

Tulane Staff Advisory Council
Meeting Minutes – September 22, 2021
Via Zoom

Present: Gale Marie Abbass, Shannon Aicklen, Eric Allen, Trina Beck, Kathleen Carneiro, Steve Coy, Will Ferbos, Janel Fielding, Natalia Fuentes, Kevin Grant, Lindsay Hellwig, Julie Henriquez Aldana, Ashley Hicks, Monique Hodges, Anita Jobson-Wolfe, Kristen Jones, Amy Kozak, Korey Lane, Lucia La Salle, Jean Paul Lefort, Marissa Lespinasse, J. Malbrough, Marie Maywalt, Carmen McCaffery, Robert Morton, Evan Nicoll, Shawn Potter, Tsetsa Dankova Rosensteel, Barb Ryan, Christopher Stokes, Matthew Tombaugh, Sharon Valle, Taryn Vinet, Kady Weingart, Brittney Yandle, Antoine Young

Excused:

Guests: Dominique Vining

Absent: Julie D'Antoni, Laura Doré Wiley, Lea Goodwin, Brittney Hamer, Regan LeCesne, Phillip Odom, Andrew Squitiro, Phillip Stitt, Jonathan Remkes

Call to Order 3:00 pm

Welcome everyone.

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.

1. **Review and Approval of Meeting Minutes:** Minutes from the August 2021 meeting prepared by Anita Jobson-Wolfe were reviewed and voted on. Minutes are approved.
2. **Announcements by Human Resources:** Sharon Valle shared some mental health / Ida recovery resources:
 - The Hurricane Ida Employee Assistance Relief Program is for benefits eligible employees which are part-time employees who work over 18.75 hours per week and full-time employees who work up to 37.5 hours a week. They can apply for a \$500 grant and the possibility of a zero-interest loan up to \$1,000 loan. Deadline to apply is 11/1/2021. <https://hr.tulane.edu/hurricane-ida>
 - **New Directions** is our Employee Assistance program which offers programs and services to help individuals achieve better health and to assist employees and their families in navigating difficult challenges. Tulane employees have access to webinars, onsite trainings, and mobile applications that can assist with work-life services, mental health & therapy, and professional training. <https://hr.tulane.edu/wellness/employee-assistance-program>

- One-on-One Support - New Directions offers solutions for living well at home and at work. Counselors provide confidential support for a variety of concerns, from coping with stress to information and support on financial issues, childcare, legal issues, relationships, and other life challenges. These services are available to you and your eligible dependents 24 hours a day, 7 days a week, free of charge, and are completely confidential. Reach New Directions professionals by telephone at 1-800-624-5544, or visit the website at <https://www.ndbh.com/>, company code: Tulane.
First 3 visits are free, additional visits would go up against your insurance.
- **Tulane Living Well Clinics** are Uptown and Downtown with counseling available. Uptown is at 200 Broadway Suite 108. Downtown is in the Hutchinson Building on the 2nd floor (up & down stairs)
- **NAMI (National Alliance on Mental Illness)**
 - **New Orleans – Uptown** <https://namineworleans.org/contact/> 1538 Louisiana Avenue New Orleans, LA 70115 Phone: (504) 896-2345
Email Address: namino@namineworleans.org
 - **NAMI New Orleans – Westbank** 2051 8th Street Harvey, LA 70058 Phone: (504) 368-1944 Fax: (504) 368-9784
- **United Way of Southeast Louisiana** - <https://www.unitedwaysela.org/disaster> - provides Emotional Support - Disaster Distress Helpline (videophone service available for American Sign Language users) - Call 1-800-985-5990 - 317 Decatur Street, New Orleans, LA 70130 Call 844-965-1386 to submit a case for debris cleanup, drywall removal, tarping, and chainsaw work. All services are free and performed by volunteers.
- **American Red Cross local** <https://www.redcross.org/local/louisiana/get-help.html>
 - Phone: (504) 620-3105
Get Help With:
 - Temporary Sheltering/Housing
 - Mental Health Assistance
 - Financial Assistance
 - Health Services

All Tulane staff and faculty must submit proof of their completed COVID-19 vaccination through the Campus Health portal by 11/15/2021. If employees received their vaccination through a Tulane clinic or if they previously submitted proof of vaccination, no further action is required. As of the date of this SAC meeting, 95% of Tulane community is vaccinated. If a faculty or staff

member previously reported declination of vaccination for medical or religious reasons, they must now submit for exemption from vaccination. For more information,

<https://hr.tulane.edu/content/covid-19-vaccination-policy>

Tulane providing free onsite flu shots for faculty & staff are a covered benefit with no out-of-pocket expense to employees with BCBS. Shots will be given out 10/20-26/2021. Appointments can be made at <https://hr.tulane.edu/content/free-site-flu-shots-faculty-staff%C2%A0%C2%A0-0>

COVID Surveillance Testing: regardless of vaccination status, everyone must get a surveillance test on returning to campus.

