



FULL MEETING AGENDA

June 8, 2023, 2:30 PM
Humanities Hall G-66 & Zoom

1. OPEN COMMENT PERIOD

2. CALL TO ORDER—2:36 p.m.

3. APPROVAL OF MINUTES

4. SPECIAL ORDERS OF THE DAY

- a. Tony Wagner, Executive Vice President for Finance & Operations
 - i. Salary administration: ELT solicited advice and feedback from Staff Senate on COLA, and the recommendation from exec committee was 100 percent COLA for staff across the board (covering classified and unclassified, FTEs, TLPs, TGP). ELT took that recommendation, but funding is still not finalized from the General Assembly. HR has instituted a freeze while funding decision moves through the General Assembly.
 - ii. July Board of Trustees meeting: Will focus on strategy, long-term, big picture. EVP Wagner give a deeper dive in August general meeting.
 - iii. Questions
 1. Is a merit model in play for the future?
 - a. Promotions, reclassification, and retention processes are ways to address merit that happen already at Clemson.
 - b. As for a model with COLA and merit on top? In concept, senior leadership would be OK with that, but it's always a question of how you fund it. Two big constraints are: 1) \$27 million is what Clemson needs to find for five percent COLA and the state would prefer a zero percent tuition increase 2) Cost of benefits are a challenge. Significant COLA with significant merit will be a challenge in the future.
- b. Dan Lewis, Director Digital Accessibility
 - i. See presentation
 - ii. Answers to questions:
 1. Most technology and systems we use at Clemson support accessibility out of the box, but there are steps you can take to ensure further accessibility.
 2. Vendors and others often promise accessibility—trust but verify.
 3. Accessibility review depends on the technology and what kind of shape the technology is in. Student employees from Dan's team do fantastic work on audits and can help.
 4. Two new staff members (digital accessibility and document accessibility) will hopefully in place by fall or end of the year.
 5. How do privacy regulations (HIPAA, etc.) play into accessibility audits?
Answer: What are the high-impact components? Focus on big fish.
 6. Turning on speech can help identify accessibility issues. PDFs can be tough. Help is coming.



- c. Tessa Byer, Clemson Staff Ombuds
 - i. See presentation
 - ii. Upcoming trainings

5. REPORTS OF COMMITTEES

- a. Treasurer
 - i. 2023 Budgets
 - Vending: \$ 4,694
 - Operating: \$ 0
- b. Standing Committees
 - i. Activities – Vicki Roberts, Jake Grove
 - May 16: Employee Appreciation Lunch report
 - a. Gave away all the straws and koozies—450-500 folks engaged
 - May 31: Facilities Lunch
 - a. Handed out 325 cards with ice cream coupons and pins
 - Items on the calendar
 - a. June 13: Blood Drive
 - b. August: First Responder Event
 - c. November: Military Appreciation
 - d. Academic Advising Staff Recognition event update
 - ii. Advancement – Victoria Chapman, Melinda Fischer
 - Committee kickoff meeting on May 16
 - a. Deciding on a Staff Senate soiree venue and date
 - b. Potential Color Run in the spring
 - iii. Communications – Cora Allard Keese
 - We met for our first organizational meeting on May 30.
 - a. Discussed where the new committee members want to contribute.
 - Goals for this year:
 - a. Increase engagement with Staff Senate FB and Twitter accounts
 - b. Enhance (potentially streamline) newsletter content acquisition
 - c. Support other committees' and EL to publicize goals and initiatives
 - iv. Inclusive Excellence – Alisha Johnson, Jamie Martin
 - June is Pride Month
 - Juneteenth—June 19
 - Thinking about partnering with commissions—ex-officio members. How do we make better partnerships between Senate and commissions?
 - How do we share Senator knowledge (practical tech tips, soft skills, DEI knowledge, etc.) with other Senators after-hours and have meaningful conversations? Idea: non-required events like a lunch and learn
 - v. Membership – Kristi Baker, Beth Newton



