

Tulane Staff Advisory Council

April 20, 2022, 3:00 p.m.

The Commons, Diboll Gallery (Room 300) and via Zoom

Present: Gale Marie Abbass, Shannon Aicklen, Trina Beck, Kathleen Carneiro, Will Ferbos, Janel Fielding, Kevin Grant, Lindsay Hellwig, Julie Henriquez Aldana, Ashley Hicks, Monique Hodges, Kristen Jones, Korey Lane, Jean Paul Lefort, Marissa Lespinasse, J. Malbrough, Marie Maywalt, Carmen McCaffery, Shawn Potter, Jonathan Remkes, Barb Ryan, Chloe Simoneaux, Andrew Squitiro, Matthew Tombaugh, Taryn Vinet, Brittney Yandle, Antoine Young

Excused: Anita Jobson-Wolfe

Guests: Michael Fitts, Jonathan Small, Brandy Perry, Katy Dupre, Nadia Jenkins

Absent: Tawanda Coleman, Steve Coy, Julie D'Antoni, Laura Doré Wiley, Natalia Fuentes, Brittney Hamer, Robert Morton, Evan Nicoll, Phillip Odom, Tsetsa Dankova Rosensteel, Sharon Valle, Kady Weingart,

Please email us at sac@tulane.edu to confirm your attendance if you are on Zoom on your phone. In the future if you are unable to make the meeting, please email us at sac@tulane.edu so we can mark you as excused.

Call to Order 3:05 pm

Welcome everyone.

- **Review and Approval of Meeting Minutes:** Minutes from the March 2022 meeting prepared by Anita Jobson-Wolfe were reviewed and voted on. Minutes were approved with no changes.
- The **Guest Speaker** was President Fitts who gave SAC a University Update. He discussed the Book Fest, the upcoming graduation ceremonies, and the class of 2026. This class had a 9% acceptance rate, a yield of 53% and a significant increase in the number of BIPOC students. Tulane's campaign goal of \$1.5 billion has raised \$1.37 billion. President Fitts also discussed
 - Project Rise partnership with Bernhard to renew, innovate, sustain, and engage by optimizing our energy infrastructure and improving our resiliency
 - Campus master plan – Uptown:
 - The Village Phase 1 should open Fall 2022
 - Paul Hall should open Fall 2023
 - TUPD Substation – Fall 2023

- Richardson Memorial Hall – Fall 2024
- Newcomb Hall 1st floor – Fall 2024
- A Unified Green linking Newcomb Quad & the LBC Quads - Fall 2025
- Campus Master Plan – Downtown
 - The TUPD substation in Deming Hall
 - The new housing at Thirteen15 Gravier
 - The Downtown Gym (opening soon)
 - Charity Redevelopment – January 2025
- New Orleans “Bio-District”
 - Centralized, Unique Urban Campus
 - Active Street Frontage
 - Inclusive Public spaces
 - Transparent & active ground floors
 - Seamless integration of Bio-District, CBD, and the Sports & Entertainment District

- **Announcements by Human Resources:**

Chloe Simoneaux shared the following information:

- **TIAA On Demand Webinars:** Be sure to login to your TIAA account, select “Resources” and check out the On Demand webinar library for TONS of great resources – including a quarterly economic update with their Chief Strategist, tips for how to turn your retirement into a paycheck for life, as well as plenty of info on financial health, diversifying your income plan, and setting yourself up for financial success.
- **Student Loan Debt Relief:** Through our retirement partner, TIAA, Tulane employees now have access to tools and services from the student loan experts at Savi, helping to navigate the complexities of federal student loan programs such as PSLF. HR&IE hosted two webinars – 5/11 & 5/18 – for employees to learn more. Savi will also be hosting weekly public webinars for anyone to join moving forward. [More info found here.](#)
- **Professional Development:** All PDD session recordings and materials from the 2022 event have been added to TU Learn. To view the PDD sessions, [click here.](#)

Jonathan Small presented an overview of the current initiatives tied to the 2018 salary compensation study. One adjustment was the raising of the minimum wage. HR is aware of the salary compression issues this created and is working on addressing them. Tulane has

a raise pool of 3% for FY23 and a portion of that pool will be held back to address compensation compression issues and market trends.

