

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

JULY 13, 2021

The Staff Senate of the University of Louisville held its regular meeting on July 13, 2021 in the Chao Auditorium and on the TEAMS platform, Chair John Smith, presiding.

**VOTING MEMBERS REGISTERING ATTENDANCE**

**A&S:** GINGER BROWN, KORINNE QUIRE, LINDSEY RONAY, JASON SIEVERS **ATHLETICS:** BARBARA BISHOP, KELLY CONKLIN, TISH DUVAL, BLAKE LeBLANC, KIM ROGERS **BUSINESS:** KAYLA MILLER **COO:** BOBBI CARLTON, PHILLIP CARSWELL, PAUL EITEL, DENISE HAND, DONNA HARDESTY, MIKE MATERNA, KIM NOLTEMAYER, JENNIFER STEIER, BILL TAYLOR, DENNIS THOMAS, PATTI WILLIAMS **DENTISTRY:** BONNIE DEAN, LAURA McKINNEY, PLESHETTE MORROW, ASHLEY O'NEIL, LISA SIRLES, FAITH YOUNT **EDUCATION:** HEIDI COOLEY-COOK, SARAH KAISER, JULIE THUM, JANET OLSON **ERM:** KATHY BRASHEAR **HR:** WENDY SMITHSON **KENT:** KATHERINE LINZY **MEDICINE:** KENNETH ALLEN, JASON BEARE, MICHELLE BLESSETT, MARTIN BROWN, CHARLES CARTER, ANGELA BEVERLY COX, LISA FLOORE, KENT GARDNER, MELISSA GARRETT, JENNIFER HALL, THEORA HUDSON, SKIP HURLEY, DEBORAH KALBFLEISCH, RUBY KEITH, VICTORIA KING, STEPHANIE KITTLE, KIMBERLY LAUN, JARED NEAL, TONY SIMMS, LINDA WILDE, DAVID YOUNG, LIHUA ZHANG **MUSIC:** CHRISTOPHER DYE **PRESIDENT'S OFFICE:** CARCYLE BARRETT, LEONDRAGULLY **PROVOST'S OFFICE:** WILL ADAMCHIK, SHABEER AMIRALI, VIRGINIA HOSONO, LINDA LEAKE, KEVIN LEDFORD, JOHN MORGAN, TONY ROBINSON, TAYLOR U'SELLIS, MARK WOOLWINE **PUBLIC HEALTH:** RACHEL QUICK **SPEED:** KARI DONAHUE, ERICA GABBARD, BRENDAN STIVERS, MANI VANGALUR **VP-CE:** PATRICK SMITH **VP-F:** LYSHANNA CUNNINGHAM **VP-HA:** KRISTIN ROBERTS, BILL TUTTLE **VP-R:** JODY CARROLL, DAVE FUNK, ANGELA LEWIS-KLEIN **VP-SA:** GLENN GITTINGS, JOHN SMITH, MELISSA TAYLOR **VP-UA:** TAYLOR PRATT, NAKIA STRICKLAND

**GUESTS REGISTERING ATTENDANCE**

**VP-HUMAN RESOURCES:** MS. MARY ELEIZABETH MILES  
**DIRECTOR TOTAL REWARDS:** MS. KARI AIKINS  
**UNIVERSITY POLICE CHIEF:** MR. GARY LEWIS  
**STAFF GRIEVANCE OFFICER:** MR. WILL ADAMCHIK  
**EXECUTIVE DIRECTOR – UofL FOUNDATION:** MR. KEITH SHERMAN

**OTHERS REGISTERING ATTENDANCE**

MIMI BELL, CATHY BUCKLEY, VICKI DAHILL, KRISTINA DOAN, SHELLEY DUNN, DONNA ERNST, SUSAN FOWLER, LINDA GAINOUS, KATHY HITE, TAMARA IOCONO, KAREN KAREM, CHRISTINA REED, KRISTIE SMITH, TAMMI THOMAS, BETSY WATERS, CAROL ZEHNDER

**VOTING MEMBERS NOT REGISTERING ATTENDANCE**

**ATHLETICS:** DANIEL MORRISSEY **BUSINESS:** SHANNON JENKINS **COO:** RHONDA GILLILAND **LAW:** LEE McWHORTER **MEDICINE:** KATHLEEN ELSHERIF **PROVOST'S OFFICE:** ANDREW GRUBB

**CALL TO ORDER**

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

**ACTION ITEM: APPROVAL OF THE MINUTES - SMITH**

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

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After the approval of the minutes, Chair Smith welcomed the new senators to their first meeting and announced that a New Senator Orientation will be held on August 10, 2021 on the TEAM platform.

**UPDATE: UNIVERSITY PROVOST - LOPEZ**

Ms. Sarah Lopez reported that she has been hired as the Deputy Chief of Staff for Provost Gonzalez. Dr. Douglas Craddock has been hired as the new chief of staff. Ms. Lopez, previously with the Office of Communication and Marketing, will attend the Staff Senate meetings to keep abreast of issues when Dr. Gonzalez is not in attendance.

