

LSU | Staff Senate

MEETING MINUTES
November 17, 2021

President Amber Salvadras presided over the November 17, 2021, Staff Senate meeting held in the Event Room in Barnes & Noble at LSU at 10:30 a.m.

Unclassified

Executive/Administrative/Managerial

P - Tammy Millican ('23)

Professional/Non-Faculty

P - Alvarez, Capri ('23)
P - Braden, Laurie ('22)
P - Carney, Mo ('24)
P - Clemmons, Jill ('23)
P - Cummings, Ellen ('22)
Pr - Duplechain, Joshua ('24)
A - Garner, Karen ('22)
P - Garza, Jorge ('24)
Pr - Ghebreiyessus, Walta ('22)
A - Harb, Ryan ('23)
P - Herman, Catherine ('22)
P - Hicks, Emmy ('24)
P - Law, Shemeka ('24)
P - Lee, Quinneka ('24)
Pr - Lewis, John ('23)
P - Levesque, Jonathan ('22)
Pr - Nickerson, John ('22)
A - Rafati, Karina ('22)
P - Sansoni, Gerald ('23)
P - Shaw, Linda ('24)
A - Shows, Haley ('23)
A - Slocum, Jenee ('23)
P - Smith, Henri ('24)
P - Stone, Megan ('23)
P - Trahan, Amy ('22)
P - Washington, Valori ('23)
P - Williams-Carter, Tyrslai ('24)
P - Wilson, Derek ('23)
P - Yan. Le ('22)

Classified

Skilled Crafts

P - Corbitt, Brent ('22)

Technical/Paraprofessional

Pr - Matkovic, Igor ('23)
A - Mark Nehlig ('24)

Clerical/Secretarial

P - Salesneves, Sarah ('22)
P - Salvadras, Amber ('22)
P - Sparks, Donna ('24)

Service/Maintenance

P - Christopher Hopkins ('24)
A - Robertson, Winkyessa ('24)

A – Indicates Absent

P – Indicates Present

Pr – Indicates Proxy

GUESTS:

Craig Wooley, Information Technology Services
Sean Robbins, Information Technology Services
Jason Walker, University Stores

CALL TO ORDER

The meeting was called to order by President Amber Salvadras at 10:30 a.m.

ATTENDANCE

There was a quorum with five proxies noted.

PLEDGE OF ALLEGIANCE

Treasurer Catherine Herman led the Pledge of Allegiance.

APPROVAL OF THE MINUTES – October 25, 2021 Staff Senate Meeting

A motion to accept the minutes was made by Past-President Jonathan Levesque. The motion, seconded by Senator Christopher Hopkins, carried.

GUEST SPEAKER – CRAIG WOOLEY & SEAN ROBBINS, INFORMATION TECHNOLOGY SERVICES

President Amber Salvadras introduced Craig Wooley and Sean Robbins with LSU Information Technology Services.

Craig Wooley and Sean Robbins thanked the Staff Senate for the opportunity to speak with the group today.

Craig Wooley began by sharing a presentation that outlines the Phone System (PBX) Replacement Project.

PBX is a Private Branch Exchange telephone system that serves 7,000 analog phones and 3,600 VoIP phones. It also provides 3,500 voicemail boxes. The risks for today's infrastructure is that outages are happening due to the age of the equipment which is over 40 years old. Malicious security risks can happen. LSU is also paying \$250K per year for maintenance. They do not even make the parts needed for most repairs.

The Microsoft Teams Collaboration Platform is a business and marketing concept describing the integration of enterprise communication services such as instant messaging (chat), presence information, voice (including IP telephony), mobility features (including extension mobility and single number reach), audio, web & video conferencing, integrated voicemail, e-mail, SMS and fax.

Some of the features included are:

- No additional cost
 - Domestic long distance is FREE
 - Phone functionality is included as part of Microsoft A5 licensing
 - No costly on campus equipment to maintain
- No more long-distance authorization codes
- The same number can be leveraged on up to 10+ different devices or clients (includes mobile application)
- Flexibility to make and receive call from computers, smart phones, or traditional style phone.
- Phone number privacy, eliminating need to release personal phone numbers
- Improved Voicemail Capabilities
 - Voicemails can be received as an email with the recording and transcription
 - Transcription to text visible within Teams soft phone client
- Ease of implementation
 - Many LSU faculty/staff/students are already leveraging Microsoft Teams

Some of the soft phone features include:

- Easy-to-use - user only needs a device with microphone and/or audio capabilities and the internet to begin communicating. Video calling accomplished if device includes a camera.
 - Compatible with any USB or Bluetooth headset
 - Flexibility and convenience – if you need to work remotely, the soft phone travels with you. Anyone can log into any device and have their instance of Teams available anywhere in the world.
- One-stop-shop for communication - Dialing is integrated with Microsoft Teams client, which also includes Teams file sharing, calendar, persistent chat, etc.
- Multiple contact options (within LSU campus contacts) - 578 number, name, or myLSU user ID
- Future-proof - upgrades are easy to install
- Secure - security protocols are handled at an enterprise level with no cost to the user
- Easy access to dial pad, recent calls, missed calls, favorites, and voicemail

Physical Phones can be provided at a cost to the department. (Estimated price ranges: \$95-\$225). The goal would be to minimize the need for these phones. Use of a physical phone should be limited to common areas, individuals who need specific abilities that these phones provide, etc.

