



# STAFF SENATE FULL SENATE MEETING

## MEETING AGENDA

**LOCATION:** Humanities Hall G-66

**DATE:** August 10, 2023

**ATTENDEES:** Jeff Anthony (Vice President), Christy Babb (Treasurer), Ryan Real (Secretary), Alisha Maw, Ann Marie Alexander, Arthur Alvarez, Beth Newton, Brad Owens, Brian Davidson, Brittney Calwile, Casey Wallace, Colby Lanham, Cora Allard, Courtney Wald, Donna Jervis, Elizabeth Bennett, Eric Pernotto, Ezra Munn, Haley Cox, Jake Grove, James Gowan, Jamie Martin, Jennifer Blyden, Jordy Kirr, Kevin Allmond, Kristi Baker, Levi Roach, Marjorie Campbell, Mary Todd, Mary Erin Morrissey, Matthew Burns, Michael Atkins, Michael Lewis, Rebecca Harkless, Rob Seay, Ross Phillips, Sandi Priddy, Sara Dawson, Stacey Miller, Steve Fullerton, Victoria Chapman, Wendi Mattson, Winston Holton

**TIME:** 2:30 pm

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### I. OPEN COMMENT PERIOD

Call to Order: Vice President Jeff Anthony called the meeting of the Staff Senate to order at 2:30 P.M.

### II. APPROVAL OF THE MINUTES

- a. June minutes approved as distributed.

### III. SPECIAL ORDERS OF THE DAY

- a. Tessa Byer, University Ombuds (see attached)
  - i. Two upcoming trainings
  - ii. Presentation: "Has anyone ever struggled to pronounce your name?"

### IV. COMMITTEE REPORTS

- a. Treasurer – Christy Babb
  - i. Budget Update
    - 1. Vending \$15,000

- 2. Operating     \$3,599
- b. Activities (Vicki Perry, Jake Grove)
  - i. Upcoming Events:
    - 1. 8/8 - Blood Drive Update
      - a. 31 donations, beating the goal, impacting ~100 lives
      - b. September 26 tentative
    - 2. Pop-up Appreciation Effort during Move-In
      - a. Cold drinks and popsicles at move-in stations around campus
      - b. Wednesday–Friday between 12-1:30 and 2-3:30, please send Jake your availability if interested
    - 3. September - First Responders, working on ideas
    - 4. November - Military Appreciation Week
      - a. Brunch in Hendrix Ballroom from 9-11 a.m. on November 6
    - 5. March - Degree Attainment Lunch, working on
    - 6. April - Academic Advisor Recognition, working on
  - ii. Advancement Partnership
    - 1. Planning to work with Advancement on Fun Run and Soiree
- c. Advancement (Victoria Chapman, Melinda Fischer)
  - i. Fall Fun Run Fundraiser & call for volunteers
    - 1. Will make progress on the next couple of weeks
- d. Communications (Cora Allard-Keese, Ryan Real)
  - i. Newsletter feature introducing Senators
    - 1. Will send a request for all Senators to submit a bio and photo for future use
  - ii. Suggestions for Clemson Champion
- e. Inclusive Excellence (Alisha Maw, Jamie Martin)
  - i. Staff Senate IE Committee next steps
    - 1. Review of plans currently in implementation phase
    - 2. Metrics and tracking for implementation
    - 3. Tracking of commission liaison participation
- f. Membership (Beth Newton, Kristi Baker)
  - i. Networking & Feedback Session for new Senators
    - 1. Working on planning something for all new Senators by September General meeting. Casual networking and Senate experience feedback.
- g. Welfare (Jeff Anthony, Stacey Miller)
- h. Treasurer – Christy Babb
  - i. Budget Update
    - 1. Vending         \$15,000
    - 2. Operating       \$3,599
- i. Activities (Vicki Perry, Jake Grove)
  - i. Upcoming Events:
    - 1. August 8 - Blood Drive

