Minutes
Staff Senate Meeting
Tuesday, August 5, 2003
Lear Auditorium

Departments represented: Admissions, Architecture, Arts & Sciences, COAD, Civil Engineering, EDCC, Electrical & Computer Engineering, Engineering, Library, Math & Computer Science, Mechanical Engineering, Office of Management, President’s Office, Registrar’s Office, Student Activities, Student Affairs, University Advancement, Provost’s Office, VITRC

New Staff Senate Chair Dane Johnson called the meeting to order. Dane welcomed everyone to the first meeting of the new academic year. He introduced the 2004 Staff Council: Joni Starr (Vice-chair), Marilyn Hotaling (Secretary), Rochelle Bogan-Marion, Nancy Catalina, CharMaine Hines, Tracy Kash, Linda Wareck, and Joyce Wolka, and thanked Past Chair Cathy Phillips for her effort and help.

Dane introduced the two special speakers: Dr. Lee Johnson (VP of Finance and Administration) and Mr. Harry Butler (Director of Campus Safety). Dr. Johnson gave a presentation of the up-coming and possible future renovations of LTU parking lots and roadways. Some of the changes will include resurfacing Lot D, changing the ingress/egress to Lot D, resurfacing part of the Northwestern service road, and sidewalk repair. He mentioned that resurfacing of Lot D would begin on Aug. 6th and would last for about 2 weeks. During this time, access to Lot E will necessitate using the cordoned-off road between the Buell Building and the Tech Center. There will be temporary signage posted during the resurfacing.

Dr. Johnson discussed proposed lighting changes (dual lamp on present post near LTU entrance reflecting toward Lot D, the installation of 2 more lights in Lot D, and the addition of more conduit lines for emergency calls from Lot C). He mentioned that the trend at other universities seemed to be toward “open” parking (non-designated, “as-come” basis). He said it is preferable to have the safety people patrolling for safety, not checking to make sure cars are in their right spaces (which occurs in designated parking). At present, parking is designated as “faculty/staff/student” during the day, and operates on an “open” basis after 5:00pm in most lots. The question was asked about the possibility of erecting a parking garage. Dr. Johnson said the cost was prohibitive (about $12,500 per space). It was brought up that walking across Lot C is dangerous, with cars cutting across the lot and exceeding the safe speed limit. Dr. Johnson said barriers, painted walkways and “green” islands were being considered to help alleviate this problem. The question was raised about designated visitor parking possibly being reinstated. Dr. Johnson will put this into considerations for the future. There was discussion on “drop-off” zones and the safety factor involved. This is also something that is being looked into. The possibility of putting in striped paths for pedestrians, especially in Lot C, was discussed. Dr. Johnson asked for a quick yes or no on open parking. The general consensus was that it seemed to be a good idea. He
ended his presentation by saying he would like to address the Staff Senate again in the fall, with a parking update.

The second part of the meeting was an overview of Blackboard’s Staff Senate site, given by Linda Wareck. She showed how to access the Discussion Board and Forum, creating a new message, and posting a message as “anonymous.” She mentioned that at this time, only designated “leaders” could add new topics for discussion. She and Angela DiMiceli are working on a master staff list for mass mailing use by the staff.

The third part of the meeting was an open forum for staff issues. Dane suggested that the Staff Senate needed to be defined more clearly, and that staff input would be welcomed in order to do this. He mentioned that the meeting time had been purposely changed from the lunch hour to give the organization more credence. He said he would continue the process used by Cathy Phillips, of meeting with Dr. Lee Johnson every month to go over issues brought up at Staff Senate meetings. Dane said that a memo was sent to the deans and department heads regarding the importance of the Staff Senate and the necessity of enabling as many staff members as possible to attend the meetings. He restated the need for input from all the staff and suggested the Blackboard Open Forum as a readily accessible way to do this. He then opened the floor for discussion.

The issue of graduate tuition reimbursement for staff was raised. Dane said that tuition reimbursement is apparently a decision made by each department. This needs to be clarified. He will include this topic on his list of items to discuss with Dr. Johnson.

The issue of where to go for help for new employees (in this case, access help) was brought up by a new employee. A staff member from Admissions said that the Admissions staff is given a checklist to follow for each newly hired person. Linda Wareck offered her assistance for help with any login codes and access problems – her extension is 3756.

It was brought up that communication between administration and staff is still a problem. The ATA’s disappearance from campus was used as an example. No information was given to the staff about what happened to the academy.

The issue of conforming campus-wide job descriptions and titles was brought up. This job equity problem was initially introduced last September and needs to be revisited. Dane will add it to the Staff Senate agenda to be discussed with Dr. Johnson.

It was suggested that an on-campus store be set up for resident students.

The meeting was adjourned at 3:10pm.

Submitted by Marilyn Hotaling, Secretary