



THE UNIVERSITY of NEW ORLEANS

STAFF COUNCIL

Staff Council October 21, 2021

I. Executive Committee Reports

- a. Vice-President: Joy Ballard

Link for committee members– we’d love to have you:

https://forms.office.com/Pages/ResponsePage.aspx?id=9dvUMQRAaUS_7t8pSp3hUDcxBbjD8VhCiI1PPYZIyF1UQ0wyNVRyUEU5QjEzRVJTTDdNU1pDVERFQS4u

Homecoming: Homecoming is coming up! Lots of programming on campus, homecoming game Saturday November 6th. Calendar link:

<http://www.uno.edu/homecoming>

- b. Treasury:

No changes from last month. We’d like to set up a committee for 2022 for fundraising / using it. Fresh year fresh start.

II. Committee Reports

- a. Accepting applications for committee members. See above. ☺
- b. **Research and Parking committee:** We’ve had several complaints and questions about parking processes and appeals. We’d like to put together a committee to help with the appeals process. If it’s a staff appeal the committee must have staff, and if it is a student appeal there must be a student on the committee. We want to make sure the process is equitable for everyone. BUT we need people to be on committees (: This all started because someone asked a question about a parking ticket, and we found some issues. We have addressed some of this, but there is additional work to be done on this topic. I think if we can put together a committee, we’ll make some headway into this issue.

III. New Business

- a. Research & Parking Committee
- b. **Doug Mittelstaedt** – Annual Training. Due November 8th, no exceptions.
- Let’s talk about training!!! Everyone’s favourite topic. I know that everyone hates mandatory training:
 - Every piece of training is required by law. We try to make it as short and as minimal as possible

- We are under intense pressure to make sure everyone complete the training. We've been explicitly told that *every single employee must do this.* We have to submit several new reports to the UL system about our compliance. The reason for this is the LSU scandal re: sexual harassment. If we don't do it, we are in trouble (and I'm not kidding)
 - It's going to take 4.5 hours, so please give yourself some time to spread it out.
 - We have to strictly enforce this deadline.
 - We've looked for ways to exempt the student workers: unfortunately they have to take it because they are employed by the university.
 - Gratis employees must do the training. They are still employed by the university, even if they are not getting paid.

 - **We added a new benefit:** employee assistance program.
 - Offers information and counseling (including family members): search "employee assistant program" on the UNO website.
 - You can get 3 counselling sessions completely free. It's completely confidential. The only thing reported back to the university is the total number of people who access the system
- If a part time employee does not complete the training (including student workers and adjunct teachers), they will not be able to work for the university in the Spring.
 - If a full-time employee does not complete the training by November 8th, there will be disciplinary action.

 - **Question:** Can we make trainings a part of on-boarding?
Answer: Yes it's a great idea, and Doug has been wanting to do this but there are so many procedural problems with this. Doug continues to make this a priority.
 - **Question:** What's the penalty?
Answer: Adjunct faculty member and student workers are the least likely to do the training. It's a condition of employment. If they don't do the training by November 8th, **they will be permanently barred from employment at the university.** Regular employees will go through the regular disciplinary process. They will get a formal reprimand the next day.
 - **Question:** Can the training start earlier?
Answer: Unfortunately, the rules aren't necessary the most logical. The law says that it must start at the beginning of the fall semester. We'd like to stretch out the training, but unfortunately there are constrictions due to the legislature.

IV. **Guest Speakers: Enrollment & Retention with Caroline Noyes, Mary Beth Marks, and Nancy Biggio**

Randall emphasized Nicklow's state of the university address which emphasized that We're down 5% in enrollment. As stewards of the university what can we as staff members do to help with enrollment and retention? Also understanding what our obstacles are.

Mary Beth: There is no silver bullet, no right or wrong solution. There are always going to be students who won't stay. Let's think of the bell curve, we want to aim our attention at the middle group.

