLAKE LeBLANC, KIM ROGERS **BUS:** KAYLA MILLER **COO:** BOBBI CARLTON, DONNA HARDESTY, KEVIN LEDFORD, MIKE MATERNA, KIM NOLTEMEYER, MELISSA SHUTER, JENNIFER STEIER, WILLIAM TAYLOR, DENNIS THOMAS **DTL:** BONNIE DEAN, LAURA McKINNEY, JOHN MORGAN, LISA PANTOJA, NANCY TRABUE **EDU:** HEIDI COOLEY-COOK, SAUNDRA KIMBERLAIN, SHAVON WAGNER **ERM:** KATHY BRASHEAR **HR:** WENDY SMITHSON **KENT:** KATHERINE LINZY **LAW:** LEE McWHORTER **LIB:** SARAH FRANKEL **MED:** KENNETH ALLEN, JASON BEARE, ANGELA BEVERLY MICHELLE BLESSETT, LISA FLOORE, KENT GARDNER, MELISSA GARRETT, LEONDRA GULLY, JENNIFER HALL, CHRISTINA HOWARD, THEORA HUDSON, SKIP HURLEY, RUBY KEITH, VICTORIA KING, STEPHANIE KITTLE, JARED NEAL, ELLYCE PATTON, ROSS SCHULTZ, TONY SIMS, TIMOTHY TRAVIS, ANDREW WEINBERGER, LINDA WILDE, PATTI WILLIAMS, JAMI VANCE, LINDA WILDE, DAVID YOUNG, LIHUA ZHANG **MUS:** DEBORAH KALBFLEISCH **PRES:** CARCYLE BARRETT **PROV:** WILL ADAMCHIK, SHABEER AMIRALI, VALERIE CASEY, ANDREW GRUBB, VIRGINIA HOSONO, LINDA LEAKE, MARK WOOLWINE **PH:** RACHEL QUICK **SPD:** KARI DONAHUE, KYLE HURWITZ, MANI VANGALUR **VP-CE:** PATRICK SMITH **VP-F:** LYSHANNA CUNNINGHAM **VP-HA:** KRISTIN ROBERTS, DENISE HAND **VP-R:** JODY CARROLL, ANGELA LEWIS-KLEIN **VP-SA:** GLENN GITTINGS, JOHN SMITH, MELISSA TAYLOR **VP-UA:** ERICA GABBARD, NAKIA STRICKLAND

GUESTS REGISTERING ATTENDANCE

UNIVERSITY PRESIDENT: DR. NEELI BENDAPUDI

UNIVERSITY PROVOST: DR. LORI GONZALEZ

VP – HUMAN RESOURCES: MS. MARY ELIZABETH MILES

FACULTY SENATE REPRESENTATIVE: DR. CHRISTOPHER TILLQUIST

UofL TODAY: MS. TALIA HORN, MS. SARAH LOPEZ

OTHERS REGISTERING ATTENDANCE

SHARI BARNES, CRYSTAL BRADLEY, JAMI CAMPBELL, MARY CHIAVAROLI, MEGAN CLIFTON, LORI COTTER, YOLANDA DEMAREE, KRISTINA DOAN, SHELLEY DUNN, SUSAN FOWLER, HEATHER FOX, LAURA FROST, KAROLINE GARDNER, KATIE GIBBONS, LISA GUNTERMAN, JACKIE GUTTERMAN, KATHY HITE, SARA HOLMBLAD, TAMARA IACONO, KAREN KAREM, KATHRYN KERENSKY, AMANDA LaDUKE, NATASHIA LUKE, KATHERINE MARKUSON, ERIC NUNN, JACLYN OSMAN, CHRISTINA REED, MATT ROSSMANN, NOAH SMITH, CORINNA STEPHENS, TAMMI THOMAS, LEIGHANN VALDEZ, JULIE WAGNER, ANGELA WALTER, BETSY WATERS, MEAGAN WEST, JOHN WHITNEY, TALIEA WILLIS, AMBER YOCUM,

CALL TO ORDER

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

ACTION ITEM: APPROVAL OF THE MINUTES – SMITH

The minutes from [March](#) and [April](#) were unanimously approved a distributed.

UNIVERSITY of LOUISVILLE
STAFF SENATE MEETING MINUTES

MAY 11, 2021

UPDATE: UNIVERSITY PRESIDENT - BENDAPUDI

President Bendapudi reported on several topics.

Graduation Ceremonies - Dr. Bendapudi reported that the graduation ceremony held at Cardinal Stadium was a great success. Many students from the 2020 class chose to come back and walk. It was a great occasion for faculty, students and their families.