3. COMMITTEE REPORTS

- a. Board of Administrators (BOA) – they are meeting on 9/23/2021.
- b. University Senate – Trina reported on a Senate meeting that was called due to Hurricane Ida. It had mostly the same information as the President’s webinar on Hurricane Ida. Discussed housing issues for students and employees. Childcare was discussed as the Uptown childcare center had water damage. Internet connectivity issues and repairing the campuses were discussed. Tulane had widespread minimal damage and a few instances of severe damage. Tulane’s power plant was damaged. Repairs are ongoing.
- c. Budget – no meeting
- d. Committee on Committees – no meeting
- e. Equal Opportunity – no meeting
- f. Benefits – no meeting
- g. Information Technology – no meeting
- h. Facilities – no meeting

4. SAC COMMITTEE REPORTS:

- a. Community Service – Janel reported the Southshore school supply drive did not happen due to Ida. They are looking for drop spots for the Court Appointed Special Advocates (CASA) toy drive – please email her if you can host a spot. The drive will be collecting funds as well as toys. Uptown toys will go to the Jefferson CASA. Downtown campus toys will go to New Orleans CASA and Primate Center goes to St. Tammany CASA. Will start promoting in mid-October. Trina mentioned Outreach Tulane and CPS have opportunities to volunteer for Ida recovery. Outreach Tulane has been rescheduled for 10/16/2021 and can register on Wave Sync. Any questions: outreachtu@gmail.com.

CPS is hosting Ida supply drives on Monday 9/27 & Tuesday (9/28) on the Uptown campus in the LBC – if interested in helping out, register at

<https://airtable.com/shrhUDGC3y9jy8aQf>

- b. Health & Wellness – Korey has no updates, but Reily Center is slated to open on Monday (9/27) at regular hours (hopefully)
- c. Staff Appreciation: the Football Game Ad Hoc Committee. We are looking at moving the date to the October 30th game. TIAA CREF is still looking to sponsor this event. Will need a lot of assistance due to the multiple areas. Email rmorton@tulane.edu if able to participate. Game time TBD. A signup spreadsheet will be added to MS Teams.
- d. Staff Issues – Trina reported that the SAC Tuition Waiver 101 Webinar was to be held on 9/8 but has been rescheduled to Thursday, October 7th from 12 – 1pm. Kevin Grant will update the slide deck. We had 30-40 registered for the 8th and will reach out to them and publicize it. The session will be held virtually and be recorded. Natalia wants to hold a Staff Issues committee meeting next week if that works for everyone. She would also like to set up an online system to share extra equipment / supplies across the university (such as labels, furniture, envelopes, desk accessories) and keep it out of the landfill. Reps agreed this could be useful but logistically challenging. Trina mentioned getting the Student Recycling group involved. Glass recycling through Housing is still pending per Matthew Tombaugh. It was delayed due to Ida.
- e. Electronic Technologies– Antoine mentioned the first meeting will be the week of 10/4 and will send notice on MS Teams.

5. Old Business

- a. Professional Development Day moved to 3/25/2022.

6. New Business –

- a. Trina received a question on what we can share from SAC meetings with our departments. Remember that we hear a lot of information here before other people because we are an advisory council and are asked to provide feedback. It's not our role to be sending out new information from other units. They should be able to craft their announcements in their own language. SAC reps and proxies are welcome to share information verbally and advise that more information is forthcoming.
 - a. Natalia asked if officers could confirm with guest speakers to advise which information is not quite ready to be shared even verbally.
 - b. Newsletters and Minutes are vetted with the President's office to make sure we are sharing information in a proper manner.
- b. Ida feedback / thoughts : representatives were invited to ask questions or share constructive feedback about Tulane's Ida response and recovery.
 - Robert – is there any change with Open Enrollment dates and the change with the retirement recordkeeper? Sharon has not heard anything.

- Natalia – it would be nice to have a list of the other universities with Eduroam Wi-Fi service so if evacuated, could go to a local university and work on their Wi-Fi. Eduroam.org has a list of member institutions per Steve Coy. Tsetsa says that if you walk on a campus with Eduroam it is very simple to access WI-FI.
- Gale Marie – was surprised that the listservs were taken offline and that staff were advised us about this at 1am. She would like a list of what IT was taking offline during normal working hours and not at 1am so everyone could prepare.
- Natalia – with more storms forming in the gulf, the old timeframe for planning evacuations is not necessarily workable and maybe Tulane needs a pre-storm and a post-storm evacuation plan; so students can have the items they need to take in both situations.
- Gale Marie – graduate students were left on their own with no support from the university. Can Tulane consider sheltering off campus students on campus?
- Kathy C – was a graduate student during Katrina and the Ida response was a vast improvement over Katrina response. Texting with weblinks is not helpful with no WI-FI availability. Summary texts with words and not links would have been helpful. Emails were sent to Tulane emails only which were not being checked. Can information be sent to non-Tulane emails?
- Natalia - Could we have access to Everbridge to text students? Or another texting system? Zelle? WhatsApp? Could we set it up to have school / department groupings?
- Steve – consider going back to giving out hard copies of information and remind students to have important information printed and not rely on online copies of important numbers.
- Will – Thanked everyone for the feedback and reminded everyone of the hard work that occurred during the hurricane.

Next meeting in person with a zoom option in Reynolds Boardroom on Downtown Campus on October 20 at 3pm.

The meeting was adjourned at 3:58 pm.