

Loyola Law School Staff Senate
Meeting Minutes

Date: Wednesday, April 18, 2018

Time: 12:00 PM – 1:00 PM

Location: Founders Hall 126

Senators in Attendance: Megumi Tomatsu, Tiffani Willis, Rosie Branconier, Alicia Mejia, Eric Avila, Colin Washington-Goward, Caitlin Hunter, Shawn Tracy, Oscar Sanchez, Gabe Estrada, Mary Jean Leitner

- **Debrief**

- **Co-Chair Meeting with Assoc. Dean Cindy Archer**

- *Rough draft on policy for retirement parties:* If a person leaves the law school and is not retiring, the respective department may pay for a farewell party. If a person retires and has worked at the law school for less than 10 years, the respective department may pay for a retirement party. If a person retires and has worked at the law school between 10-25 years, the Dean's Office will pay for a retirement reception. If a person retires and has worked 25 years plus at the law school, the Dean's Office will pay for lunch.

- **Meeting with Dean Waterstone**

- The Dean's listening sessions are scheduled for next Wednesday and Thursday. Dean Waterstone will send out e-mails inviting the staff.
- It was discussed that maybe Prof. Hamilton Chan should be invited to the listening sessions next week to speak about the Executive Education program that he is creating.
- LLS is on schedule to meet its financial goals by 2020.
- LLS has raised \$4.8 million in revenue; goal is 6 million.
- The Bar passage rate for LLS has increased.
- Incoming class target numbers: 300 for JD, 40 for LLM; GPA of 3.57 (formerly 3.53).

- **Ongoing/Upcoming**

- **Holiday Party Photos & Poll**

- The poll will be sent out after the homelessness events.

- **Dean Waterstone Listening Sessions**

- Scheduled for April 25th and April 26th.

- **Presentation by LAHSA**

- Presentation is scheduled for April 24th from 12:00-1:00 PM in Robinson's Courtroom.

- **Community Service Project – St. Vincent de Paul (svdpla.org)**

- Service Project is scheduled for Thursday, April 26th in Burns Lounge. Staff can stop by and help put together toiletry bags, etc. for the homeless.
- For departments that are collecting items for the toiletry bags, please drop them with Tiffani Willis in the Library by the end of the day, Wednesday.

- **Next Staff Senate Meeting** – Scheduled for Wednesday, May 16th; Room TBA.

LMU Staff Senate Notes
April 18, 2018
Caitlin Hunter

- Staff Appreciation Week was very popular.
- The staff senate's proposed letter supporting gun control legislation is on hold.
- Staff senators had planned to meet with Rebecca Chandler regarding waiving gym fees for retired staff members who worked at LMU or LLS long enough to earn a gold card. Because Rebecca was out of town, the meeting was postponed until the following Monday. (Update: On April 24, 2018, it was confirmed that gym fees would be waived.)
- They are planning a staff appreciation barbecue.
- They are working on a better system to ensure that information is forwarded from the staff senate to other departments. If a department's staff senator is out sick or otherwise unavailable, sometimes things are not forwarded in time.
- LMU's annual holiday party will be held on December 7, 2018.
- They will be sending out an email soon regarding elections to the LMU staff senate's executive board.