- Questions: reinstatement of the occurrence system so some employees are at risk of discipline for using sick days. In general, now that there is a full complement of staff in the HR office, they can address these issues. Please contact your HR business partner directly.
- Questions – The Free Lunches during spring break were appreciated. Will there be more free lunches in the future? Could there be options like bonus gift cards or additional days off. There may be. HR is always looking for ways to show appreciation for employees.
 - CHAT: Please include the Elmwood campus in the free lunches.
- Question: Will the HR Buddy system come back? Jonathan Small hopes to see it revived.
- Question: What is done with performance reviews after they are approved? What should happen is that the reviews are reviewed for themes or trends that need to be addressed. This hasn't necessarily been the practice but HR hopes to move toward using information from performance reviews more proactively.
- Question: Are exit interviews standard? No, but they are available for anyone who wants one. HR would like to formalize the process. We need to create an environment in which employees feel comfortable about discussing situations.
 - If an employee is moving from one unit to another, can there be an exit interview? Yes, the employee can reach out to the HR business partner for an interview.
- Question: What does the HR team look like now? Are the positions all filled? Jonathan says they are almost at full staff.
- **COMMITTEE REPORTS**
 - a. Board of Administrators (BOA) – Kathy Carneiro reported they talked about the progress through COVID – at 98% vaccination rate at Tulane. Book Festival had 6,000 participants. “Jazz Fest for the Mind”. Expecting 1,000 attendees at the 2020 graduation this Friday, after initially predicting around 400. Incoming admissions report: the incoming class is the most academically accomplished and diverse to date. Discussed fundraising and endowment. Alumni Association discussed their campaigns and are

starting to do in person sessions. Tulane will remain test optional for students applying for Fall 2023 entrance.

- b. University Senate – Kathy Carneiro reported on the April 4th Senate meeting which involved the ongoing editing of the faculty handbook and the language used for sabbatical policy. The Power outage in the Downtown campus was discussed. Carmen McCaffery reminded everyone that they are looking for volunteers for the two commencements. Robert Morton is collecting names and advised on the 2020 graduation needs and the 2022 graduation.
- c. Budget – no meeting
- d. Committee on Committees – no meeting
- e. Equal Opportunity – no meeting
- f. Benefits – no meeting
- g. Information Technology – Antoine Young reported there are a number of initiatives in IT and updates were given.
- h. Facilities – no meeting
- **SAC COMMITTEE REPORTS:**
 - i. Community Service – no meeting
 - j. Health & Wellness – Korey Lane says they are working with employees on all campuses to find spaces for events. Downtown gym may open in May 2022. Other events being planned. It is unclear whether Reily membership will mean staff can also attend the Downtown Gym.
 - k. Staff Appreciation: Shannon Aicklen provided an update: We met on March 24th to discuss future initiatives and how we can dovetail into other subcommittee efforts (IT Communications) with a future survey. We are gathering and storing data for our committee and future members to avoid starting from ground zero. We have collected information and contacts related to King Cake event and Crawfest. We also learned more on how to submit budget requests to SAC Officers. Our hope is to do a snowball event in the summer, work with Robert on Football event in fall and explore new ideas for a winter event. We continue to think of including all Tulane locations. I am really happy to have so many engaged SAC members on this Committee, who also (conveniently!) represent four campuses at Tulane. Have learned a lot in our short time together.
 - l. Staff Issues – no meeting

- m. Electronic Technologies/Information – Antoine says as of yesterday we can post on our new SAC social media accounts. Tech day was a wonderful event and thank you to SAC for being a sponsor.
- n. Elections – the Nomination form is live through Friday, 4/22/2022. If you were elevated from proxy to representative, you may need to check your status. Per Trina, proxies are elevated for a year, you serve as a rep for a year and are encouraged to run again. 35 nominations. The ballots will be sent out 5/4 for a week. Trina asked if those who are rolling off have been advised of that. J will review and reach out to those rolling off.

Next meeting is on May 25 at 3 pm in Qatar Ballroom in the LBC.

The meeting was adjourned at 4:30 pm.