Caroline Noyes, Associate Provost for Academic Programs

(Shared presentation)

Importance of connection: When you encounter students, connections are the most important thing to keep students. In your conversations with students, ask them how their semester is going. What's going well? What's a challenge? Get them to think ahead to the next semester. Have you been to your professor's office? We want them to form a connection with their professors. Faculty members are real people! They can help! Set the expectation, plant the seed that they will graduate (what will you do when you graduate?)

How can I help?

- If they look confused/ upset – ask them how you can help.
- Privateer Success App – you can find out who a student's advisor is, see their schedule, add a note for the student or their advisor.
 - Privateer alert – will give you options about what kind of alert you want to give (good and bad!).
 - You can see grades, etc.
- Finding a sense of community is the hardest thing for students. This is the most powerful tools we have for retention. We can hire student workers and work-study students to help them feel like they're a part of campus.

Mary Beth Marks, Associate Vice President for Admissions and Enrollment Services:

How do we sell the university to potential students?

- We all know people who might want to come to UNO
- Talking about outcomes – if you know or are an alumni, share the experience
- Emphasize the accessibility and affordability of the university, and the inclusiveness that students will experience on campus. This can help calm any anxiety.
- Direct them to the website.
- We have events that are live and broadcast on demand on the website

Nancy Biggio, Associate VP for the Graduate School:

- Nancy wanted to echo everything that Caroline says. There is an expectation that graduate students are older and should be able to navigate this stuff, but a lot of students are not alum or local. They might be international, too. Help them feel welcome.
- Never leave a student hanging – don't just say "I can't help you" always give them next steps, tell them where to go.
- Students who work on campus might spend more time in their job than with their faculty member.
- If a student is *engaged* they will often work through obstacles
- Use graduate students as professional assistants in the office.
- Recruitment: decrease in new graduate students was 26% this term.
- We did a little better in retaining students

- Recruiting graduate students is about helping the student see themselves on campus: be friendly, helpful, open.
- If no one says “hi how can I help you” when a student goes someplace, then we can talk about inclusivity all we want, but it’s talk. Practice what you preach.

Questions:

1. How did Hurricane Ida affect enrollment?
It’ll be a ripple effect, Remind students that they CAN come back in the spring if they had to stop for whatever reason. We do have some money set aside for students who lost their funding. Be empathetic and remember that some students have lost a lot. We have done some outreach to students who live in the river parishes; we are working with faculty to give these students some extra flexibility.

Our freshman class is the largest since 2012!

V. Old Business & Other

Bylaws: Posted on staff council website. We only have a couple days left and we’ll be voting on November the 18th.

Other:

Councilor Discussion: taking nominations or volunteers. [Nomination form here](#)

Athletics announcement: Faculty and Staff appreciation event. Come by and the coaches and team will be out there with FREE ICE CREAM at noon October 21st. Season tickets available. **Season kicks off on Saturday November 6th**– rebirth will be playing after the game.

Thanks to everyone. It’s great to see people on campus and to be getting back to some semblance to normal.

Question: is there a councilor specifically representing civil servants?

Student workers: Jody from the rec center mentioned they are struggling to keep students employed, despite wage raises. Only five students made it through the semester. Students are struggling emotionally with all the stresses of current life (covid, the hurricane, etc)

Doug mentioned this is a trend nationally right now. Younger workers have higher turn-over than older workers.

Someone commented that their office has success rate with a highly flexible schedule. It’s the one perk we can offer students.

Breast cancer awareness month. Take care of yourself – get your yearly screenings and don’t forget to do monthly self-exams!!

Next Meeting – Thursday, November 18th. Zoom at 10am. Guest Speaker TBA

Addendum 1: Chat

09:57:25 From Kristy Askam to Everyone:

Greta withdrawal. 😊

10:01:33 From Jody's iPad to Everyone:

Happy Birthday Shelita! 🎂🎉

10:01:55 From Joy B. (she/her/hers) to Everyone:

uno.edu/homecoming

10:02:07 From Joy B. (she/her/hers) to Everyone:

Join Staff Council here:

https://forms.office.com/Pages/ResponsePage.aspx?id=9dvUMQRAaUS_7t8pSp3hUDcxBbjD8VhCii1PPYZIyF1UQ0wyNVRYUEU5QjEzRVJJTDdNU1pDVERFQS4u

10:13:59 From Kristy Askam to Everyone:

All staff have this access to all students?