UofL's Agency Rating – A couple of years ago, our review from Moody's and Standard and Poor's was downgraded, due to the financial issues we were facing. These are two agencies that evaluate many different industries, including universities. This year they acknowledged all the efforts we have made to correct our finances, grow the freshman enrollment and get the Health Sciences Campus on sure footing. They gave us an A+ rating with a stable outlook.

Retirement – The president reported that the highest priority is restoring the retirement benefits. It has to be approved by the Board of Trustees, before it is official. Once approved, it will go into effect on July 1, 2021.

Healthcare Premiums - For the second year in a row, the University will absorb increases and not pass them on to the employees.

Tuition Increase – Because the higher education price index says that costs are going up at about a 2% rate, we are looking at a slight tuition increase. The CPE has said no more than 3% increase over a two-year period and no more than 2% in any given year. With a small increase, we will still be less than UK and very competitive with them even if they don't raise their tuition and we increase ours.

UofL Foundation – About three and a half years ago, the foundation accounts were underwater by about \$58M. When endowment accounts are underwater, they do not pay out as expected. As of April 30, there are no more underwater accounts. Now, it is zero. Everything is solvent.

Enrollment – Though UofL is a public institution, the state provides less than 10% of our funding. This means we rely heavily on student recruitment and retention. We are working on ways to help students who have left the university with some credits and some debt to return to finish their degree. We are trying to remove anything that may stop them from returning. We are doing a lot of outreach to these students. If you know a student in this situation, please encourage them to return and we will do what we can to help them succeed.

UPDATE: REMOTE WORK POLICY - MILES

To set the stage for discussion, VP-HR Miles read from the university-wide email sent from the president and provost. It read *"Department leaders may offer flexible work options to employees as long as a strong presence in our classrooms and student service areas is maintained and the overall operations of our schools, colleges and departments are continued without compromising quality or productivity."*

Work on this policy started before Covid. It was clear that due process was included in the actual policy. The due process procedure will give first- and second-line supervisors the opportunity to review the agreements submitted by the employees. Any denials will go to the department head for final review and determination. Many people have put in a lot of effort to make sure the policy is as successful as it can be. The criteria needed to make sure that we are eligible to provide an agreement to our supervisor for consideration focus on the premise that the work is done at home, the employee is successful and continues to produce the quality and quantity of work so the department can continue to move forward in a way that supports the students of the university. The policy will be released on June 1, because we want to make sure supervisors have training before the policy is official in July. On June 2, the policy will be released and available on the HR website. The agreement will be available to download, and

UNIVERSITY of LOUISVILLE
STAFF SENATE MEETING MINUTES

MAY 11, 2021

employees can begin to provide information to supervisors. It will not officially be in the policy library and effective until July 1. Also, in June, department heads should be communicating their overall vision for their departments. After the policy goes into effect, in July, departments will begin slowly integrating people back to work where it makes sense.

This week, the first supervisor training will take place. Staff training will follow. The trainings will be recorded.

Question: Each Department and supervisor is different. How can you ensure the remote work policy will be successful?

Reply: We will have to get a little further down the road to see how things progress.

Comment: There's been discussions about fairness and equity and equality. I think we have to understand going into this policy that some jobs cannot be done remotely. An electrician cannot do their job if they're not on campus where the issue is. We need to remember what was said earlier - students are the bottom line.

Question: Did we compare our remote work policy with peer institutions?

Reply: We absolutely did. We also had the Education Advisory Board (EAB) run an audit on the policy. The results were good, and we made some revisions based on that feedback.

Question: Will there be some sort of oversight to ensure the policy is equitably implemented?

Reply: HR is not able to determine what the needs are in a department. We don't know how your department works. We don't know what your function is. We don't know how you interact with students or the type of work that you have to determine whether or not who could work remotely. We have to be able to rely on our department heads to make decisions for their department.

Comment: To be able to offer remote work would be a great recruiting tool when hiring in a competitive market.

Question: Is the supervisor training mandatory?

Reply: It is not mandatory, but last week the provost had me give a training to all the deans. So, the top administrators are showing their commitment.

UPDATE: UNIVERSITY PROVOST - GONZALEZ

Provost Gonzalez reported on several topics.

COVID Update – The leadership team is meeting twice a week and looking at the questions of masks and vaccines. A campus wide communication will be sent that will focus on the CDC guidelines for mask wearing. It says if everyone in the room is vaccinated, you can meet without masks. Our guidance will say if anyone in the room is not vaccinated, everyone will wear masks. I want to wait until the official communication comes out because it's going to be vetted by General Counsel. We are in the process of looking at the state registry to get our percentages of faculty, staff, and students that are vaccinated. Those data will help us decide whether to require vaccinations or not. We hope we can get enough of a read on the percentages of people being vaccinated in the next week or so. If we don't require vaccines, were looking at incentives for students so we can get them back vaccinated.

