



## CALL TO MEETING AND AGENDA

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Date: May 11, 2021

Time: 10:30 AM

Location: Zoom

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Members Present: Alisha Johnson, Ann Marie Alexander, Beth Newton, C.J. Smith, Cecelia Jackson, Chris Poole, Christine Babb, Donna Duncan, Donna Owen, Donnie Lloyd, Erin Fall, Ezra Munn, Glynis Hance, Holly Stone, Jake Anderson, Janeen Putman, Janet Greenlee, Jeff Anthony, Jessica Gray, John Kozlowski, Krissy Boggs, Kristi Baker, Lili Klar, Marshall Washburn, Mary Erin Morrissey, Megan Metcalf, Melinda Fischer, Michael A Atkins, Ross Phillips, Ryan Real, Sam Hoover, Sara Hopkins, Sharon Hall, Sue Whorton, Tenneil James, Victoria Roberts

Members Absent: Brennan Beck, Cassi Bowen, Barbara Hamberg, Stacey Miller, Kristen Lawson, Robert Taylor

Guests Present: Ale Kennedy, Angie Wiggins, Brianna Carmona, Christopher Smith, Denise Steadman, E. Jade Jones, Ellen Chiles, Hima Rangaraju, Jennifer Dunton, Josh Morgan, Katie Cato, Latoya Maddox, Laurie Haughey, Melissa Kelley, Patricia Nigro, Ragan Hall, Rebecca Trutwin, Provost Robert Jones, Savannah Bock, Thomas Taylor, Thompson Mefford, Tommi Jones, EVP Tony Wagner, William Everroad, Yolonda Camille

CALL TO ORDER – Welcome introduction and recognition of guests –

- 10:32am Sue calls to order and welcomes everyone  
Introduced Provost Jones and Tony Wagner

### 1. SPECIAL ORDERS OF THE DAY –

- a. Introduction of 2021-22 President and exchange of the gavel – Sue Whorton passed gavel to CJ Smith.
- b. CJ thanked Sue for her service, thanked her colleagues, and shared future goals and initiatives for Staff Senate

Main Staff Senate key goals and initiatives for the next term:

To become more inclusive, equitable, diverse and just for all Clemson University populations

Heightened transparent communications University-wide

Continued branding efforts for Staff Senate through Staff Senate newsletter and enhancing representation through social media

Strategic efforts to create the new worksite “normal” – focus on culture

Diversity, Equity and Inclusion enhancement through Strategic Plan of Inclusive Excellence (announced Plan Administrators as Sue Whorton and Melinda Fischer)



Partner with HR to enhance award and recognition programs for Staff

Continue advocacy for all Staff (staff climate surveys, professional development, equitable compensation, representation for Staff across the State)

Collaboration with Faculty Senate and Student Governments

Enhance and grow Staff Senate Scholarship

- c. Provost Jones Remarks – Congratulated CJ and thanked Sue Whorton for previous year of Staff Senate leadership, as well as thanked all Staff for their work and contributions to the University and its Students
  - d. Executive Vice President of Finance and Operations Tony Wagner Remarks – Thanked CJ, Staff Senate and Sue Whorton for past year’s service, as well as all Staff for dedication and the impact they have on all students and the State as a whole
2. APPROVAL OF MINUTES: April 13, 2021 – minutes were unanimously approved
  3. SPECIAL ORDERS OF THE DAY
    - a. Introduction of the Staff Senate Executive Committee –
      - VP/President-Elect, Melinda Fischer
      - Past President/Parliamentarian, Sue Whorton
      - Secretary, Cassi Bowen
      - Treasurer, Holly Stone
      - Activities Committee Chairs, Jake Anderson and Donnie Lloyd
      - Communications Committee Chairs, Ryan Real and Victoria Roberts
      - Membership Committee Chairs, Kristi Baker and Chris Poole
      - Policy and Welfare Committee Chairs, Jeff Anthony and Alisha Johnson
      - Scholarship Committee Chairs, Holly Stone and Janeen Putman
      - New Ad-hoc Inclusive Excellence Committee and Plan Administrators, Sue Whorton and Melinda Fischer
    - b. Recognition of Years of Service Milestones – Melinda Fischer
      - Denise Steadman (30 years)
      - Arthur Scott (30 years)
      - Regina Taylor (20 years)
      - Matthew Powell (20 years)
      - Harold McJunkin Jr (20 years)
      - Ellen Brown Chiles (10 years)



