

Tulane Staff Advisory Council

May 25, 2022, 3:00 p.m.

via Zoom

Present: Gale Marie Abbass, Trina Beck, Kathleen Carneiro, Julie D'Antoni, Will Ferbos, Janel Fielding, Natalia Fuentes, Kevin Grant, Lindsay Hellwig, Julie Henriquez Aldana, Ashley Hicks, Monique Hodges, Anita Jobson, Kristen Jones, Korey Lane, Jean Paul Lefort, J. Malbrough, Marie Maywalt, Carmen McCaffery, Robert Morton, Shawn Potter, Jonathan Remkes, Tsetsa Dankova Rosensteel, Barb Ryan, Chloe Simoneaux, Sharon Valle, Brittney Yandle, Antoine Young

Excused: Shannon Aicklen

Guests: Jonathan Small

Absent: Tawanda Coleman, Steve Coy, Laura Doré Wiley, Brittney Hamer, Marissa Lespinasse, Evan Nicoll, Phillip Odom, Andrew Squitiro, Matthew Tombaugh, Kady Weingart, Taryn Vinet

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 3:02 pm

Welcome everyone.

The chair called for a moment of silence to recognize the lives lost in the recent mass shootings.

- **Review and Approval of Meeting Minutes:** Minutes from the April 2022 meeting prepared by Anita Jobson were reviewed and voted on. Minutes were approved with no changes.
- **Announcements by Human Resources:** Sharon Valle reminded everyone that the Employee Assistance Program (EAP) is here to support everyone – faculty, staff, and their families either online or by phone access. <https://hr.tulane.edu/wellness/employee-assistance-program>.
 - The COVID Booster dose recommendation announcement from Tulane is at <https://hr.tulane.edu/content/covid-19-booster-dose-recommendation>.
 - Tulane benefits deduction holidays for hourly employees recently changed. See the announcement here: <https://hr.tulane.edu/content/benefits-deduction-holiday-biweekly-benefits-eligible-employees>.

- There will be upcoming Medicare/Medicaid informational zoom sessions for all those approaching retirement age. These sessions will be held quarterly.
- Reminder for all to get prepared for Hurricane Season; HR's instructions for emergency closures can be found here: https://hr.tulane.edu/emergency_closure

- **COMMITTEE REPORTS**

- a. Board of Administrators (BOA) – Kathy Carneiro reported no meeting
- b. University Senate – Trina Beck reported on the May 2nd meeting of the Senate. They had a second reading of the changes to the faculty handbook regarding sabbaticals and removed language that excluded certain categories of faculty from being eligible for sabbaticals. The ad hoc committee on the student equity fee gave a report. Back in 2019, the undergraduate student government passed a resolution to establish an equity fee. This resolution suggested that students at all levels pay a yearly \$240 equity fee. The resolution included suggestions on where the equity fee funds should be spent; mainly at centers and institutions serving BIPOC and other traditionally underrepresented students. The resolution also suggested that the university contribute the fee on behalf of those students who are unable to pay. A lot has happened in the DEI arena at Tulane since this resolution in 2019, but additional funding is still needed for many of the organizations serving BIPOC students. Senators agreed that students should not be asked to provide this funding and that the Senate should instead study what funding is needed and what resources can be allocated so the students don't have to pay for it. There was also a discussion on the Displaced Scholars Initiative. The Scholars at Risk Taskforce looks at scholars internationally whose home countries are unstable or unsafe for them and what connections we can make to provide them a home to continue their studies.
- c. Budget – Tsetsa Dankova Rosensteel reported that the committee reviewed the budget that was approved by the Senate but has to go before the Board. They discussed disaster relief, graduate student enrollment, and tuition increases. They assume all schools will work to improve graduate student enrollment. They also discussed the impact of inflation on the staff salaries and the administration is looking at how it can assist employees.
- d. Committee on Committees – no meeting
- e. Equal Opportunity – no meeting
- f. Benefits – no meeting
- g. Information Technology – no meeting

h. Facilities – J. Malbrough reported on the Uptown Campus' Village phase one is on track to open in Spring 2023. The Village Phase 2 is in early design stage with no timeline at this time. Paul Hall, the new science building, is expected to open in Fall 2023.

Richardson Memorial renovation is expected to be completed in either late Fall 2023 or Spring 2024. The new TUPD substation on Broadway will start this June and expected to open in 2023. Primate Center has construction with breeding colony. The Downtown Gym ribbon opening is June 3rd. School of Medicine is doing additional lab buildouts to convert space into labs due to increase in research. Charity Hospital is in early phases but have started work and expected to open in 2025. SPHTM expected to be the main tenant at Charity.

- **SAC COMMITTEE REPORTS:**

- i. Community Service – no meeting

- j. Health & Wellness – no meeting to report. Downtown Gym opening soon, and any current Reily memberships will cover both gyms. The Reily pools are offline until Fall 2023.

- k. Staff Appreciation: no meeting

- l. Staff Issues – no meeting

- m. Electronic Technologies/Information – no meeting

- **OLD BUSINESS**

- 1. Elections –J reported we held the elections, have tallied the results, and have seven from downtown and 10 from uptown. Next phase is to reach out to new members to confirm their acceptance and invite them to the June meeting. Official emails will be sent out in the next week or so.

- i. Downtown: Pamala Fatland, Tyrus Stewart, Robyn Kleinpeter, Venica Stewart, Marissa Lespinasse, Ranjha Khan and Katy Dupre

- ii. Uptown Shawn Potter, Kirsten Jones, Julie D'Antoni, Stephanie Mackin, Carmen McCaffery, Korey Lane, Matthew Tombaugh, Gabriela Garcia, Julie Henriquez, Constanza Porche.

- **NEW BUSINESS:**

- n. Officer Elections will be held in June. Any rep who has served at least a year is eligible to run. If proxies elevated to reps last year are interested in running, ask Trina re your status. Nominations and self-nominations will be accepted for Chair, Vice-Chair, Secretary & Elections Coordinator.

- o. Gale Marie Abbass asked about the vacation pool for staff who have medical emergencies. She reports that it is not working well for those who need it. Suggestions were for better communication regarding if the pool is empty and educating staff on how to donate. HR confirmed that if staff are about to lose vacation hours, those hours are available to donate to the vacation pool and will not expire after being donated. Carmen McCaffrey asked if staff could be made better aware of this program as a reminder for those about to lose their vacation hours. Vacation time is accrued and paid out to employees upon departure so that can be donated. Sick time is not accrued in the same way. Jonathan Small said that HR will report back on this issue at SAC's next meeting. Trina wondered if we could have an automated email to employees when they are at 80% of their accruable vacation pool to remind them to use their time and/or to donate the hours to the vacation pool. Jonathan said there are many technical hurdles to overcome but the goal is to
- p. Janel Fielding asked about the Tulane Buddy System and if the program was coming back. Jonathan says they have asked managers to incorporate this into the departmental orientation to some extent. Trina suggested reaching out to TULI to see if the pool of TULI alums can be leveraged to revive this program.
- q. Gale Marie asked if the flextime pilot had been evaluated and whether it is still in effect. Per Jonathan Small, it's not been evaluated yet but he expects it to be on-going. HR will send out messaging to ensure employees know that flexible work did not go away after the 6 month initial pilot period.

Next meeting is on June 15 at 3 pm in Reynolds Board Room in Tidewater on the downtown campus. The Provost is scheduled to be the guest speaker and officer elections will be held.

The meeting was adjourned at 4:00 pm.