10:14:24 From Randall Menard to Everyone:

Great question, please hold

10:14:45 From Nancy Biggio to Everyone:

Graduate students are not in the system yet but we are working on that.

10:14:51 From Shannon Williamson to Everyone:

Yes. If you log in and it says no role or you can't see something, please email me. I'm the application administrator and can add permissions. My email is mwilli4@uno.edu.

10:18:02 From Ame Flynn to Everyone:

Is there an Agenda available for today's meeting?

10:18:17 From Randall Menard to Everyone:

Yes, Ame, on website

10:20:47 From Erin Sutherland to Everyone:

How has Hurricane Ida affected enrollment?

10:21:09 From Ame Flynn to Everyone:

Ok, thanks - the invite said "to be added later." :)

10:31:18 From vgranito to Everyone:

Meet the Teams and Coaches today at UC Patio at Noon with Free Ice Cream Provided

10:32:10 From vgranito to Everyone:

Faculty/Staff Basketball tickets good for both Men and Women's Games start at \$ 49. Payroll deducton available.

10:32:43 From vgranito to Everyone:

Interested call Athletic Ticket Office 280-4263 or 280-7243.

10:33:50 From Kristy Askam to Everyone:

How is the university handling our gratis employees? Will student workers be required to complete? What happens if someone doesn't complete/comply?

10:37:44 From dbauer to Everyone:

can the training start earlier

10:39:24 From Shannon Williamson to Everyone:

Agreed. It would be better if we had access earlier in the next calendar year. Different offices have different busy/down times and earlier access would help significantly.

10:39:36 From Kristy Askam to Everyone:

Perm barred? As in can never work for UNO again?

10:40:43 From Randall Menard to Kristy Askam(Direct Message):

Please speak to Doug directly about this :(

10:41:11 From caroline noyes to Everyone:

So, what about adjunct faculty in the spring?

10:44:20 From Joy B. (she/her/hers) to Everyone:

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10:46:17 From Ishubert to Everyone:

Is there a staff council officer representing civil service employees?

10:46:48 From Ishubert to Everyone:

Thank you.

10:47:34 From Ishubert to Everyone:

Excellent idea, Jody!

10:48:48 From Greta to Randall Menard(Direct Message):

we cant get students workers to fill things out to get pay checks

10:48:56 From Greta to Randall Menard(Direct Message):

like they will do training

10:56:17 From Sam Hoyt to Everyone:

Jody, can you reach out to advisors on that?

10:56:33 From Sam Hoyt to Everyone:

We might be able to connect them to resources

10:56:49 From Coleen Maidlow to Everyone:

Jody I have a student who is looking for a job on campus. I'll send him your way :)

Addendum 2: Attendance:

Doug mittelstaedt
dbauer
mark slessinger
sam pallas
monique nolan
legendre
mary beth marks
willis
latesha Gonzles
ame flynn
nancy biggio
s gibbs
shannon williamson

kate donsbach
vince granito
susan graham
a burrell
kristy askam
m hayden
kassie t
greta
I shubert
r kern
Jenerio Sanders
J Ricchiazzi
Jody

Emily Zurek
Dennis baker
erin sutherland
eileen dooley
karen bradley
sergio cuevas
sonja daniels
juana
gloria walker
mariana martinez
sam hoyt
tiffany S

The UNO Staff Council is dedicated to providing the best possible representation for the staff of the University. Our goal is to identify ways to support and enhance the lives of our valued fellow staff. Staff Council welcomes input from the entire university community in order to make the University of New Orleans the best place to work and prosper in the City of New Orleans and the State of Louisiana.