

THE UNIVERSITY OF LOUISVILLE
STAFF SENATE MEETING AGENDA

DATE: April 13, 2021 | TIME: 2:30 PM | LOCATION: MICROSOFT TEAMS

The full recording of this meeting is online, [here](#).

CALL TO ORDER

ACTION ITEM: Approval of the [March minutes](#)

John Smith

The minutes will be considered for approval at the May meeting.

Senate Chair John Smith - We're always we're always happy when Neeli can carve some time out to be with us and I know she would like to be with us every month but given what's on her agenda and her calendar and things, sometimes it's just not possible so, but we're happy that she's here.

REPORT: President's Update

Neeli Bendapudi

Since somebody put it in the chat, I am a grandmother. I'll acknowledge that it is the best title one could have in the world. I'm now convinced. So really pleased and the little guy is 6 weeks old and I keep thinking about what it must be like for all the babies born during the pandemic. One thing I will say is that personally the impact on me has been to realize how we all have to work hard for all the babies being born. So, what we do as a University really matters to make it possible for every young person to be able to reach their dreams. So, I thought I would start off with that. Thank you.

Vaccines - In terms of updates, I thought we talk about vaccines first. I hope that you all know that at Cardinal Stadium, right now, we have 28 lanes open and from the time you show up there to when you get your vaccine is 10 minutes. That's all, even if it's like packed. It's the purple lot so you can avoid the traffic. That's how they have it planned. And open to anybody in Kentucky. As you know, over the age of 16 and so. Please let your family and friends know. Yesterday the governor announced that once we get to 2.5 million Kentuckians who have been vaccinated, he will remove restrictions on gatherings up to 1000 people. We're like 900,000 away from that number He called it his challenge to Kentucky. All that they're giving now is the Pfizer vaccine. I'm sure some of you at least will have questions about the Johnson and Johnson vaccination that we were so proud to get and gave last week. As you know, they have found out of 6.3 million vaccinations there were about six people who developed blood clots. It is literally one in a million. However, they want to test it and see. In Presidents cabinet we were talking about it. It's one in a million, and that doesn't mean it's trivial, right? I have family members who have taken the J&J and I'm not worried. The CDC is putting out information and we will be sure to share that.

- **QUESTION:** I got the J&J vaccine. Wouldn't they be able to track the batch numbers of the people who are experiencing the clots and then they would be able to trace it back to where they shipped those batches? As what I'm thinking. So, while it is a concern, I would imagine there are ways to track people and where it went.
 - **REPLY:** I honestly don't know enough about it. Before this meeting, the governor had a press conference. He thinks that we get clearance in the next day or two that the CDC is doing this out of an abundance of caution, at least if I understood it right. I understood him to say we will get the green light and then we can continue to use it. Because they paused the J&J, the Pfizer vaccine is the one we are using right now. So, wanted to share that too. But you're right, I bet they'll have an answer. They're just doing it out of an abundance of caution. Which is the right thing to do.

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Apparently, we have so much that we are prepared to give 200,000 vaccinations over the next two weeks.

Return to Campus - So what does this mean? I am actually excited that we will be able to come back to some sort of normalcy. And obviously, if most of our people take the vaccination, the better off we all are and the safer we all are. Thank you to each and every one of you. What you've done is remarkable. I will never forget it. This is a year we will never forget. But the thing I will remember the most is how our people have stepped up, so that we are hoping that in July we'll see how the vaccinations go and slowly start coming back and in August. If all goes well, we will have a big on campus presence. That's the hope.

To listen to more of this discussion, please go to the [recorded video](#) at time stamp 00:06:30

INFORMATION ITEM: [Proportional Calculation](#)

Jennifer Steier

My report is attached to the agenda, so I'll dive right into proportional calculations. I have it broken down into a nice little chart to show what area gained and lost seats.

To listen to more of this discussion, please go to the [recorded video](#) at time stamp 00:34:48.

Senate Chair John Smith - I think you can see all of our standing committees have really got a lot of traction and are really involved with a lot of good things. We're going to jump a little bit here and bring in Christopher Tillquist, our Faculty Senate representative.

