

LSU | Staff Senate

MEETING MINUTES
January 15, 2025

President Olivia Phelps presided over the January 15, 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)

P - Campen, Ryan ('25)

P - Carney, Mo ('27)

P - Duplechain, Joshua ('25)

P - Faulkner, Carli ('27)

Pr - Franks, Stephenie ('25)

P - Gresham, Deanna ('27)

Pr - Guttner, Ginger ('25)

Pr - Kennison, Jennifer ('25)

P - Louviere, Willie ('27)

Pr - Martin-Whitaker, Neely ('25)

P - McDonald, Quinneka ('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)

P - 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

Pr - Butler, Whitney ('25)

P - Jensen, Jerri ('26)

P - Smith, Celeste ('26)

Service/Maintenance

P - Robertson, Winkeyssa ('27)

P - Indicates Present

Pr - Indicates Proxy

A - Indicates Absent

A/P - indicates Absence not Counted

GUESTS:

Greg Lacour, Planning, Design & Construction
Kelsa Henderson, LSU Online & Continuing Education
Jennifer Cristina, Campus Life
Broty Stelly, Parking & Transportation Services
Dalmer Drake, LSU Online & Continuing Education
Keirstin Elliott, Campus Federal Credit Union
Chad Schell, 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 five proxies noted.

PLEDGE OF ALLEGIANCE

Senator Jennifer Popov led the Pledge of Allegiance.

APPROVAL OF THE MINUTES – December 18, 2024, Staff Senate Meeting

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

GUEST SPEAKER – GREG LACOUR, PLANNING, DESIGN & CONSTRUCTION

President Olivia Phelps introduced Greg Lacour, Director of Campus Planning with LSU Planning, Design and Construction.

Greg Lacour thanked the Staff Senate for the opportunity to speak today. LSU's Master Plan is a guideline for future growth. It is a living document that gets reviewed and adjusted over time as it relates to the University's strategic plan for population, research, and initiatives. Greg mentioned projects of priority with regards to state funding through Capital Outlay.

LSU's "First Century Quad" is almost one hundred years old. We all have great reverence for this sacred place and the State plans to fund deferred maintenance over the next 10 years which will make an impact on the repair of these facilities.

LSU's "Next Century Quad" is STEM curricula focused. Patrick Taylor and Energy, Coast, and Environment are in place, and there are several proposed sites for future buildings. As projects develop the plan will adjust.

The future Library Learning Commons is currently still in schematic design. You may have seen the social media posts asking for people to "vote." We are waiting on direction from upper administration.

Construction and Advanced Manufacturing building is proposed to be built adjacent to the current Public Safety Building. Architect selection will be in early 2025. Pre-Programming/Concepts are complete, and the Foundation has donors interested in participating.

Our Lady of the Lake Interdisciplinary Science building construction is underway as everyone knows. The Dairy Store will be located on the ground floor. First year Biology, Chemistry and Physics will be taught, with research Labs on the fourth floor. Construction is scheduled to be complete by December 2025.

The Julian Hall Design building is almost 40 years old. Brick began to show movement on the façade of the building. Structural testing determined that the brick ties had rusted over time. The brick was removed. A new porcelain panel system will be installed. The gray finish is a waterproof membrane that will protect the building until the new system is installed in 2025.

There is a proposed modification to the Master Plan relating to Field House Drive. The 2017 Master Plan proposed a new road tying into Field House on the edge of a future very wide quad. This road is intended to replace Engineering Drive west of Patrick Taylor which will eventually be removed to create the new quadrangle. This new drive would require the relocation of the services in these buildings to another location on campus and the demolition of seven buildings. Five of them are Facility Service including the maintenance shops, the carpentry shop, and the FPO offices. Two of the buildings are home to Mechanical and Electrical Engineering Laboratories.