**UPDATE: SECURITY UPDATE - LEWIS**

Chief Lewis updated senators on changes that have taken place in public safety at UofL over the past sixteen months.

- **Improved Technology** – The number of cameras has nearly doubled and we continue to increase controlled building access. All buildings on HSC use card readers for access. Work on Belknap continues to increase, but, currently, only about 60% of the buildings are equipped with card readers for access.
- **Cardinal Cruiser** - From dawn to dusk, our officers provide this safety transportation service for faculty, staff and students.
- **Reduction in Personnel**– Police agencies across the country are dealing with personnel reduction. Many officers are retiring and it is difficult to replace and retain them.

**Question:** Is there any safety advice for returning to campus?

**Reply:** As we return and get used to being around people again, we should be observant and mindful of our surroundings. We have to get back into the routine of not leaving personal belongings in the vehicle, especially valuables like laptops. For students this may be their first experience and they need to be aware to not prop doors open or not hold the doors open for people that are not a part of our campus community. It would be helpful if we had lanyard IDs to easily identify who is and who isn't part of the UofL community.

**Question:** With the increase in homeless camps around HSC, will there be an increase in police presence?

**Reply:** We are very well aware of the increase and are obviously responsible for what happens on our campus . Also, we try to do our best in that adjacent area. This is not only a U of L problem. It is something that we collectively have to work together to address. We have a meeting this week with a number of partners at our HSC facility to include homeless shelter leadership, Louisville Metro and others to try to address this growing problem. So, we are aware and plan on increasing personnel to deal with it.

At this time, a technical issue with the sound arose and the meeting paused while the IT team addressed it. Chair Smith asked senators to send him their questions for Chief Lewis and he would get the answers.

**INFORMATION ITEM: INTRODUCTION – MILES**

Ms. Miles said for those few moments (waiting for IT to fix the sound problem), the grace and the patience that we had for each other in that moment really says a lot about who we are. It is a good way to welcome one of the newest Cardinals to the UofL family. Total rewards includes retirement,

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compensation and benefits. Kari comes with several years of experience of total rewards, which is not very common in the market to be a subject matter expert in all those areas. Ms. Miles introduced Ms. Kari Aikins, the new Director of Total Rewards. Ms. Aikins said she is thrilled to join the Cardinal family and looks forward to working with, learning from and listening to the staff.

**REPORT: STAFF GRIEVANCE OFFICER - ADAMCHIK**

Senator Will Adamchik, the university's Staff Grievance Officer gave an overview of his duties. He serves as a resource for employees going through the grievance process or preparing for a pre-termination conference with Human Resources. He guides employees who are facing one crisis of employment or another, though, not as an advocate. He will research different policies and review grievants' documents. If necessary, he will make recommendations for alternative courses of resolution. This may include working with the university ombudsman or to contact the Employee Assistance Program. Many times, he will serve as a compassionate, active listener to employees who are struggling with some aspect of their work or relationship they have with a supervisor or a coworker. Mr. Adamchik shared his screen to show the number of contacts that had been made over the past year. He met or spoke to twenty-two employees from Belknap and HSC and averaged about one hour a week. The Staff Grievance officer plays an important role in conjunction with the Staff Grievance Committee. Breaking down the information, of the twenty-two employee contacted, fourteen were female and eight were male. Belknap Campus accounted for sixteen employees seen and six were from HSC. The main theme was job performance expectations.

**UPDATE: UNIVERSITY FOUNDATION – SHERMAN**

Mr. Keith Sherman, the Executive Director of the Foundation, gave the Senate an update on the foundation since his last presentation.

**Two Foundations** - We have two foundations. We have the foundation and the real estate foundation. The real estate foundation has about \$280 million worth of real estate around the city.

**Total Assets** – The official numbers are not out yet for June, but we're just over \$1.3 billion both foundations' assets are combined. That is the single highest combined asset value in the history of the foundation or the history of the real estate foundation.

**Investment Assets** - If you look at the investment assets, that is, what we invested in across the United States and around the world, it is about \$974 million. By June 30<sup>th</sup>, that number will be up around \$982 million. Our goal for return on investments is 6.2% annually. Last fiscal year, we had a 33% return. That is five times what we anticipated. This year we are still above at a 10.2% return.

**Endowed Assets** – This is the money that is given to the university and I counted as our endowed assets. In May, there was \$922 million in endowed assets. By June, it will be about \$930 million. This is the highest in the university's history.

**Changes** - Many changes were made this year. Changes made included hiring new investment advisors and changing our investment strategy. Some things were simplified and good, thoughtful decisions were made.