REPORT: Faculty Senate Representative

Christopher Tillquist

Thank you so much. I appreciate being here and thank you for being patient with me. I'm going to report on a few things in terms of academic programs. The Senate approved a Family Business Management certificate from the College of Business and a Pediatric Acute Care certificate in School of Nursing. We heard the results of a Part-time Faculty survey. Part time faculty are, to a great degree, underpaid. If you're a new part time faculty member your salary might only be \$25K per year and you'll be cobbling it together, perhaps across multiple institutions. Part time faculty are not currently compensated for preparation time when a course is canceled. Some of these issues will hopefully be brought to light and solved by the administration.

To listen to more of this discussion, please go to the [recorded video](#) at time stamp 01:28:41.

REPORT: Student Government Representative

Henny Ransdell

No report was made.

COMMITTEE REPORTS

John Smith

We thought it was a good time to go over every committee again, especially with what Jennifer just talked about. Just to shine a little bit of light on all these different committees, which may help people in their committee preferences on filling out the form. So, we don't want to take a long time on any committee. We just want to give a brief overview of what the committee does.

DEFAULTS TO SENATE LEADERSHIP

Senate Chair – University of Louisville Board of Trustees

John Smith

I think we all know the chair automatically sits in as a full voting member on the Board of Trustees. It's interesting in Kentucky statutes every University has. It's not an across the board thing. For public

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institutions there is a section of the KRS statutes specifically dealing with every public institution in the state, but ours calls for our three constituency representatives to be full voting members on our Board of Trustees. Everybody on the board other than the constituency representatives are very successful business people and sometimes business people see things differently than academia. I think that's one of the biggest roles for our chair. Whoever that is just to continually try to bridge that difference between the collegiate setting in a corporate setting or the business world.

Senate Chair – University of Louisville Foundation Board of Directors

We are ex officio members of that, so we're not a voting member of that board in. We became an ex officio when there were a lot of problems at the board and it just seems like it would be prudent to have extra sets of eyes on things that were going on there. So just the way things were functioning. So we're a non-voting member on the Foundation Board of Directors. Our next meeting is Friday, so not a lot to report today.

Senate Vice Chair - University of Louisville Athletic Association

Andrew Grubb

Thanks John. I'm going to steal part of your report for mine because the ULAA board is much the same. There are a few people on there from the University, but there are a good number of outside community members, business people, that sort of thing who bring different perspectives. One thing I will also say about ULAA is that I think is good for all of us to know, and especially whoever ends up in my chair someday, that there is only one staff member on ULAA. There are other staff people in the room, mostly from athletics to present on certain topics, but the staff voice I would say is relatively muted. I have done my best to amplify this as much as I can, in particular during Covid. Asking repeatedly. It's gotten to the point now in the meetings where they know that I'm going to raise my hand and say what are you doing to protect staff? because they talked about all these different financial levers that they've been throwing in that have worked so far, to stave off furloughs and things like that. So yeah, the committee meets roughly quarterly. I was appointed as the Finance Committee chair this year, so I've been enjoying that role. I think it's good visibility and I'm getting a better sense for the workings of the board and we talk about all sorts of things, sometimes even when it's not Covid. It could be long term investment. So, like I've been in on discussions of like how much does state of the art lighting for the softball stadium cost so that you know the games can look good on ESPN and HDTV and things like that. How are ticket sales impacting things? What cool projects are our student athletes involved in? And you know what's their GPA and things like that. That's pretty much what we talk about on ULAA, and I'm also definitely happy to entertain questions offline. My report is also online.

STANDING COMMITTEES

- [Committee on Anti-Racism Efforts](#) (CARE) Leondra Gully
To listen to more of this discussion, please go to the [recorded video](#) at time stamp 00:45:3.250 -->
- [Credentials and Nominations](#) (C&N) Jennifer Steier
This report is online.
- [Executive Committee \(EC\)](#) John Smith
To listen to more of this discussion, please go to the [recorded video](#) at time stamp 47:46

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- **Policy, Economics and Development (PED)**

Virginia Hosono

What we do is spend a lot of time looking at and discussion policies. This past year we've worked to review and comment on the consensual policy as well as help HR in the difference between the temporary telecommuting and the telecommuting policy.

To listen to more of this discussion, please go to the [recorded video](#) at time stamp 48:06

- **Services & Facilities Committee**

Glenn Gittings

The Services and Facilities Committee's goal is to very simply try to connect things that would impair safety, visibility, different things that impact campus for all staff members, students and faculty.