- a. Blood Drive by Bowman Field. If you can take a moment to reach out to your constituents and let them know this will be from 10 a.m. to 3 p.m.
  - 2. Pop-up Appreciation Effort during Move-In
  - 3. September - First Responders
  - 4. November - Military Appreciation Week
  - 5. March - Degree Attainment Lunch
    - a. This will be in April and it would be great if there are a few of you who would like to be on hand for this event and could commit to helping out with it.
  - 6. April - Academic Advisor Recognition
    - ii. Advancement Partnership
- j. Advancement (Victoria Chapman, Melinda Fischer)
  - i. Fall Fun Run Fundraiser & call for volunteers
- k. Communications (Cora Allard, Ryan Real)
  - i. We will send a request for all Senators to submit a Bio and Photos and will add them to Newsletters and Social Media
  - ii. Suggestions for Clemson Champion? We would like to have a stash but still make room for timely features
- l. Inclusive Excellence (Alisha Maw, Jamie Martin)
  - i. Staff Senate IE Committee Next Steps
    - 1. Review of plans currently in implementation phase
    - 2. Metrics and tracking for implementation
    - 3. Tracking of commission liaison participation
- m. Membership (Beth Newton, Kristi Baker)
  - i. Membership will meet in the next week-or-so to plan the new senator gathering, and we'll aim for gathering new senators in September
- n. Welfare (Jeff Anthony, Stacey Miller)
  - i. HR Updates
    - 1. Quarterly payroll liaisons meetings launching this month
    - 2. Annual required training communication coming mid-Sept.-Nov.
    - 3. Exit Interviews – Vivian is working with Jake on this process
  - ii. Policy Updates
    - 1. New Policy Site has been launched (internally) in Kaltura; training is coming soon.
    - 2. Monique is working through decommissioning some policies that are duplicated with other policies so it only lives in one location.
    - 3. New Equipment Policy is coming soon, and there will be a roadshow for training.
  - iii. Ombuds Updates
    - 1. Veterans want more support and services. Expand current military/vets services from Student Affairs to all University personnel.

2. Advocating for an associate ombuds and currently has a student intern for the Fall Semester.
- iv. Welfare Chair Update
  1. Transitioning to Teams (committee documents and constituents concerns)
  2. Jeff is following up with Courtney Wald regarding parking rates for \$ 30,000.01
  3. Bright Horizon Update
- v. Welfare Sub-committees Update
  1. Health and Wellness
    - a. Met with Tessa to discuss trends
    - b. Financial Wellness – point to collaborate with benefits/retention committee for info from EAP. Will connect with Derek Ekaitis to help with EAP benefits.
  2. Benefit and Retention
    - a. Researching Clemson employee benefits to try to highlight in the newsletter
  3. Infrastructure
    - a. Ross will report back about accessibility training for staff. Will connect with Liz Whaley concerning this training.
    - b. James will reach out regarding information for the newsletter regarding Rave Guardian App (September is campus safety month).
  4. Policy
    - a. This group is working with Monique and Michelle regarding reviewing policies.

## V. UNIVERSITY COMMITTEES/COMMISSIONS:

- a. Accessibility Commission – Ross Phillips (No report)
- b. Accident Review Board – Haley Cox
  - i. Risk Assessment met in July, reviewed any open injury cases. Interest in Fleet Safety program. Eight-hour, in person, \$27. [riskmanagement@clemson.edu](mailto:riskmanagement@clemson.edu) is contact address. Golf cart training info to be distributed as well.
- c. Alcohol and Other Drugs Advisory Board – Jeff Anthony (No report)
- d. Bookstore Advisory Committee – Jamie Martin (No report)
- e. Campus Rec Advisory Board – Ross Phillips / Rob Seay (No report)
- f. Commission on the Black Experience – Brittney Calwile (No report)
- g. Commission on Latino Affairs – Mary Todd
  - i. Commission working on new meeting time
- h. Commission on Women – Mary Erin Morrissey (No report)
- i. Committee on Committees – Jake Anderson / Jeff Anthony / Ryan Real (No report)