Our University Architect proposed extending Field House Drive along its existing path to connect to South Quad Drive. This will allow these critical buildings to remain until future funding can be allocated to relocate their functions. Facilities will eventually relocate, and the engineering labs will move into some of the future space on campus. Repositioning the road will allow buildings to be built where the existing buildings are, which will create a quadrangle that matches the width of our existing quad facing the new Library Learning Commons. It is important to note that all planned future buildings need to house Registrar-controlled classrooms appropriately sized for future pedagogy.

Greg mentioned some Greek housing updates. The LSU Historic District was expanded a few years ago. Construction and demolition in this zone require approval from the State Historical Preservation Officer.

There is consideration for developing the golf course area to potentially include a venue for basketball, gymnastics, concerts, etc. as well as a future research park. This current idea is highly conceptual at this time. The Administration and the Foundation are working in conjunction with the city/parish on various potential scenarios.

The Institute for Human Center design has been engaged by LSU to give us a road map for the scope of changes needed on campus, in buildings, digitally online, and for all programs provided by LSU both in person and remote. This will be a three-year process with the primary goal of raising the LSU Community's awareness of the broad range of disabilities.

The floor was opened for questions.

President Phelps thanked Greg Lacour for attending today's meeting.

GUEST SPEAKER – BROTY STELLY, PARKING & TRANSPORTATION SERVICES

President Olivia Phelps introduced Broty Stelly, Communication Specialist with LSU Parking and Transportation Services.

Broty Stelly thanked the Staff Senate for the opportunity to speak today. He mentioned that the Library Construction Parking Plan is scheduled to begin June 1, 2025. The new library will be located where the Electrical Engineering "B" Lot and Forestry Lane "C" Lot are located. There are about 235 parking spaces that will no longer be available. Broty shared some possible solutions for those who park in those lots. Most of the employees who use these lots are going to Patrick F. Taylor Hall, Life Sciences, and the Arts & Design building so they wanted to keep that in mind when trying to relocate these employees.

For the "C" parking permit holders, they are planning to open four lots that include the Cogan Lot that will add 25 spaces, E.B. Doran Lot that will add 15 spaces, Facility Services "B" Lot that will add 15 spaces, and the Facility Services West Lot that will add 30 spaces for a total of 85 spaces gained. There are approximately ninety people who currently park in the Forestry Lane Lot so they will still be relatively close to their buildings.

For the "B" parking permit holders, parking will be a little tougher since they are not assigned to a specific lot. Also, as there is more construction, there will be fewer parking spots, so they are seeing that "B" parking is moving outside of the guarded gates. Some of the commuter lots will be converting to assigned "B" permit parking that will include adding seventy-five spaces in the Touchdown Village West Lot and fifty-five spaces in the South Quad Lot for a total of 130 spaces gained.

Parking and Transportation would like for employees to be aware of the micro-transportation alternative called Park & Geaux.

One of the initiatives outlined by this strategic plan was the creation of a Park & Geaux Mobility Hub to assist in the mobility and transportation of students, faculty, and staff from the exterior commuter lots to the core of campus in a safe, convenient, and sustainable manner.

The Park & Geaux program is an affordable, sustainable express shuttle. By purchasing the permit, campus affiliates will have access to park in the Tiger Park East Lot on Skip Bertman Dr. and access the Park & Geaux shuttle bus running to and from the Student Union every 5-7 minutes. This service operates Monday through Friday from 6:00 a.m. - 6:00 p.m. They also offer an on-demand shuttle service until 1:00 a.m.

The floor was opened for questions.

President Phelps thanked Broty Stelly for attending today's meeting.

GUEST SPEAKER – JENNIFER CRISTINA, CAMPUS LIFE

President Olivia Phelps introduced Jennifer Cristina, Manager with LSU Campus Life.

Jennifer Cristina thanked the Staff Senate for the opportunity to speak today. She manages the Food Pantry and although Campus Life operates on student fees, the pantry is not directly funded by those student fees.

Jennifer spoke about the history of the food pantry.