- Keven Kay (10 years)
  - Alisha Oxendine (10 years)
4. OPEN COMMENT PERIOD – Janeen Putman shared a letter from a constituent about Parking Services
- CJ Smith motioned to have Policy & Welfare Committee to follow up
5. REPORTS
- a. Treasurer’s Report – Holly Stone
- i. Recommendations for spending FY20 Vending Fund balance  
Informed Senate that vending funds will be sent back by end of fiscal June 30, 2021, asked that Senate send their requests for use of funds immediately.
    - Janeen Putman motioned at 11:15 to purchase Veteran pins  
Seconded by Michael Atkins  
Sue Whorton would like to support purchasing pins for staff but feels in keeping with financial integrity the Senate should not use funds for faculty and students  
CJ Smith motioned to reach out to Faculty Senate to request partnership for purchasing  
Jake Anderson stated it would be unwise to offer pins only to staff when all CU Veterans have received pins in the past  
Melinda Fischer questioned if the event when pins are handed out is co-sponsored by any other organizations  
Janeen Putman and Jake Anderson offered Faculty Senate and HR  
Melinda motioned to reach out and see about financial partnership  
CJ asked for vote to go forward to pursue financial partnership – Asked for vote to be held in chat – Unanimous approval
- b. Standing Committees
- i. Activities – Co-chairs: Jake Anderson, Donnie Lloyd
    - End of month, May 28, 2021, recognizing Public Safety and First Responders  
Blood Drive 6-7-21, securing location  
Pins for Veterans
  - ii. Communications – Chair: Ryan Real, Victoria Roberts
    - Newsletter  
Will add Blood Drive information to next newsletter  
Update: 840 views of April newsletter – huge increase  
Spotlighting advocacy and COVID Champs  
Staff Senator contributions  
Building relationship with University Relations – this helps Communications Committee and its initiatives.
  - iii. Membership – Co-chairs: Kristi Baker, Chris Poole
    - New term meeting in June
    - Successful New Senator Orientation



# STAFF SENATE

- Staff Senate Birthday Recognitions – will start reaching out to Senators soon
- Qualtrics Survey on name tags and nameplate  
<https://bit.ly/33AFBce> - need all Senators to complete
- iv. Policy and Welfare – Co-chairs: Jeff Anthony, Alisha Johnson
  - Liaisons Monique Everroad and Thomas Allison to continue to join committee meetings
  - Collaboration for Caregivers initiatives between Staff Senate and Human Resources
  - will be working on some collaborations regarding Caregivers, Cost of Living Allocations (COLA) dollars, and what can be done for TLPs
  - ACLU Memo recap and how that might influence CU supervisors – working with HR regarding that memo and possible solutions
  - Will add parking services to future agendas
- v. Scholarship – Co-chairs: Janeen Putman, Holly Stone
  - Holly – payroll deduction focus – how to make this easier and increase participation
- vi. Staff Senate Inclusive Excellence – Plan Administrators: Sue Whorton, Melinda Fischer
  - CJ introduced new ad-hoc committee Plan Administrators – Sue Whorton and Melinda Fischer
  - Sue – she and Melinda will be attending meeting May 24, 2021 with Altheia Richardson, Assistant VP for Strategic Diversity Leadership, to get process started in developing plan for Staff Senate’s inclusive excellence
- c. University Committees/Commissions:
  - i. Committee on Committees – CJ Smith/Sue Whorton/Melinda Fischer
    - Sue Whorton – committee met recently – shared that request to have Staff Ombuds committee included on Committee on Committees website with all other committees has been approved
  - ii. Library Advisory Board – Sara Hopkins – no report
  - iii. Parking Review Board – Cecilia Jackson – no report
  - iv. Accessibility Commission – Holly Stone – no report
  - v. Bookstore Advisory Committee – no report
  - vi. Accident Review Board – Jeff Anthony
    - 9 reviews but nothing outstanding to add at this time
  - vii. LGBTQ+ Commission – John Kozlowski – no report
  - viii. Women’s Commission – Melinda Fischer
    - Women’s Commission on April 26, 2021 hosted Outstanding Women Awards Celebration – President Clements and Provost Jones were in attendance
  - ix. Ombuds Committee – Sue Whorton
    - Sue Whorton – committee has not met because there has not been an Ombudsman for Staff – thanked fellow Senators that served on



screening committee for Staff Ombuds

- Provost Jones will be making an announcement soon detailing results of new-hire selection

d. President's Report – CJ Smith

- Ragan Hall, Staff Senate Program Coordinator, has turned in resignation - last day is June 1, 2021.
- Meeting with Max Allen to start new hire process for the position
- Working on filling support needs until new hire can be selected

6. UNFINISHED BUSINESS AND GENERAL ORDERS

7. NEW BUSINESS

a. A Call for Committee on Committees and Commissions' Open Seats

- Call for volunteers for all committees and boards with new term open seats
- 1 seat open for Committee on Committees – Jeff Anthony and Michael Atkins volunteered
- Meeting chat will be saved and noted for volunteers
- Call for any other business 11:44
- Motion to adjourn meeting – Sam Hoover and Melinda Fischer seconded

8. ADJOURN – meeting adjourned at 11:46am

ANNOUNCEMENTS:

1. Executive Retreat: 5/21/2021, 10:00 AM, Madren Center
2. Executive Committee meeting: 5/25/2021, 9:00 AM, Zoom
3. Full Senate meeting: 6/8/2021, 10:30 AM, Zoom