To listen to more of this discussion, please go to the [recorded video](#) at time stamp 50:47

At this time, Ms. Mary Elizabeth Miles, VP-HR led an in-depth discussion regarding the Telecommuting Policy. **To listen to more of this discussion, please go to the [recorded video](#) at time stamp 54:34.**

- **Staff Grievance Committee (SGC)**

Jason Beare

The Staff Grievance Committee works very closely with HR, with the ombudsman and with the Staff Grievance Officer. We review the university's grievance policy for staff on a pretty regular basis. And then, of course, the main purpose of our group is to serve as an advisory team for individual staff grievances as they come in and reach the step three process in the grievance.

To listen to more of this discussion, please go to the [recorded video](#) at time stamp 1:20:29

- **Staff Help and Assistance Relief Efforts (SHARE)**

Kari Donahue

The Share Committee works on providing emergency financial relief. In the last year, we've awarded hundreds of thousands of dollars to staff who had temporary financial hardship. Our committee does not take the work lightly. We have to have compassion and empathy, but we are not here to be a financial program for poor money management.

To listen to more of this discussion, please go to the [recorded video](#) at time stamp 1:21:51

- **Staff Morale and Community Outreach (SMCO)**

Melissa Taylor

This committee's goal is to take care of that University community, but also to get the staff involved in the engagement side of that. So that's where we would like to officially change our name to Staff Morale and Engagement.

To listen to more of this discussion, please go to the [recorded video](#) at time stamp 1:24:25

UNIVERSITY-WIDE COMMITTEES

- **Academic Technology**

Katherine Linzy

The Academic Technology Committee works with everything around the intersection of technology and teaching and learning. If I tell you the names of the four subcommittees, I think you'll get a really good understanding of what we do. So, physical classroom technology, the process for selecting technology, evaluating existing technology, an enhancing the quality of synchronous instruction. Our next meeting is actually tomorrow.

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- **Awards & Designations** Christina Howard
No report was made.

- **Bookstore Advisory Committee** Glenn Gittings
The Bookstore Advisory Committee met today and sounds like they were trying to be more structured and organized. There was a discussion about book adoptions and the processes for that. They really wanted the opportunity to get out more to campus and events and that representation.

- **Commission on Diversity and Racial Equity (CODRE)** Christina Howard
No report was made.

- **Commission on the Status of Women (COSW)** Ellyce Patton
No report was made.

- **Community Engagement Steering** Melissa Taylor
No report was made.

- **Dining Services** Nakia Strickland
Our next meeting will be Tuesday, April the 20th, and so I should have more information to share at the next Senate meeting.

- **Faculty Senate Academic Programs** Shabeer Amirali
This committee reviews proposals from units for new academic programs, degrees and certificates.
To listen to more of this discussion, please go to the [recorded video](#) at time stamp 1:35:32

- **Faculty Senate Executive Committee** Ginger Brown
The Faculty Senate Executive Committee, much like our executive committee sends, sets the agenda for the Faculty Senate meetings.
To listen to more of this discussion, please go to the [recorded video](#) at time stamp 1:36:38

- **Faculty Senate Planning and Budget** Mike Materna
No report was made.

- **Human Resources Advisory**-Rhonda Gilliland, Virginia Hosono, Angela Lewis-Klein, Patti Williams
Mary Elizabeth Miles generally makes the agenda for that committee, but we are all able to ask to put something on the agenda, so we pretty much discuss all things HR.
To listen to more of this discussion, please go to the [recorded video](#) at time stamp 44:02

- **Intellectual Property** Ross Schultz
Our committee helps recognize and promote innovation for the University. It is not extremely active but anticipate changes to that over the next year with Kevin Gardner. I think anything with Kevin Gardner is going to ramp up. Anyone interested in this committee needs to be eager to learn.

- **Legislative Advisory** Carcyle Barrett

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The Legislative Monitoring Advisory Committee meets from January till about March or May every year to go over the bills presented by the state legislature that may impact the University. Due to Covid, this committee did not meet. Typically, a list of bills that they are reviewing is sent out. We've received two of those this semester.