- j. CompStat 360 – Jeff Anthony (Will follow up next month)
- k. LGBTQ+ Commission – Arthur Alvarez / Jordy Kirr
  - i. Commission has not met for 2023-24, reviewing IE plan under new leadership. All commissions will meet with Felicia Benton-Johnson to learn about status of these commissions.
- l. Library Advisory Board – Colby Lanham (No report)
- m. Ombuds Committee – Melinda Fischer / Jake Anderson / Jeff Anthony / Rebecca Harkless
  - i. Reviewed last year’s trends, increased engagement from staff at Clemson.
- n. Parking Review Board – Matthew Burns (No report)
- o. Veterans Commission – Bradley Elliott

## **VI. PRESIDENT’S REPORT**

- a. Call for Ombuds Committee nominations
  - i. Will be sent through email
- b. September Full Senate Meeting Location
  - i. To be determined, either Wilbur O. and Ann Powers of Business or University Facilities.

## **VII. OLD BUSINESS**

- a. Staff Climate Survey?
  - i. Presenting to ELT and hope to deploy late-October or November

## **VIII. NEW BUSINESS**

- a. Can Facilities project end dates be listed in University communication?
  - i. Yes, will incorporate—and Facilities has a construction map at <https://cufacilities.sites.clemson.edu/map>

## **IX. ADJOURNMENT**

Vice President Jeff Anthony adjourned the meeting of the Staff Senate at 3:05 p.m.

Minutes submitted by: (Ryan Real)

Minutes approved on: (9/14/23)

# Staff Senate Meeting

August 10, 2023





**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

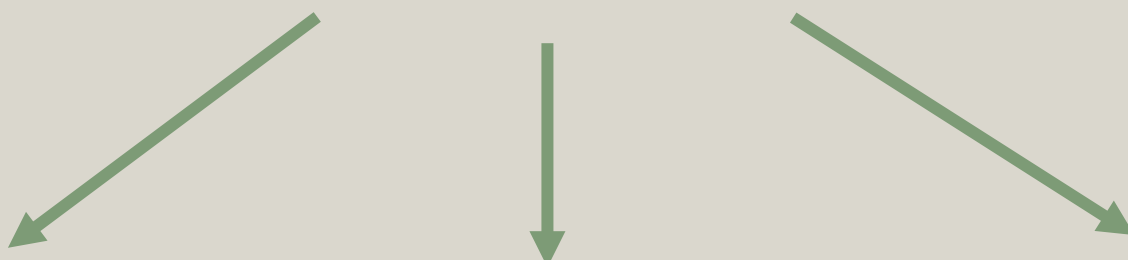
Location: Virtual Only

Open to faculty, staff, and students

Register on Tiger Training Today!

Has anyone ever struggled  
to pronounce your name?

# Has anyone ever struggled to pronounce your name?



73% of people report that their name has been mispronounced.

22% of people did not introduce someone at work because they didn't know how to pronounce their name.

16% of people did not interact with certain people at work because they didn't know how to pronounce their name.

# Intentionality matters even more than accuracy.

- Are you trying?
- Are you taking it seriously?
- Are you putting the burden of pronunciation on you, not them?
- How are you encouraging those around you to do the same?
- How are you reacting when you get it wrong?

# Name Pronunciation Steps

- Prepare.
  - NameShouts
  - HowtoPronounce
  - Name Coach
  - Write it out phonetically.
- Try!
- Ask again.
- Apologize if you get it wrong.
- Practice.



# QUESTIONS OR COMMENTS?

Tessa Byer, CO-OP<sup>®</sup>, University Ombuds

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# Staff Senate

## Committee Reports



# Staff Senate President's Report





# Staff Senate

Next Meeting:

September 14, 2023

Location: TBD