

# LSU | Staff Senate

## MEETING MINUTES

February 19, 2025

President Olivia Phelps presided over the February 19, 2025; Staff Senate meeting held in the Event Room on the Second Floor of the Barnes & Noble Bookstore at LSU at 10:30 a.m.

### Unclassified

#### Executive/Administrative/Managerial

P - Tammy Millican ('27)

#### Professional/Non-Faculty

P - Blanchard, Debbie ('27)

A - Bonner, Amber ('26)

A - Bonnette, Michael ('27)

P - Breaux, Kevin ('25)

A - Carney, Mo ('27)

A - Cristina, Jennifer ('26)

P - Drake, Dalmer ('26)

A - Duplechain, Joshua ('25)

P - Faulkner, Carli ('27)

P - Franks, Stephenie ('25)

P - Gresham, Deanna ('27)

P - Guttner, Ginger ('25)

A - Kennison, Jennifer ('25)

P - Louviere, Willie ('27)

P - Martin-Whitaker, Neely ('25)

P - McDonald, Quinneke ('27)

A - Miller, Cassaundra ('25)

P - Mimms, Anissa ('26)

P - Muller, Casey ('26)

P - Oster, Anthony ('24)

P - Owens, Jace ('26)

P - Phelps, Olivia ('26)

P - Popov, Jennifer ('26)

P - Simpson, Katilyn ('25)

P - Smith, Henri ('27)

P - Waters, Bradley ('26)

P - White, Dayton ('25)

A - Whittington, Paige ('26)

A - Williams, Amberlon ('25)

A - Wilson, Derek ('27)

### Classified

#### Skilled Crafts

P - Constance, Taylor ('25)

#### Technical/Paraprofessional

A - Matkovic, Igor ('26)

#### Clerical/Secretarial

A - Butler, Whitney ('25)

A - Jensen, Jerri ('26)

P - Smith, Celeste ('26)

#### Service/Maintenance

A - Robertson, Winkeyssa ('27)

P - Indicates Present

Pr - Indicates Proxy

A - Indicates Absent

A/P - indicates Absence not Counted

## **GUESTS:**

Justin Locket, LSU Athletics

Joshua Shelton, College of Coast & Environment

Steven Probst, School of Architecture

Virginia Pfeifer, Department of Philosophy & Religious Studies

Elyse Arnold, Center for Academic Success

Zacki Soliman, Campus Federal Credit Union

## **CALL TO ORDER**

The meeting was called to order by President Olivia Phelps at 10:30 a.m.

## **ATTENDANCE**

There was a quorum with no proxies noted.

## **PLEDGE OF ALLEGIANCE**

Senator Jennifer Popov led the Pledge of Allegiance.

## **APPROVAL OF THE MINUTES – January 15, 2025, Staff Senate Meeting**

A motion to accept the minutes was made by Member-at-Large Tammy Millican. The motion, seconded by Treasurer Henri Smith, carried.

## **SCHOLARSHIP AWARDS PRESENTATION**

President Olivia Phelps recognized the recipients of the 2024-2025 Staff Senate Fee Support Scholarship Award for staff employees.

The fall 2024 Recipients are:

Alfonso “Justin” Lockett, Jr. is pursuing his degree in Sports Administration. After graduation, he plans to continue to work in Athletics whether it be in facilities and/or operations or possibly become a general manager with a specific sport.

Joshua Shelton has taken classes as a non-degree seeking student from August 2023 – December 2024. Joshua works with the College of the Coast & Environment.

Elyse Arnold is pursuing her master’s degree of Education in Counseling with a concentration of Clinical Mental Health Counseling. After graduation in May 2026, she plans on becoming a Licensed Professional Counselor in the State of Louisiana to provide mental health support to underrepresented populations. Elyse works in the Center for Academic Success.

Victoria Pfeifer is pursuing a master’s degree in art history and liberal arts. After graduation, she plans to continue in her current role at the Department of Philosophy and Religious Studies.

## **PRESIDENT'S REPORT**

President Olivia Phelps reviewed relevant meetings in which she attended.

Phelps attended the Tiger Traditions Ribbon Cutting. LSU Dining recently unveiled Tiger Traditions, a new restaurant located on the first floor of the Student Union, that aims to serve classic Louisiana cuisine.

