

**Tulane University**  
**Staff Advisory Council**  
*Minutes of Thursday, October 11, 2007*

ATTENDEES		ATTENDEES	
		<b>OFFICERS</b>	
<b>DOWNTOWN CAMPUS</b>		Cynthia Hayes, Chair	<b>Present</b>
Glenda Folse	<b>Present</b>	Susan Barrera ,Vice Chair	<b>Present</b>
Tami Jenniskens	<b>Present</b>	Rhonda Earles, Elections Coord.	<b>Present</b>
Roxanne Johnson	<i>Excused</i>	Kathleen Brumfield, Record Sect.	<b>Present</b>
Paula Lucas	<b>Present</b>	Cheryl Sterling, Corresp. Sect.	<b>Present</b>
Linda Miller	<b>Present</b>	Jered Bocage, Parliamentarian	<i>Excused</i>
Cindy Stewart	<b>Present</b>		
Shirley Tubre	<b>Present</b>	<b>MEMBERS – AT – LARGE</b>	
Karen Hiller (proxy)	<b>Present</b>	Lisa Britton	<b>Present</b>
Merisa Pasternak (proxy)	<b>Present</b>	Ann Case	<b>Present</b>
Yesenia Vasquez (proxy)	<b>Present</b>	Rob Platner	<b>Present</b>
		Verma Lee	<i>Excused</i>
<b>UPTOWN CAMPUS</b>		<b>INVITED GUESTS</b>	
Marty Brantley	<b>Present</b>	Stefanie Allweiss	<b>Present</b>
Gwen Peacock Chavez	<b>Present</b>		
Liz Davey	Absent		
Shirley Dymond	<b>Present</b>		
Miriam Espinosa	<b>Present</b>		
Paul Forbes	<i>Excused</i>	<b>NORTHSHORE</b>	
Lisa O’Dwyer	<b>Present</b>	Eileen deHaro	Absent
Judy Vitrano	<b>Present</b>	Mary Little	<i>Excused</i>
Linda Wright	Absent	Robert Johnson (proxy)	<b>Present</b>
Argentina Acosta (proxy)	Absent		
Jenny Daigle Benoit (proxy)	Absent	<b>VISITORS</b>	
Christi Longlois (proxy)	<i>Excused</i>	Tanya M. Jones	<b>Present</b>
Aaron Martin (proxy)	<i>Excused</i>		
Lauri Orgeron (proxy)	<i>Excused</i>		

*All Officers are serving the Staff Advisory Council term 2007 – 2008*

**Call to Order:** Cynthia Hayes, Chair, called the September 20, 2007 meeting of the Staff Advisory Council to order at 3:30 p.m. The meeting was held at the School of Public Health and Tropical Medicine in the Dean’s Conference Room, Tidewater Building 24<sup>th</sup> Floor.

**I. Review and Approval of the Minutes:** Cynthia called for a motion to approve the September 20, 2007 minutes. The minutes were approved with no corrections.

**a. Guest Speaker: William Thacker, Tulane Ticket Sales Associate, Athletics**

Mr. Thacker introduced himself and explained that there are three football games left. The next game coming up is the homecoming game and they would like all to attend. Their office has put together a mini packet for the rest of the season. It is \$55 for the rest of the games (faculty and staff).

Baseball - Several people have been asking about it. They are currently working on the stadium. They will be doing a walk-through for the Hullabaloo Homecoming party. Tickets are \$125.00, which includes the 1) walk-through, 2) cocktail party with all the coaches and student athletes. If you put money down for your baseball seats, you will be seated by mid-November; however, they don't have the season tickets yet since they are waiting for the schedule to come out.

Basketball – Basketball season is coming up. Men and women teams are both looking pretty good. The women's team is picked to win the conference again this year.

Faculty and Staff Pricing is Available

Groups (15 or more) – Highly discounted, can get custom t-shirts made for groups, will announce the group at the game, kid activities (before game can play on court, ball-boy, high five tunnel)

Programs – 1) Alumni have purchased season tickets; however, due to them living all over the country cannot attend games. Therefore, they have donated the tickets. The Athletic Department has set up a "Reading and Good Behavior Program at six (6) schools who they will donate the tickets to students who, 2) Will make bobble heads of coaches, 3) Women and girls day in sports is 2/10/08, 4) Think Pink Breast Cancer Awareness Day is 2/16/08.

Basketball madness is scheduled for Friday, 10/12/07.

Family Pack – Four (4) Season Tickets

**II. Report of the Chair**

- **SAC Committee Members** – Cynthia explained that she failed to mention last meeting that all the SAC Senate committee members are new. Some SAC Senate committee members who have been on committees for a long time have questioned why the changes were made. Basically, due to Katrina and all the changes that have taken place since that point in time, it was time. Therefore, Anne Banos and Jim Mackin (Senate secretary) thought that it was time to change. Every time that committees meet, it is important to have a representative at the meetings so that we can have a voice; therefore, if a committee member will not be able to attend a meeting, it is important to let the chair know so that a proxy can be sent in their place.

