Staff Senate Agenda
November 15, 2017

Guests
• Jeanne Ortiz, Dean of Student Services
  o What is DACA
    ▪ Not a status – it is a protection against deportation for a certain population of undocumented people
      • They were present in June 2012 when it was created
      • Must have completed high school or GED
      • Must have been honorably discharged from armed forces
      • Enrolled in school and not pose a threat to national security
  o LMU History with supporting DACA Students
    ▪ First scholarship was awarded in 1998
    ▪ Mid-2000s was increased to 2 and was named the Social Justice scholarship
    ▪ In 2010 it was increased to 5
    ▪ Students are identified through self-disclosure – Admission suggests 15 qualified students and a committee awards to 5. 4 are traditional first year, 1 is typically transfer
    ▪ Approximately 60 scholarships have been awarded since 1998
    ▪ 93% have graduated
  o Role the Advisory Committee plays in supporting DACA Students
    ▪ Established Summer 2016
    ▪ Hosts “Know Your Rights” Sessions
    ▪ Works with graduate and undergraduate students
    ▪ Social Justice Orientation for incoming students
    ▪ FAQ on immigration and student privacy
• Lesley Wheeler from MarComm – LMU Shuttle Conversation
  o Express concerns for faculty, staff and students who ride the shuttle
  o Concern that buses often fill and are not a reliable way to travel. If you are trying to get a bus back to the train, it is unreliable – buses will often pass you by because they are full – has waited up to 2 hours in the past waiting for a blue bus to stop

Old Business
• Update on bi-annual meeting with President, Provost, CAO
  o First meeting for the year and first meeting with Lynne Scarboro and Thomas Poon
  o Spoke about goals and upcoming projects
• Report on Brian Moss and Faculty Senate
  o He had a conversation with the Faculty Senate regarding collaboration with Staff Senate
• Zone communication reminder
  o Some zones are not receiving notification. Please do your best to maintain communication with your zones.

New Business
• Update on Communication policy; New Communication Co-Chair
  ○ Policy Update
    ▪ Please reach out to co-chairs for a communication meeting regarding timeline for event/deadline requests. Need a month advance notice.
    ▪ Options: Zone Communication – request at least 3 days in advance, LMU This Week (Tuesdays) – must be to Co-Chair by Thursday EOD, LMU This Week Express (Thursdays) – needs to be to Co-Chair by Monday mid EOD

• Update on LMU Shuttle
  ○ Can Parking provide more information in regard to what will happen with the shuttles – from the Green Line and from Playa Vista campus
  ○ Can Lion Express be utilized? Can the Green Line Shuttle be used to loop to both?
  ○ Can parking come speak to the Staff Senate on this issue?

• Report on Open Enrollment (including Employee Assistance); possible interpreters (for Benefits Fair) and other recommendations from Senators
  ○ Concern about the wrong number in the open enrollment packet for employee assistance. Once they called the right number – there was no Spanish speaking option in the menu for a conversation
  ○ At the benefits fair – can HR provide a few interpreters to assist the Spanish speaking staff who want to go around and speak to each table
  ○ Should we have a Spanish speaking staff senator on each shift for our table at the benefits fair
  ○ Can we be on the official bingo card that HR gave out so that we become a formal stop on people’s route?
  ○ Can we have a photographer there to do a free LinkedIn headshot for those who participate

• Vote on amendments to By-Laws
  ○ Request for more time. Push vote to November meeting

• Staff Holiday Party: Gingerbread house (5 people); Contacting vendors (3-5 vendors); Volunteer Sign-Up (12/08/17); CSA’s Annual Holiday Drive (Girls on the Run Los Angeles)
  ○ Sign Up: Please sign up for shifts for the holiday party
  ○ Sign up to bring a Gingerbread house

Committee Updates
• Committees to report on on-going projects
  ○ Social Justice Committee
    ▪ Will do a DACA presentation on Dec 6 in VDA. Learn at Lunch. Will do an assessment of those who come to discuss what the spring event should be.
  ○ Fellowship
    ▪ About 45 people attended the last tailgate
  ○ Professional development Committee
    ▪ Letty and Kyle are co-chairs
    ▪ Held first learn at lunch – LinkedIn
    ▪ Second event will be Dec 4
    ▪ New Staff Senate professional development newsletter – will try to publish by each staff senate meeting
  ○ Recognition and Opportunities
- Loan Lotto ends Friday
- Senator updates and reports