STAFF SENATE

- Follow up meeting/gathering with New Senators
 - a. CU Belong to help first-year Senators. Engage them and foster a sense of belonging.
- Work on bylaws, will come to Senate at the beginning of the year
- Summer Outing preview
 - a. June 27—11 a.m.
 - b. Campus tour, lunch at McAlister Hall
 - c. Clemson ice cream experience
 - i. Breakout groups, create idea for ice cream flavor
- vi. Welfare – Jeff Anthony, Stacey Miller
 - Met twice in May
 - Policy Updates
 - a. Remote Work Policy Update
 - i. HR has finished the pilot and performing an assessment. Aiming for a fall rollout.
 - b. COLA Update
 - i. See Tony Wagner update
 - c. Volunteer Service Policy
 - i. CUF allows for three paid days off for volunteer service. Hoping this falls into Clemson Elevate’s mission
 - d. Nepotism Policy
 - i. Clemson applies it from the state level
 - e. Dependent Tuition Assistance policy
 - i. Faculty Senate is on board
 - ii. Ale Kennedy has taken it to the state
 - Welfare Secretary
 - a. Haley Cox
 - Welfare Sub-Committees—each sub-committee has three Senators, one a chair, to increase leadership opportunities. They will meet in June.
 - a. Benefits & Retention
 - b. Policy
 - c. Infrastructure
 - d. Health & Wellness
- c. University Committees/Commissions:
 - i. Accessibility Commission – Ross Phillips
 - ii. Accident Review Board – Haley Cox
 - Accident Review Board reviews, in accordance with state guidelines, accidents that involve vehicles belonging to the University. The board also makes recommendations to the appropriate agencies or departments for improving auto safety.
 - We had an average of 400 people that took the safe driving class in 2022. This class is mandatory if you drive a state vehicle. Golf cart training should go through Jeff Anthony’s office with OES.



Results of the training have reduced the frequency and severity of accidents.

- Also, Safe Driver Awards are awarded annually to nominated drivers that have had a year of safe driving. 126 people will be recognized on Wednesday morning this week!
 - 101 work injuries at Clemson across the state last year. 20 were days away from work, 35 had job restrictions as a result from those injuries.
- iii. Alcohol and Other Drugs Advisory Board – Jeff Anthony
 - iv. Bookstore Advisory Committee – Jamie Martin
 - Last meeting: March 29th; Next meeting: TBA
 - A small group has met outside of the regularly scheduled meetings to discuss streamlining textbook adoption processes, accessibility and security review prior to purchase, and how we can align with the Strategic Plan and Digital Accessibility Policies.
 - v. Campus Rec Advisory Board – Ross Phillips / Rob Seay
 - vi. Commission on the Black Experience – Brittney Calwile
 - vii. Commission on Latino Affairs – Mary Todd
 - viii. Commission on Women – Mary Erin Morrissey
 - Will meet in August, off for the summer
 - ix. Committee on Committees – Jake Anderson / Jeff Anthony / Ryan Real
 - x. CompStat 360 – Jeff Anthony
 - xi. LGBTQ+ Commission – Arthur Alvarez / Jordy Kirr
 - Voting on a new chair. Connect with Pride
 - xii. Library Advisory Board – Jake Grove
 - xiii. Ombuds Committee – Melinda Fischer / Jake Anderson / Jeff Anthony / Rebecca Harkless
 - xiv. Parking Review Board – Matthew Burns
 - xv. Veterans Commission – Bradley Elliott
- d. President Update – Jake Anderson
- i. Rain jackets
 - Pick up your jacket or contact Erin
 - ii. Staff Senate will volunteer at Juneteenth
 - iii. Summer Outing – Tuesday, June 27
 - iv. No July meeting – next meeting August 10

6. UNFINISHED BUSINESS AND GENERAL ORDERS

7. NEW BUSINESS

8. ADJOURN – 3:44 p.m.



ANNOUNCEMENTS:

1. Full Senate Meeting: Humanities Hall G-66 (Hybrid) August 10th at 2:30pm

Staff Senate Meeting

June 8, 2023



An aerial photograph of a university campus. In the center is a large, circular pond with a walkway around its perimeter. The walkway is crowded with many people, likely students, walking. The campus is surrounded by green trees and several brick buildings. The sky is blue with scattered white clouds. The overall scene is bright and active.

Tony Wagner

**Executive Vice President for
Finance & Operations**



Dan Lewis

Director of Digital Accessibility

Information & Communication Technology (ICT)

Accessibility Policy

Policy Overview

6/7/2023

Staff Senate

Purpose

To support the University's commitment to accessibility and our requirements under federal law.