2013

- The pantry began inside a closet hosted in the Dean of Students storage area.
- Shelf-stable items supplied through campus food drives stocked the shelves.
- Approximately three hundred students used the service.

2016

- A department in Student Affairs took over the management of the pantry.
- Size, operational function, and usage have continued to grow.

2017

- The pantry affiliated with the Greater Baton Rouge Food Bank as a member agency for access to a consistent food inventory.
- Participation in their Retail Donation Program allows the pantry to pick up from grocers such as Trader Joe's, Whole Foods, Walmart, and Rouses.

2020

- The present-day pantry opened on the first floor of the Union building in its current 985 sq. ft. space.

2024

- The pantry changed from an online ordering system available 2 days a week to an open shop model available to students once each day.

Jennifer shared that about 25% of college students experience food insecurity. They are hoping to release a basic needs survey to determine what those numbers are for those who use the food pantry and for those who don't at LSU. We are aligned with the SEC Food Pantry Alliance where they can look at the other schools with regards to their size and demographics to see what they are doing as well.

The LSU Food Pantry is open Monday through Thursday from 11:00 a.m. to 6:00 p.m. and on Friday from 11:00 a.m. to 4:00 p.m. The pantry is open to all currently enrolled students. Students do not need to apply or show financial need. The pantry operates through donations from the Greater Baton Rouge Food Bank, area grocery stores, campus food drives and financial donations. Each week, there open shop model provides approximately 1,200 visits and provide 7,400 pounds of food to students.

Volunteers are vital to the food pantry allowing the pantry to remain open for extended periods and operate even during academic breaks. The pantry is available unless the university is closed. Please consider volunteering either as an individual or as an organization.

Student organizations looking to volunteer can join the "Friends of the Pantry" program. This program offers a convenient on-campus opportunity for organizations to volunteer and earn service hours. In the past year, they have seen a 76% increase in service hours earned at the pantry, totaling over 2,200 hours. As a "Friend of the Pantry," your organization will adopt a week of volunteer shifts. It is a great way to get involved and make a difference!

In the past year, the pantry processed over 21,000 orders and distributed 261,550 pounds of food. Pantry use continues to increase and can only thrive through partnerships, community supporters, and volunteers.

Here are some ways you can support the pantry:

- Shop our [Amazon Wish List](#). The list is up to date with some of the pantry's most wanted items.
- Make a monetary donation through the [LSU Foundation](#). Search "Food Pantry" in the fund search box.
- LSU faculty and staff can [payroll deduct a donation](#).
- Donate items directly to the pantry. Please [email the pantry](#) to find out current needs before collecting items.

Groups wanting to host a food drive should [contact the pantry](#) to receive the Food Drive Resource Packet and to register your drive. This step will ensure the pantry receives currently needed items and that shelf space is available.

During the last World Series, the pantry received a sizeable donation from the Jello Shot competition held at a local bar in Omaha, Nebraska who hosted the challenge to raise money for the food pantries for those schools who made it to the World Series.

The Hill Farm also has donated fresh produce such as squash, zucchini, kale, lettuce, broccoli, and cabbage. They have donated approximately 1,700 pounds of food a year.

LSU will participate in the Southeastern Conference (SEC) Food Fights that will be held from April 5, through April 18, which coincides with Staff Appreciation Week that is being planned at LSU. Join the fight against hunger by donating food/personal hygiene items or by making a monetary donation. Each item or dollar donated will count as one point toward the competition with the other food banks of the SEC.

The floor was opened for questions.

President Phelps thanked Jennifer Cristina for attending today's meeting.

PRESIDENT'S REPORT

President Olivia Phelps reviewed relevant meetings in which she attended.

Phelps attended Facility Services Holiday Party which was a wonderful event. It was great to see a lot of their staff members who attended. She thanked them for the invitation.

