

UNIVERSITY of LOUISVILLE
STAFF SENATE MEETING MINUTES

February 8, 2021

The Staff Senate of the University of Louisville held its regular meeting on February 8, 2022 on the TEAMS platform, Chair John Smith, presiding.

VOTING MEMBERS REGISTERING ATTENDANCE

ANS: Ginger Brown, Korinne Quire, Lindsey Ronay, Jason Sievers **ATH:** Barbara Bishop, Kelly Conklin, Tish Duvall, Blake LeBlanc, Kelly Moore, Daniel Morrissey, Kim Rogers **BUS:** Shannon Jenkins, Kayla Miller **COO:** Bobbi Carlton, Philip Carswell, Paul Eitel, Rhonda Gilliland, Denise Hand, Donna Hardesty, Mike Materna, Kim Noltemeyer, Mitchell Priddy, Jennifer Steier, William Taylor, Dennis Thomas, Patti Williams **DTL:** Bonnie Dean, Kelly Johnson, Tessa McGilbra, Pleshette Morrow, Ashley O'Neil, Lisa Sirles **ED:** Heidi Cooley-Cook, Sarah Kaiser, Janet Olson, Julie Thum **KNT:** Katherine Linzy **LIB:** Alice Abbott-Moore **MED:** Kenneth Allen, Martin Brown, Charles Carter, Angela Cox, Kathleen Elsherif, Lisa Floore, Kent Gardner, Melissa Garrett, Jennifer Hall, Skip Hurley, Deborah Kalbfleisch, Ruby Keith, Victoria King, Stephanie Kittle, Rebecca Ledford, Kim Laun, Jared Neal, Tony Simms, Andrew Weinberger, David Young, Lihua Zhang **MUS:** Christopher Dye **PH:** Rachel Quick **PRES:** Carcyle Barrett, Leondra Gully **PROV:** Will Adamchik, Shabeer Amirali, Andrew Grubb, Virginia Hosono, Linda Leake, Kevin Ledford, John Morgan, Taylor U'Sellis, Mark Woolwine **SPD:** Kari Donahue, Mani Vangalur, Brendan Stivers **VP-CE:** Patrick Smith **VP-HA:** Kristin Roberts, Bill Tuttle **VP-R:** Jody Carroll, Dave Funk, Angela Lewis-Klein **VP-SA:** Morgan Blair, John Smith, Melissa Taylor **VP-UA:** Taylor Pratt, Nakia Strickland

GUESTS REGISTERING ATTENDANCE

UNIVERSITY PRESIDENT: Dr. Lori Gonzalez

UNIVERSITY BOARD CHAIR: Ms. Mary Nixon

UNIVERSITY BOARD VICE CHAIR: Dr. Raymond Burse

EXECUTIVE DIRECTOR EMPLOYEE SUCCESS CENTER: Mr. Brian Buford

OTHERS REGISTERING ATTENDANCE

Kari Aikins, Shari Barnes, Mimi Bell, Amanda Borden, Crystal Bradley, Amanda Cunningham, Kristina Doan, Emily Doolittle, Shelley Dunn, Donna Ernst, Susan Fowler, Rebecca Grau, Theora Hudson, Amanda LaDuke, Lyshanna Cunningham, Katherine Markuson, Elizabeth Masters, Sherry McCroskey, Laura McDaniel, Lana Metzler, Mary Elizabeth Miles, Jessie Murnock, Stacie Nielsen, Eric Nunn, Charles Rains, Christina Reed, Tim Roberts, Tammi Thomas, Ketti Tonnemacher, Mark Watkins, Meagan West, James Wooten, Carol Zehnder

VOTING MEMBERS NOT REGISTERING ATTENDANCE

DTL: Faith Yount **LAW:** Lee McWhorter **MED:** Jason Beare, Timothy Travis **NUR:** Tim Dill **PROV:** Tony Robinson

CALL TO ORDER

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

ACTION ITEM: Approval of [December minutes](#) - John Smith

The December minutes were approved and are linked above.

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REPORT: Acting University President - Lori Gonzalez

Dr. Gonzalez reported on several topics.

Foundation - The foundation investments did well this year with a 33% return. This allows the foundation to increase the spend to the units. The spend is the amount of interest earned off the endowment. The endowment is not used, only its interest. This means any unit with an endowed fund will get more money in that fund. This is important because units can spend more of these funds and less from general funds. This will free up general funds for other things the units need.

Pay Increase – Though enrollment is slightly down, finances have improved over the past few years. This will allow the 1% salary increase as of March 1, 2022.

State Budget – Recently, Dr. Gonzalez spoke with the state House Budget Review Committee for post-secondary education about asset preservation, capital projects and Bucks for Brains. The Bucks for Brains is a program that matches state funds dollar for dollar. Though we are not sure what the state senate budget will be, but the fact that higher education is a topic of conversation is a good sign.