To listen to more of this discussion, please go to the [recorded video](#) at time stamp 1:38:53

- **Non-Academic Grievance** Erica Gabbard, Leondra Gully, Kim Noltemeyer, Kim Rogers
Erica Gabbard - This group doesn't actually meet as a whole. I've done the training and participated in two hearings for students but based on the emails I'm not sure that the others have actually been contacted by the Dean of Students Office to get involved.
Leondra Gully - I actually found out that the meetings we have been participating in the same way is the Student Conduct Hearing Board, and not actually a part of the Non-academic Grievance. We're still trying to figure out who oversees the Non-academic Grievance and where that sits.

- **Parking Advisory Committee** Kathy Brashear, Martin Brown
The Parking Advisory Committee looks at parking issues on campus.

To listen to more of this discussion, please go to the [recorded video](#) at time stamp 1:42:20

- **Parking Appeals Committee** Angela Beverly, Kari Donahue, Angela Ren, David Schlaegel
Basically, what we do is the committee is not associated with the parking office at all. We review the parking tickets or citations that have been appealed.

To listen to more of this discussion, please go to the [recorded video](#) at time stamp 1:43:58

Student Government

Laura McKinney

No report was made.

University Planning and Design

Glenn Gittings

The University Planning and Design report is included in my [S&F report](#). The two reports dovetail into one.

University Police Advisory

David Schlaegel

This committee has not met.

AD HOC UNIVERSITY COMMITTEES

- **Benefits Account Management Administration RFP Committee** Rhonda Gilliland
The Benefits Account Management Administration RFP committee was just put together on April 4th. What we will be doing is reviewing proposals for benefit vendors.
- **Benefits Design Workgroup** Jason Beare, Rhonda Gilliland
Rhonda Gilliland - The Benefits Design Committee has not met recently, but we've heard from Mary Elizabeth Miles that that should be re-convening at some point. I did include 6 bullet points in my update of information.

To listen to more of this discussion, please go to the [recorded video](#) at time stamp 1:50:29

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- **Budget Planning & Monitoring Committee**
No report was made.

Tim Travis

- **Total Compensation**

Rhonda Gilliland

We've talked about this the last few meetings. We did evaluate proposals and chose Siegel as the vendor, formerly known as Simpson. HR is still working out the details with Siegel and getting a final signed contract.

To listen to more of this discussion, please go to the [recorded video](#) at time stamp 1:52:53

- **Workday Planning Committee**

John Smith

Work Day is basically the platform that will replace PeopleSoft. One of the things that the Senate has struggled with over the years is keeping constituent list updated. One of the conversations we've had is Workday's ability to be a lot quicker and a lot more robust. So, I think I think it's going to be a really good change for the Senate.

To listen to more of this discussion, please go to the [recorded video](#) at time stamp 1:53:56

- **Workday Change Ambassador Network**

Martin Brown, Melissa Shuter

Melissa Shuter - The Change Ambassador Network is a group of individuals who are imbedded locally and charged with bringing feedback so that we know that this will be changed. So as this change occurs, we want to make sure that we're responsive and thoughtful about how we navigate that change, how we train that change and so today is the start of that network which includes a Staff Senate, Faculty Senate, COSW, CODRE, as well as those embedded in the units.

To listen to more of this discussion, please go to the [recorded video](#) at time stamp 1:56:12

SENATE OFFICERS' REPORTS

- **REPORT: Chair**

John Smith

I'm not going to be lengthy with my report other than to say it's online. The biggest thing I wanted to share was finally the Shared Governance Work Group has some traction and is moving forward.

- **REPORT: Vice Chair**

Andrew Grubb

My report is online. I would like to say, if you're thinking about running for any of the leadership positions, I will be happy to talk to you about what that's like and what my experience has been. I would encourage you to do that because I think it's the kind of thing you have to follow your heart on, regardless of whether or not my supervisor and my wife think it makes sense.

To listen to more of this discussion, please go to the [recorded video](#) at time stamp 2:00:57

- **REPORT: Secretary-Treasurer**

Rhonda Gilliland

The financial report is online and I'm going to let you all take a look at that yourself because I think I have a little more important discussion to have and it goes along with what Andrew has just raised in his report. Serving on the leadership team? Well, it's been a challenge and it's been a privilege and my time in doing so is coming to an end.

To listen to more of this discussion, please go to the [recorded video](#) at time stamp 2:03:18

ADJOURNMENT

The meeting adjourned at 4:37 p.m.