Return to Campus Plans – The goal is to have the front facing offices fully operational for the fall term. Last fall, the provost sent a detailed email that detailed all the aspects of how we would all operate for

UNIVERSITY of LOUISVILLE
STAFF SENATE MEETING MINUTES

MAY 11, 2021

that semester. Something very similar will be sent out again. We want the students to have those outdoor and indoor events, and some of those community-building activities that they missed last fall.

Provost Office Personnel Changes – Interviews are being held for a chief of staff for the provost. I want to be responsive and not have things fall through the cracks. Being responsive and following through will help build trust between the campus and the provost office.

Dean Searches - There's a Dean search in the College of Education. There are four candidates. The search will wrap up and an announcement will be made soon.

Question: Is there any update on the A&S dean search?

Reply: There are no updates yet. I want to speak to the A&S faculty before moving forward.

INFORMATION ITEM: ELECTION - STEIER

Senator Steier reported that there were 106 applications this year. Elections will be held in some units where there are more applications than vacancies. The breakdown of applications by area can be found in the [C&N report online](#).

INFORMATION ITEM: CANDIDATE PRESENTATIONS – BARRETT

Nominations were submitted to the Senate Office by today's deadline. Senator Barret opened the floor up for further nominations for secretary-treasurer. There were no floor nominations. The candidate for secretary-treasurer is Senator Kevin Ledford. Candidates for the officer positions were given three minutes to speak. After Senator Ledford spoke, Senator Barret opened the floor for nominations for vice chair. From the floor, Senator Ginger Brown nominated Senator Carcyle Barrett for vice chair. Senator Barrett declined the nomination. The candidate for vice chair is Senator Andrew Grubb. There were no floor nominations. After Senator Grubb spoke, Senator Barrett opened the floor up for further nominations for chair. The candidate for chair is Senator John Smith. There were no floor nominations.

REPORT: CHAIR – SMITH

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

REPORT: VICE CHAIR – GRUBB

Vice Chair Grubb reported that many of the committees are winding down their meetings this late in the semester.

REPORT: SECRETARY-TREASURER - GILLILAND

No report was made as Senator Gilliland was attending another meeting on behalf of the Senate.

REPORT: SGA REPRESENTATIVE - COOPER

Mr. Elijah Cooper is the new SGA representative for the coming academic year.

REPORT: FACULTY SENATE REPRESENTATIVE – TILLQUIST

This report is [available online](#).

COMMITTEE REPORTS

- [COMMITTEE ON ANTI-RACISM EFFORTS \(CARES\)](#) (CARE) – GULLY/STRICKLAND
 - This report is linked above.
- [CREDENTIALS & NOMINATIONS \(C&N\)](#) – STEIER

UNIVERSITY of LOUISVILLE
STAFF SENATE MEETING MINUTES
MAY 11, 2021

- This report is linked above.
- POLICIES & ECONOMIC DEVELOPMENT (PED) - HOSONO
- [SERVICES & FACILITIES](#) (S&F) – GITTINGS
 - This report is linked above. Senator Gittings gave an overview of the construction projects on Belknap.
- [STAFF GRIEVANCE COMMITTEE](#) (SGC) – BEARE
 - This report is linked above.
- STAFF HELP & RELIEF EFFORTS (SHARE) - DONAHUE
- [STAFF MORALE & ENGAGEMENT](#) (SME) – TAYLOR
 - This report is linked above.

OTHER REPORTS

- [DINING SERVICES](#) – STRICKLAND
 - This report is linked above.
- [HUMAN RESOURCES ADVISORY COMMITTEE](#) (HRAC) – WILLIAMS
 - This report is linked above.
- [PARKING ADVISORY COMMITTEE](#) – TAYLOR
- This report is linked above.

OLD BUSINESS

None

NEW BUSINESS

Question: Have there been any updates for staff who share an office?

Reply: It should be the same for the rest of the campus, if all are vaccinated, no mask is required.

Question: Are there any guidelines for social distancing in restrooms that are under 250 square feet?

Reply (Gittings): Very early on in the pandemic, the Planning & Design Committee decided to take the CDC guidelines because of the various sizes of restrooms.

ANNOUNCEMENTS

- Senator Melissa Shuter announced that the Pathways Conference 2021 will take place on May 21st. Registration is free this year. Senator Shuter also reported that the Workday Change Ambassador Network will meet on May 18th.

ADJOURNMENT

The meeting adjourned at 4:27 p.m.

Respectfully submitted,
Gretchen Henry
Senate Coordinator

UNIVERSITY of LOUISVILLE
STAFF SENATE MEETING MINUTES
MAY 11, 2021