UofL Health – An announcement will be coming out next week on UofL Health’s decision to pay for its employees to attend UofL for free. UofL Health is covering the cost. It will be a great benefit for those employees and will help retain health care workers. It will also add to our enrollment numbers.

Searches – Updates on current administrative searches.

- **Vice Provost for Diversity, Equity and Inclusion** – This search is nearing its conclusion and an announcement will be made very soon.
- **Athletic Director** – This search is moving forward, though we don't know the timeline or when a hire will be made. There will be a lot of listening sessions with people to find out what it is they want to see in an athletic director for the Department of Athletics.
- **A&S Dean** – The search will start this fall with the intent of hiring by July 1, 2023.
- **Law School Dean** – This search is almost complete. Finalists will come to campus next week.

Questions: Vice Chair Grubb presented some questions from Mentimeter.

- **Regarding the recent snow days**
 - Why did the announcements not include Saturday and Sunday because there are staff who come in on those days?
 - **Reply:** I will make a point to talk to Mark Watkins and Gerry Bradley about weekends.
 - Why were some nonessential works required to come to campus anyway?
 - **Reply:** My suggestion would be to let the next level up know that happened.
 - Are there discussion among administration about preventing staff turnover?
 - **Reply:** The main conversation among administrators is getting more money in people's pockets. That is one of the things to help with turnover. And we know people will remain engaged if they are recognized for their work. This is where the Employee Success Center has done a great job.

Question: For over ten years, the medical school has successfully switched between in person and online instruction for various reasons. Because the curriculum is so dense, missing one day of instruction can be devastating to students and programs. We were handling this very well way before Covid. The email that went out prohibits this and now our hands are tied.

Reply: What we said in the fall was that if you had done something synchronous or remote before the pandemic, you could keep doing that. One of the issues that we had is there was a huge push from a small group of faculty working with undergraduate students saying they would go online no matter what the administration said. Working with undergraduate and professional students is very

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different. Our undergraduate students dropped in GPA and retention. We lost a lot of students who didn't come back from fall to spring. It is not that all flexibility is gone, but individual faculties cannot independently decide that they are taking their whole in person course remote. This is because there is a rule with our regional accreditor, SACSCOC, that says if a program goes online or remote, 50% of the offerings in that degree has to have an approval process. For example, if program A decides they're all going to go online, that is in violation of that standard which can put us in jeopardy with our accreditation. After this meeting, I will talk to Provost Bradley to talk to the deans about where flexibility can be built in with some monitoring. The intent was not to stifle innovation in education because of that. I appreciate you bringing that forward and agree with you that online is a huge part of our future.

REPORT: Employee Success Center - Brian Buford

Mr. Buford reported on news from the Employee Success Center.

Staff Recognition – An in-person event was recently held to celebrate staff who had worked at UofL for over 4000 years of service in total. These events will now be held twice each year.

The employee recognition awards will now be called the [Employee Excellence Awards](#). The next event is in April. A new staff award for 2022 is the [George J. Howe Award](#). The George Howe Award is somewhat of a lifetime achievement award. Though not explicitly written onto the nomination, it is someone who has served the university throughout their career. Mr. Buford encouraged senators to consider nominating someone they know that has had a career of service to the university.

Onboarding New Employees- Part of the efforts to make UofL a great place to work was to improve the onboarding experience. After much planning, the new onboarding process started in January. It is now held in person, which gives us the opportunity to welcome new people into the university. We have the time and the space to talk about what it is like to work at a university, what our culture is, what our values are. We make sure that every person gets a parking permit and a cardinal ID card. We take them on a tour of the Belknap campus and help them sign up for a Health Sciences center tour. Then, we have lunch with them at the University Club. The goal is to feel like it is a seamless, smooth transition into the new workplace. An important key to that is the onboarding navigator. This is someone in the new employee's department that can fill them in on things specific to that department. [Follow this link for more onboarding information.](#)

Mr. Buford encouraged senators to be on the lookout for all of the upcoming events. This semester there are learning cafes, workshops and lots of opportunities for people to be engaged.

REPORT: Board of Trustees Listening Session - Mary Nixon, Raymond Burse

The Board of Trustees Chair, Ms. Mary Nixon and Vice Chair, Dr. Raymond Burse joined the meeting to gather information for the upcoming presidential search. Ms. Nixon started the conversation saying the process itself has not been formally started and the board is in the early stages of deciding what the process will be. No significant decisions will be made until the national search firm is hired, which is the first step in this process. All other decisions concerning the process are on pause until then. The RFP for the search firm is being generated by the general counsel and procurement offices. This listening session is an informal step in the process to take any suggestions that you may have. Mr. Burse said he did not have anything to add to what Mary said. I think that describes where we are. Hopefully once the search firm is on board will be able to refine more with specifics in terms of where we are and how we go forward.

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Comment: What I hear from my constituents is they (staff) would like to have as transparent a process as possible. They also want representation in each step of the process.