Clemson is required to ensure access for people with disabilities to our programs and services.

Process

- The ICT Accessibility Review Board was established to provide shared governance of digital accessibility.
- General Counsel has reviewed the Board's updated digital accessibility policy.
- Next steps include executive approval, communication, and implementation.
- *We want your feedback.*

Scope

This policy applies to all University employees who create, design, purchase, implement, or develop ICT used to conduct University business.

- Websites
- Software
- Digital documents
- Email & marketing materials

Policy Statement

Providing accessible ICT resources is the responsibility of all members of the University community.

Governance

The ICT Accessibility Review Board is responsible for:

- overseeing policy implementation
- periodic policy review and updates
- the review and approval of policy exceptions

Standards & Expectations

Web Content Accessibility Guidelines (WCAG) 2.0 AA

- Providing captions for videos
- Providing alternative text for images
- Using software that is compatible with keyboard navigation and assistive technologies

Conformance

The ICT Accessibility Review Board may recommend or require that inaccessible ICT be:

- removed until it complies with this policy
- brought into compliance by designated staff

The expense of that work may be charged to responsible personnel's department.

Exceptions

1. Undue burden
2. Fundamental alteration
3. Marketplace
4. Remediation

Exceptions may require a means of equally effective alternate access.

Assistance

- Barrier Report Form
- Accessibility Resources & Contacts
 - Office of Access & Equity
 - Student Accessibility Services

Support

- IT Vendor Management
- Accessibility Portal
- Additional Services and Support
 - Digital Accessibility
 - Document Accessibility

Staff Considerations

- Web pages, online forms
- Marketing, communications
 - Event flyers
- Online documents
- Third-party software

Questions/Feedback

Contact

Dan Lewis

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Tessa Byer

Clemson University Ombuds

OMBUDS UPDATE
CLEMSON UNIVERSITY
OMBUDS OFFICE

UPCOMING TRAININGS:

Emotional Intelligence at Work

Date: Sept. 8, 2023, 9:00 to 12:00

Location: University Facilities Center, 280 Seneca Creek Rd, Room A-251

Don't Tough It Out: Difficult Situations at Work

Date: Oct. 20, 2023, 8:30 to 12:00

Location: Virtual Only

Open to faculty, staff, and students

Register on Tiger Training Today!

Avoid your Uncle Frank Moment

- “[Certain political figure] is a buffoon.”
- “Abortion should be [more restricted, less restricted, etc].”
- “THEY should be ...[something unkind probably].”
- “If that’s what you think, then you are stupid, crazy, or evil.”

2 Tips:

1. You don't have to agree on everything in order to move forward.
2. When you ask questions, use "I'd be curious to know..."

Avoid your Uncle Frank Moment

- “[Certain political figure] is a buffoon.”
 - *“I’d be curious to know what make you say that.”*
- “Abortion should be [more restricted, less restricted, etc].”
 - *“I’d be curious to know what you think about this hypothetical...”*
- “THEY should be ...[something unkind probably].”
 - *“I’d be curious to know how you came to that conclusion.”*
- “If that’s what you think, then you are stupid, crazy, or evil.”
 - *“I’d be curious to know how you would feel if I said that to you.”*

QUESTIONS OR COMMENTS?

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Staff Senate Committee Reports



Staff Senate President's Report

2023 – 2024 Goals

- Goal 1: Increase quality engagements among New Senators
- Goal 2: Implement Strategic Plan for Inclusive Excellence
- Goal 3: GENERATE 8 Campaign
- Goal 4: Continue advocating for Employee Dependent Tuition Assistance
- Goal 5: Boost recognition efforts of staff
- Goal 6: Enhance partnerships with University Committees & Commissions
- Goal 7: Continue to enhance the profile of Senate
- Goal 8: Support and align efforts with Clemson Elevate

An aerial photograph of a university campus. In the center is a large, calm pond surrounded by lush green trees. A wide, light-colored concrete walkway curves around the pond, and it is filled with many people walking. In the background, there are several multi-story brick buildings. The sky is blue with scattered white clouds. The text is overlaid on the image in a semi-transparent dark box.

Staff Senate

Next Meeting:

August 10, 2023

Humanities Hall G-66