**III. Human Resources Liaison: Stefanie Allweiss, Executive Director of Employee Relations and Equity**

- As of Tuesday, 10/9/07, the PAF Automation is 99.9% ready. The audience reported that it is up and running as of today.
- Wellness Initiative is on its way. She and Sandy West met with Darby Berthelot of the American Heart Association and Tulane will definitely be participating in the START Walking at Work Program on 4/16/07. The first meeting for the Wellness

Committee will be held on October 30, 2007. Anne Banos has made the Wellness Program a priority.

- Staff Excellence Awards Nominations Paperwork has gone out. It is due back November 5, 2007. Every committee member from last year has accepted with the exception of one individual. Once the nominations have been received, that committee will meet in late November or early December to pick the nominations.
- She has received the following inquiries at the last WFMO Directors' Meeting:
  - staff minutes and how they are accessed
    - The minutes are posted on the SAC web-site
  - what are we looking at for the Staff Appreciation Event
    - Lisa Britton will be reporting on this event later; however, we are not really sure what we will do
- Milestone Anniversary Event – There will be a once a year event; doing it twice per year was too cost prohibitive.

#### **IV. Officer Reports**

**a. University Senate: No Report.**

As always, the minutes of the University Senate meetings may be found online at <http://www.tulane.edu/~usenate/> once they have been approved.

**b. Board of Administrators: No Report**

#### **V. University Senate Committees:**

1. Benefits – No Report
2. Budget Review – Aaron Martin attended. See attached report.
3. Computing – No Report.
4. Equal Opportunity – No Report.
5. Physical Facilities – No Report.
6. Social Issues – No Report.

#### **VI. SAC Sub-Committees:**

**Election Committee: No Report**

1. Electronic Technology and Information: No Report
2. Recognition: Report given by Lisa Britton, Chair of Recognition Committee. We don't have a date for the Staff Appreciation event. Anne Banos saw a play that Ricky Graham did and she suggested that we consider the play as an event for the staff. Lisa has tried to make contact with Ricky Graham through another gentleman who is a friend of Ricky Graham; however, she has not been successful. Lisa is open for suggestions. Keep in mind that we want to keep the event light, different, and fun. Unfortunately, she does not have anything definite to present. Cynthia pointed out that

January 24, 2008 has been put on the calendar as a moving target in terms of what we do and availability.

3. Staff Issues: The Staff Issues committee met at 2:00 p.m. on Thursday, 10/11/07. Report was given by Susan Barrera, Chair of Staff Issues Committee.
  - **Parking Issues** – 1) How much you pay being based on salary grades and 2) Garages that don't have working elevators. They decided to come up with a list and invite Tony Lorino to one of the SAC Meetings.
  - **Human Resources Issues**
    - Employees Working Comp – Is that allowable, is there a policy?
    - Staff Retirement Benefits – 20 years vs 25 years
    - When will WFMO work on salary grades, staff positions, and compensation?
    - Concerns about essential Tulane police who worked vs non essential police who worked.
    - Nursery Calendar coinciding with Tulane's holidays
  - **Community Events for Thanksgiving and Christmas**
    - Judy and Gwyn will chair the Christmas event. Judy will look into setting up an account. Should you have any ideas for families please let them or Cynthia know.
    - Thanksgiving – identifying a person or people to do some things for. If anyone is interested in chairing this initiative, please let them know. They talked about collecting donations, purchasing meals as opposed to collecting can goods. Stefanie reiterated that recipients cannot have any ties to Tulane.
4. Constitution: No Report.

#### **VII. Old Business:**

- American Heart Association START! Walk to be held on Saturday, November 17, 2007 Audubon Park
  - Sandy West will assist Rhonda Earles with coordination of the Walk
  - Four people signed up as team captains at the last meeting. Rhonda circulated sign-up sheet for additional volunteers for teen captains
  - Goal is to have two hundred people walking
  - Med School has a number of teams signed up already
  - All-SAC email will go out tomorrow after everything has been finalized with Darby. That will give everybody the website to go on line to set up their webpage to have team members go in and signup. The web-site is as follows: [neworleansheartwalk@kintera.org](mailto:neworleansheartwalk@kintera.org)

#### **VIII. New Business:** Nothing to report

#### **IX. Next Meeting:** The next meeting will be held at the Uptown Campus on November 8, 2007 at the Lavin-Bernick Center for University Life, Rechler Conference Room.

**X. Adjournment:** The meeting was adjourned at 4:20 PM.

Kathleen Brumfield  
Recording Secretary

Approved \_\_\_\_\_ on \_\_\_\_\_, 2007