Reply (Nixon): That is not surprising to hear. In doing our research, we spoke to another university about its search process, and they had a website dedicated to communicating what was happening during the search. We will have a website like that, as well.

Comment: Please be aware of the number of interim positions we have that may impact our SACS review in 2023.

Reply (Burse): The 2023 is only a report. We are very aware of the number of interims on the academic side of the university. Also, we understand the urgency, but we will sacrifice time in the search to find the very best person who has the very best fit for this institution.

Comment: We are only one administration removed from a corrupt period in UofL's history and it is more important for us to get somebody who is rock solid, reliable and more concerned with academics and doing right by our students. For a president, a solid citizen is more important than a rock star.

Reply (Nixon): I'm glad to hear you say that. For all three of the searches that are going on right now, it is an absolute must have that this person is squeaky clean.

Comments (from Mentimeter): Suggestions included: having at large staff representatives on the search committee with a lot of institutional memory; sharing the search's evaluation metrics with the public and the university community; a university president is a human, not a branding campaign personified, but someone who can build trust with us.

Comment: Less interested in the splashy press release and more interested in the internal workings and climate culture of the university. Also, about the branding, just saying UofL is a community of care, does not make it so. It has to already exist. And, for many, it does not exist. Many people have left the university and along with them goes their institutional knowledge.

Reply (Nixon): A lot of that is being shared in the exit interviews in HR.

Comment: Though there is no control or guarantee how long someone stays, but having a commitment from someone to stay long enough to where we can see some change. Maybe having a factor be that they are from the area or from Kentucky, so we can have somebody stick around and not use the university as a stepping stone.

Comment: I would like the new person to discover the talent that's already here. And that has that institutional knowledge because that is so valuable.

Comment (Burse): The search firm will help us develop the position statement. They will develop that by talking to the staff, the faculty and administration, as well as some community folks. They will take that information and distill it down. A lot of the things said here will be repeated, or at least language that comes close to the things said. My expectation is we run as transparent a process as possible.

REPORT: Staff Senate Chair - John Smith

Chair Smith reported that construction on the new residence hall on Belknap Campus is on schedule and on budget. As previously discussed, the strip mall on Fourth Street is on schedule to break ground this summer. Regarding Commonwealth Credit Union on Belknap not being staffed, that is because they have moved workers to other locations. Currently, the one closed to UofL is on HSC. The credit union

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leases the space on Belknap from UofL and is not contractually obligated to staff the space. There is an ATM and a virtual teller at the Belknap location.

REPORT: Staff Senate Vice Chair - Andrew Grubb

Vice Chair Grubb reported that the Athletic Association Board of Directors had been busy over the past couple of months. He also reminded senators that he was not running for reelection in June and encouraged senators to consider running for a leadership position.

This report is online and linked above.

REPORT: Staff Senate Secretary-Treasurer - Kevin Ledford

Senator Ledford encouraged senators to contact him if they have any questions about running for a leadership position on the Senate. He also reminded senators to complete the Compensation Study.

This report is online and linked above.

REPORT: Faculty Senate Representative - Tim Roberts

This report is online and linked above.

Question: Are the thoughts of the Faculty Senate on the presidential search similar to what we have expressed?

Reply: Yes, the feelings are basically the same.

REPORT: Student Government Update - Elijah Cooper

No report was made.

COMMITTEE REPORTS

- **Committee on Anti-Racism Efforts (CARE) - Leondra Gully**
 - This committee had no updates.
- **Credentials and Nominations (C&N) - Jennifer Steier**
 - This report is online and linked above.
- **Policies and Economic Development (PED) - Virginia Hosono**
 - This committee met and discussed various topics that included compensation and how it is developed, the value of remote work and the grievance policy.
- **Services and Facilities (S&F) - Paul Eitel**
 - This report is online and linked above.
- **Staff Grievance Committee (SGC) - Jason Beare**
 - This report is online and linked above.
- **Staff Help and Relief Effort (SHARE) - Kari Donahue**
 - This committee did not receive any applications in December or January. An application was submitted earlier this month and approved.
- **Staff Morale and Engagement (SME) - Melissa Taylor**
 - This report is online and linked above.

OTHER REPORTS

- **Human Resources Advisory Committee (HRAC) - Patti Williams**
 - **Get Healthy Now Points** - Employees can now log in to start earning points towards the \$40 health incentive.

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- **COVID-19 Testing Kits** – Kits can now be purchased at drug stores. When using the Anthem ID, the cost will ring up as zero.
- **W2 Tax Forms** - Copies of W2s can be printed from ULink. The form is under the payroll tab.

The full report is online and linked above.

OLD BUSINESS

NEW BUSINESS

ANNOUNCEMENTS

ADJOURNMENT

The meeting adjourned at 4:19 P.M.

Respectfully submitted,
Gretchen Henry
Senate Coordinator