**Endowment Accounts** - When the market went crazy after the COVID drop in March 2020, there were \$58 million in endowment accounts underwater. As of March 2021, that was reduced to zero. This is the first time in over a decade that the endowments are not worth less than their original gift. As long as the market does not make a serious correction, they should remain that way.

[The full presentation is online.](#)

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**ACTION ITEM: BYLAWS REVISION - LEDFORD**

Senator Kevin Ledford presented the second and final reading of a change to the Staff Senate bylaws regarding the meeting days and locations. This proposed change will allow more flexibility in scheduling meeting times and locations. Senator Ledford read the changes to Article IX, noted in the linked document. Senate Parliamentarian, Senator Carcyle Barrett called for the vote.

**Question:** Have these changes been reviewed for the impact on our requirement to meet open records law and consistent meeting times and locations?

**Reply:** Yes, we reached out to Jake Beamer who is our open meanings expert because of his role with the Board of Trustees. We did not find any issue with proceeding in this format. As long as we identify the location and all of that stuff at the beginning of the year as we had been doing.

The motion to accept the revised bylaws passed.

[This report is online.](#)

**REPORT: CHAIR'S REPORT - SMITH**

Chair Smith reported on several topics.

- **New Students** – Last year's freshman class did not get any of the traditional Welcome Week events. That means this fall, there will be double the number of students on every campus looking for buildings and places to eat, among other things. As staff, a lot of us have contact with students and should be on the look out to help when we can. This will help with enrollment and retention efforts.
- **Salary Increase** – Going into last spring semester, enrollment was down about 700 students. After a big rally, it ended up positive 200 students. Because those enrollment numbers for spring were above projections, we will get a 1% raise effective August 1st. If we hit this fall's projected enrollment targets, there is a chance that we could get another percent in January.
- **Enrollment** - Vice Provost for Enrollment Management Jim Begany reported to the Board of Trustees a couple of weeks ago, that we were a little bit ahead of the recovery we saw in the spring. He is starting to think that maybe this is the way students are registering now. They are registering later than in previous years.
- **Board of Trustee** – More good news from the Board of Trustees meeting is the full restoration of retirement benefits. The university is also covering the increase in healthcare premiums and will not raise parking fees for faculty, staff and students this year.

**Question:** What are the university's plans when it comes to the delta variant for the fall?

**Reply:** The vaccine is effective against the delta variant. The Delta variant appears to be more easily transmittable than the COVID-19 itself, but the vaccines all seemed to be effective against it. The plan is to encourage people to get vaccinated.

**Question:** If the emergency use status is revoked by the CDC and becomes fully approved, will we require vaccinations?

**Reply:** We don't know at this point.

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**Question:** The note I saw in vaccination data said they only had information for those vaccinating in Kentucky. What is the plan for getting info from everyone or are faculty and staff going to have a self-report as well?

**Reply:** Anybody that is listed with an address outside of Kentucky will be contacted about reporting their vaccination status.

**Comment:** Wouldn't it make sense to give an incentive to those who are vaccinated in order to encourage those that are not vaccinated to get on board?

**Reply:** I agree.

**REPORT: SECRETARY-TREASURER – LEDFORD**

[This report is online.](#)

**REPORT: SGA REPRESENTATIVE - COOPER**

Mr. Cooper reported on the following topics.

**Student Services** – The SGA is creating a series of videos outlining the services that a new student would need to know. If anyone has a service they would like to be included, please contact him.

**Transition to Campus** – Over the next few months, the SGA is planning a lot of events to help students successfully transition to being back on campus.

**STANDING COMMITTEE REPORTS – SMITH**

- COMMITTEE ON ANTI-RACISM EFFORTS (CARE) – GULLY
  - This committee had no report.
- CREDENTIALS & NOMINATIONS (C&N) – STEIER
  - [This report is online.](#)
- POLICY, ECONOMICS & DEVELOPMENT (PED) – HOSONO
  - [This report is online.](#)
- SERVICES & FACILITIES (S&F) – GITTINGS
  - [This report is online.](#)
- STAFF GRIEVANCE COMMITTEE (SGC) – BEARE
  - [This report is online.](#)
- STAFF HELP & RELIEF EFFORTS COMMITTEE (SHARE) – DONAHUE
  - [This report is online.](#)
- STAFF MORALE & ENGAGEMENT (SME) – TAYLOR
  - [This report is online.](#)

**OTHER COMMITTEE REPORTS**

- HUMAN RESOURCES ADVISORY COMMITTEE (HRAC) - NEAL
  - [This report is online.](#)

**OLD BUSINESS**

None

**NEW BUSINESS**

None

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**ANNOUNCEMENTS**

There is no meeting in August. A New Senator Orientation will be held on Tuesday, August 10, 2021. More information will be sent out.

**ADJOURNMENT**

The meeting adjourned at 4:20 p.m.

Respectfully submitted,  
Gretchen Henry  
Senate Coordinator