Craig explained what's next:

- The anticipated timeline for this implementation is winter 2021 through summer 2023.
- More details specific to departmental implementation timelines will be released in the near future.

- A spreadsheet will be sent to Department Heads and Cost Center Managers requesting updated phone details.
- During project rollout, any issues with existing Avaya phones will be resolved by deploying the Teams solution.

There was also an update on the Student Information System Project. The latest information is:

- LSU is still in the procurement phase of the project
- On October 28th, the LSU BOS approved for us to have contract discussions with Workday
- Contract discussions are in progress
- Although progress is being made, nothing is final until an agreement is signed
- The following LSU Institutions would partake in the SIS project:
 - LSU A&M
 - LSU Shreveport
 - LSU Alexandria
 - LSU Eunice

The floor was opened for questions.

President Salvadras thanked Craig Wooley and Sean Robbins for attending today's meeting.

PRESIDENT'S REPORT

President Amber Salvadras reviewed relevant meetings in which she attended. She has attended some meetings with Community Engagement and the Holiday Spectacular Committees to help plan Holiday on Campus. She has also attended a Zoom Meeting with President-Elect Tammy Millican with some of the SEC Schools to discuss what universities are doing through Covid. They hope to continue to meet to see what the other Staff Senate's are doing.

COMMITTEE REPORTS

Staff Appreciation

President Amber Salvadras announced that the Candy Gram Sale was very successful this year. We sold over 1,100 candy grams. The delivery of those have been delayed but we are working to get those out as soon as possible.

The Holiday Box Decorating Contest registration is open until December 3. Judging will be held on December 9-10. Senators will be needed to help judge the entries.

LIAISON REPORTS

Past-President Jonathan Levesque met with Monique Cain, Craig Wooley, and Susan Crochet regarding a project that they have been discussing regarding professional development for

classified staff members. This would also include computer training. Craig Wooley is very supportive of this idea. Any ideas are welcome as they try to get this program implemented.

President Salvadras announced that the Faculty & Staff Enrichment Fund at the Foundation has about \$17K dedicated for professional development

OLD BUSINESS

Proclamations

President Amber Salvadras announced that the Commendation for Tom Galligan will be presented to him during the December 15, 2021 general meeting.

Staff Senate Budget/Gift Fund

Treasurer Catherine Herman provided a written financial report that was included in the meeting packet for review by the full Senate.

Staff Senate Apparel/Photos/Placards/Name Tags

Staff Senate Administrative Coordinator Melonie Milton announced that the apparel items have been ordered. The name tags and placards have been delivered.

The Office of Communications & University Relations still has the scheduling application open for Senators who would like to take a professional photographed headshot for the Staff Senate website. Please send the Staff Senate Office a copy once you receive from the photographer.

Future Guest Speakers

A guest speaker has not been invited for the December meeting. The Executive Committee would like to have a holiday luncheon. An announcement will go out once a decision is made on where that will be held.

Matt Lee with Academic Affairs will guest speak in January 2022.

If anyone has any suggestions for a Guest Speaker, please send those to the Executive Committee.

NEW BUSINESS

Staff Senate Appointment

President Amber Salvadras announced that the Executive Committee approved the following appointments:

- Jason Walker from University Stores to fill the Unclassified Employee group vacancy from Lindsay Sarkissian's resignation through June 2024.

Holiday on Campus

The Staff Senate will host the 31st Annual Holiday on Campus event on Tuesday, November 20, from 6:00 – 8:00 p.m. in the LSU Student Union. We are still looking for a Photographer and some Face Painters if anyone knows of someone who would be interested, please let the committee know. Senator volunteers will be needed. A sign-up sheet will be circulated.

ANNOUNCEMENTS

Staff Senator Birthday

Staff Senator November Birthdays:

- Senator Linda Shaw celebrated her birthday on November 2.
- Senator Haley Shows celebrated her birthday on November 7.
- Senator Ellen Cummings celebrated her birthday on November 10.
- Senator Megan Stone is celebrating her birthday today, November 17.
- Senator Donna Sparks will celebrate her birthday on November 21.

Happy Birthday!

MOTION TO ADJOURN – With there being no more business, Senator Henri Smith made a motion to adjourn. The motion, seconded by Senator Brent Corbitt, carried.

The meeting adjourned at 12:00 p.m.

John Nickerson, Secretary

JN/mm