Phelps attended a meeting with Elahe Russell, Associate Vice President of Accounting Services and Hope Rispone, Director of Financial Accounting & Reporting along with Treasurer Henri Smith and Melonie Milton to discuss possible solutions to our taking payments for fundraising events.

In response to that meeting, she attended a meeting with the Foundation to discuss a fundraising website for the Staff Senate to be able to promote and receive payments through fundraising efforts.

Phelps attended an Administrative Process and Improvement Committee Meeting. The committee is working on solutions with the process of bringing international visitors to campus.

Phelps also met with representatives with Financial Aid & Scholarships regarding the awarding process. The Staff Senate Scholarship for staff dependents has been awarded to faculty dependents this year, which has happened in the past. The current awarding process needs to be updated to include more senate approval along with an application process before those students are named.

There was a discussion with the full senate of rescinding the award this year and for new students to be chosen due to its intended purpose and criteria.

A motion to draft a resolution in support of amending the Staff Senate Scholarship agreement to include an awarding process was made by President-Elect Quinneke McDonald. The motion, seconded by Member-at-Large Tammy Millican, carried.

## **COMMITTEE REPORTS**

### **Long Range Review & Planning**

Member-at-Large Tammy Millican submitted a written report for the meeting that was held on February 11, 2025, which was included in the meeting packet for review

### **Education & Professional Development**

Senator Neely Martin-Whitaker submitted a written report for the meeting that was cancelled on January 8, 2025, which was included in the meeting packet for review.

### **Staff Appreciation & Events**

Member-at-Large Tammy Millican announced that the State of Louisiana Seafood Board has approved a contribution of \$2,000, towards the Crawfish Boil that is scheduled during Staff Appreciation Week at LSU.

## **NEW BUSINESS**

### **Senator Appointment**

The Staff Senate Executive Committee has approved the following appointment.

Steven Probst, who works in the School of Architecture, has expressed an interest in getting involved on the Staff Senate. She has been employed at LSU since 2019. Steven is filling a vacancy in the Clerical/Secretarial (Classified) Category through 2027.

### **General Election Timeline**

Staff Senate General Elections – 2025

February 24, 2025 - Staff Employee Lists requested from HRM.

March 3, 2025 - Call for Nomination (Candidacy Form on the website)

March 14, 2025 - Deadline for nomination forms to be returned to the Staff Senate office.

March 21, 2025 - Deadline for nominees to withdraw.

March 31, 2025 - Ballots distributed to Staff (per Category)

April 14, 2025 - Deadline to return ballots to the Staff Senate office.

April 15, 2025 - Tabulate results; notify winners.

## **OLD BUSINESS**

### **LSU Staff Senate Strategic Plan**

Member-at-Large Tammy Millican announced that the Long Range Review and Planning Committee members have been divided into two teams to edit the plan: External to focus on Representation, Advocacy, & Communication and Internal to focus on Resource Gathering, Involvement, & Communication. The committee will email the 20 respondents who expressed an interest in participating in a focus group to give them an update and let them know they will be invited to review the draft when it is completed and offer feedback. The committee will submit an executive summary with recommendations on managing and updating the strategic plan.

### **Staff Senate Budget**

Treasurer Henri Smith provided a written financial report for February that was included in the meeting packet for Senate review.

## **ANNOUNCEMENTS**

### **March Meeting**

The March 19, General Meeting will be held back in the Event Room on the second floor of the Barnes & Noble at LSU Bookstore.

Representatives with Human Resource Management have been invited to speak about the Windfall Elimination Provision and what it means for staff and their retirement.

Member-at-Large Tammy Millican is serving on the Homecoming Committee this year and asked if anyone has any ideas to please share those with her.

### **Staff Senator Birthday**

Staff Senator February Birthdays:

- Treasurer Henri Smith celebrated her birthday on February 9.
- Senator Jennifer Kennison celebrated her birthday on February 11.
- Senator Igor Matkovic celebrated his birthday on February 12.

Happy Birthday!

**MOTION TO ADJOURN** – With there being no more business, Treasurer Henri Smith made a motion to adjourn. The motion, seconded by Secretary Bradley Waters, carried.

The meeting was adjourned at 12:00 p.m.

Bradley Waters, Secretary

BW/mm