

**September 17, 2015**

**Library 407, 10:00AM**

1. Call to Order
2. Executive Committee Reports
	1. President, Amanda Green
	2. Vice-President, David Lambour
	3. Treasurer, Tiffany Soublet
	4. Corresponding Secretary, Brian McDonald
	5. Recording Secretary, William Guillory
3. Committee Reports **(Call for Members)**
	1. Staff Concerns Committee
	2. Events Committee
	3. Awards Committee
	4. Membership/Elections Committee
4. New Business
5. Old Business
6. Guest Speaker:
7. Next Meeting – October 22, 2015
8. Adjournment

UNO Staff Council Meeting Minutes

Thursday, September 17, 2015

Earl K. Long Library, Room 410

Call to order at 10:00 am

**ATTENDANCE**

|  |  |  |  |
| --- | --- | --- | --- |
| Councilors | Members | Guest Speakers | Guests |
|  |  |  |  |
| Amanda Green | Tom Harrington | Tom Harrington | Pierre Champagne |
| Tiffany Soublet | Herbert Fisher | Herbert Fisher | Stephanie Hilferty |
| Brian McDonald | Carol Mitton |  | Ben Kahn |
| William Guillory |  |  |  |
| Shelita Gibbs  |  |  |  |
| Linda Miller |  |  |  |
| William Miller |  |  |  |
| Norma MukherjeeCarol Lunn |  |  |  |

President Amanda Green opened the meeting with Announcements and Issues to be discussed:

* The October meeting will be moved to the 22nd to accommodate Health Benefits Fair.
* Volunteers are needed to work at Staff Council table during the Health Fair.
* Approval of last meeting's minutes was tabled until a quorum was present.
* The new University Budget Review Committee has convened and its first meeting was held on September 14, 2015.
* The Faculty Senate sought a second seat and so the Staff Council President also request a second seat.
* Carol Lunn recommended to fill our second seat on the University Budget Review Committee.
* President Amanda Green read the membership and charge of the UBRC:

 Committee members include:

 Dr. Peter J. Fos, Chair

 Dr. John Nicklow, Co-Chair

 Dr. Gregg Lassen, Co-Chair

 Dr. Cherie Trumbach, Faculty Senate

 Dr. James Logan, Faculty Senate

 Dr. Robert Dupont, Faculty Council

 Amanda Green, Staff Council

 Carol Lunn, Staff Council

 Joy Ballard, President, Student Government Association (undergraduate)

 Joshua Lambert, Student Government Association (graduate)

The charge of the University Budget Review Committee is to:

1. Represent the interests of their constituents,
2. Consult with and advise the University administration regarding budgetary priorities that will affect the development of the University budget,
3. Consult with their constituents about budgetary procedures and practices,
4. Evaluate current budgetary procedures and practices and propose modifications that will improve the budgetary development process,
5. Communicate continually, University budget information to their constituents, and
6. Make recommendations to the University President.

The first University Budget Review Committee meeting was held on September 14, 2015.

APPROVAL OF MINUTES:

With a quorum now present, a motion was made to approve the August 20, 2015 Minutes, and was seconded. The Minutes were approved unanimously.

ANNOUNCEMENT:

The Presidential Staff Medallion was presented to Daniel Harper, Associate Director of Interdisciplinary Studies.

EXECUTIVE COMMITTEE REPORTS:

The Vice President's Report was given by Amanda Green for David Lambour who was out of town. Initially Mr. Lambour met with the SC committees to become familiar with agendas and timetables for the current academic year.

The Treasurer's Report was given by Ms. Tiffany Soublet

Account Balances:

|  |  |
| --- | --- |
| General Fund |  $ 2,750.00  |
| UNO Credit Union |  $ 1,130.95  |
| Scholarship Fund |  $ 5,631.95  |
| Activity Fund |  $ 1,583.94  |
| Total |  $ 11,096.84  |

UNO Federal Credit Union was officially voted the primary fiduciary institution for the Council at the previous Staff Council Meeting.

COMMITTEE REPORTS:

Brian McDonald noted that the Staff Concerns Form is now available in both paper and electronic form; e-forms are accessible through the SC web portal and paper forms can be sent by campus mail to the Staff Council President. Both are anonymous.

NEW BUSINESS:

Volunteers are needed for the Staff Council table at the Health Benefits Fair on October 17th.

Flu shots are being periodically provided by the Rite Aid pharmacy chain on campus.

GUEST SPEAKERS:

Thomas R. Harrington, Assistant Vice President of Public Safety and Chief of Campus Police

Officer Herbert Fisher, Campus Police Officer

Campus Police are currently located in the Computer Science Building, Second Floor,

Room 234 at 504.280.6371

The Campus Police Department came to the SC meeting to provide updates on various aspects of law and traffic enforcement on campus and in the surrounding community and Chief Harrington began their presentation.

The Uniform Crime Report (UCR) for the Third District of Orleans Parish was distributed in two different formats.

About the Uniform Crime Reporting Program: The FBI’s Uniform Crime Reporting (UCR) Program is a nationwide, cooperative statistical effort of nearly 18,000 city, university and college, county, state, tribal, and federal law enforcement agencies voluntarily reporting data on crimes brought to their attention. Since 1930, the FBI has administered the UCR Program and continued to assess and monitor the nature and type of crime in the Nation. The program’s primary objective is to generate reliable information for use in law enforcement administration, operation, and management; however, its data have over the years become one of the country’s leading social indicators. Criminologists, sociologists, legislators, municipal planners, the media, and other students of criminal justice use the data for varied research and planning purposes.

Mapping occurrences by location and listing occurrences by date provided the attendees with a concise summary covering the months of August and September 2015.

The New Orleans Police Department (NOPD) and our Campus Police are now working together with an emphasis on community policing although recently, the efforts have been curtailed due to reduced funding. Nevertheless, the UNO community can review reported data of crimes on either the UNO Campus Police website or through the NOPD portal. The log of occurrences is updated after each shift ends.

Next, Officer Fisher addressed the Council, mainly discussing issues impacting faculty, students and staff on campus.

Staff concerns include:

* Are Emergency Phones Operational
* Parking Zone Enforcement
* Traffic Enforcement
* Rising Tensions Among Staff

Officer Fisher emphasized the "good" habits we should always employ to maintain personal safety and encouraged staff to take the time to report suspicious activities or persons in this new era of violent crime on college campuses. We should always guard against petty thefts by leaving work areas and personal items unattended…be aware of packages, deliveries or backpacks that are suspicious.

A motion to adjourn was entered, seconded and passed unanimously.

Next meeting is scheduled for October 22, 2015 in 407 Library at 10 am.