She participated in judging the Holiday Door Decorating Contest. The results are:

Best in Show:

College of Human Sciences & Education – Office of Financial Services
"Merry Swiftmas"

Honorable Mention:

Accounting Services (Bursar Lobby)
1400 items collected

1st Place:

Accounting Services (Busar Lobby)
"Mike's Looney Toons"

2nd Place:

LSU Olinde Career Center (158 Student Union)
"Mike's Jukebox"

3rd Place:

LSU Libraries (30 LSU Library)
"Mike & the Chipmunks"

Thank you to all for participating and helping to feed our hungry Tigers at LSU.

Phelps announced that she attended the Staff Appreciation and Events Committee meeting. Staff Appreciation week is being for April 7-11, 2025. Some of the vents being planned include:

- Monday
 - Morning and Afternoon Tour of Tiger Stadium for about fifty employees
 - Paws @ Work
- Tuesday
 - Baseball Tailgate
- Wednesday
 - Department recognition
 - Staff Stripes award
- Thursday
 - Crawfish
- Friday
 - Ice cream social

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

Phelps also attended a meeting with some staff members across campus to address some concerns within their units.

LIAISON REPORTS

Civil Service Commission

Senator Taylor Constance submitted a written report for the meeting that was held on December 3, 2024, which was included in the meeting packet for review.

NEW BUSINESS

Senator Appointment

The Staff Senate Executive Committee has approved the following appointment.

Dalmer Drake, who works in LSU Online and Continuing Education, was the next runner from the last general election and has expressed an interest in getting involved on the Staff Senate. He has been employed at LSU since 2019. Dalmer is filling a vacancy in the Professional/Non-Faculty (Unclassified) Category through 2026.

Jennifer Cristina, who works in Campus Life with the Food Pantry. She has expressed an interest in getting involved on the Staff Senate. She has been employed at LSU since 2019. Jennifer is filling a vacancy in the Professional/Non-Faculty (Unclassified) Category through 2026.

OLD BUSINESS

LSU Strategic Plan

Member-at-Large Tammy Millican announced that the Long Range Review and Planning Committee has collected some survey results that she plans on sharing with the committee. They will set-up some focus working groups to work on sections of the strategic plan. Once the plan is drafted, the committee will release to the full senate for further discussion and a vote.

Staff Senate Budget

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

ANNOUNCEMENTS

February Meeting

The February 19, General Meeting will be held in the Career Center Classroom (256J) in the LSU Student Union.

Louisiana Lights held at the Burden Research Center on Essen Lane attracted over 50,000 attendees this past season. They plan to hold again in 2025.

Baton Rouge Green will host their annual tree giveaway at Arbor Day at the Botanic Gardens on Saturday, January 18, 2025, from 9a.m. – 1 p.m. They have about 2,000 trees of different varieties.

The Swap Shop is doing a big push for household items needed due to the expected snowstorm that is predicted next week. This is a resource for international students at LSU who can visit the Swap Shop

to get free apartment essentials like kitchenware, bedding, and small home goods. The Swap Shop relies on donations from the LSU and the Baton Rouge community. If you are interested in donating, you may drop off items at the Global Community Center located at 3365 Dalrymple Drive during office hours: Monday-Friday, 8am-4:30pm. If donations must be dropped off outside of these office hours, donations may be placed in the front entrance courtyard.

The School of Kinesiology is hosting Wellness 2.0 which is physical fitness while at work. There will be two cohorts in the spring. President-Elect Quinneka McDonald will share the information with the full senate via Teams.

Staff Senator Birthday

Staff Senator January Birthdays:

- Senator Cassaundra Miller celebrated her birthday on December 31 (was unable to attend the December meeting).
- Member-at-Large Tammy Millican celebrated her birthday on January 5.

Happy Birthday!

MOTION TO ADJOURN – With there being no more business, Senator Casey Muller made a motion to adjourn. The motion, seconded by President-Elect Quinneka McDonald, carried.

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

Bradley Waters, Secretary

BW/mm