STAFF SENATE MONTHLY MEETING

MEETING MINUTES

LOCATION: Watt Innovation Center 108

DATE: March 12, 2026

TIME: 2:30 pm

ATTENDANCE: Stacey Miller (President), Victoria Perry (Vice-President), Jeff Anthony (Past-President), Alisha Maw (Treasurer), Candice Heatherly (Vice-Treasurer), Casey Wallace (Secretary), Haley Cox (Vice-Secretary), Mallory Maher, Lynn Tumblin, John Chorazek, Ryan Real, Allison Bower, Colby Lanham, Jennifer Blyden, Rob Seay, Donna Jervis, Staci Koonce, Marjorie Campble, Allison Fecher, Connor Stephens, Jay Cooley, Kevin Allmond, Helen Diamond-Steele, Aubrey Baldwin, Kyle Young, Levi Roache, Justin Scott, Sara Dawson, Eric Pernotto, Anthony Herrera, Miriam Rose, Sandi Priddy, Ezra Munn, Cora Allard-Keese, Obryan Machado

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I. OPEN COMMENTARY

II. CALL TO ORDER 2:30 PM

III. SPECIAL ORDERS OF THE DAY

a) Courtney Wald, University Facilities
   i. Service Request Process & Maintenance Workorder Overview

b) Chris Miller, University Facilities
   i. Upcoming Construction Project Highlight (Spring Break – Summer)

c) David Kuskowski, Senior Associate Vice President for Enrollment Management, Devin Brothers, Associate Registrar, Rock McCaskill, University Registrar, Matt Fields, Project Manager for Enrollment Management

i. Highlight Progress on Academic Calendar Project, seeking feedback & promoting upcoming Town Hall

d) Robert Taylor, Senior Director for Campus Recreation and Taylor Williams, Associate Director for Outdoor Recreation

i. Highlight Summer Staff Outdoor Adventure Pilot

e) Tessa Byer, University Ombuds

IV. APPROVAL OF THE MINUTES

a) Jeff Anthony motions to approve; Alisha Maw seconds

b) Hearing no objections, the motion passes

V. COMMITTEE REPORTS

a) Treasurer – Alisha Maw

i. Budget Update

b) Activities – Donna Jervis & Levi Roach

i. Degree Attainment Lunch

ii. 2026 Blood Drives

1. April 7, 2026 – location TBD

c) Advancement – Jennifer Blyden & Candice Heatherly

i. Golf Tournament Progress/Discussion

1. Decision made to cancel golf tournament due to lack of sponsorship

d) Communications – Cora Allard & Colby Lanham

i. Video production ongoing

e) Membership –Mallory Maher, Ezra Munn, & Eric Pernotto

i. Elections

f) Welfare – Marjorie Campbell & Allison Bower

i. Policy Updates

1. On Call and Call Back Pay Policy
2. Research Misconduct Policy
3. Separation from Employment Policy
4. Staff Performance Management Policy

5. Student Worker Guidelines
6. Undergraduate Student Workers Policy
7. University Contract Signature Delegation List
8. Workweek Policy

ii. Feedback for AI Policy Development

iii. Office of University Compliance and Ethics at May 14 Meeting

VI. UNIVERSITY COMMITTEES:

a) Accident Review Board – Levi Roach / Meredith Williams

b) Alcohol and Other Drugs Advisory Board – Rob Seay

c) Bookstore Advisory Committee – Eric Pernotto

i. Looking to fill for next year

d) Committee on Committees – Stacey Miller / Victoria Perry / Jeff Anthony

e) CompStat 360 – James Gowan

f) Library Advisory Board – Colby Lanham

g) Ombuds Committee – Jeff Anthony / Stacey Miller / Victoria Perry / Staci Koonce

h) Parking Review Board – Aubrey Baldwin

VII. PRESIDENT'S REPORT

a) Recognition

i. Degree attainment: Congratulations, Levi and Ryan!

b) Elections

i. Vice-President Elect, Ryan Real

ii. President Elect, Victoria Perry

c) General Updates

i. Awards Luncheon

ii. Battle of the Senates Run Off

1. Tied again & planning a 'Run Off' to declare winner
2. Funds will go to endowment

d) Compensation Taskforce/General Increase

e) Clemson Day at the State House

VIII. OLD BUSINESS

a)

IX. NEW BUSINESS

a) Holiday card sale

VII. ADJOURNMENT 4:11 PM

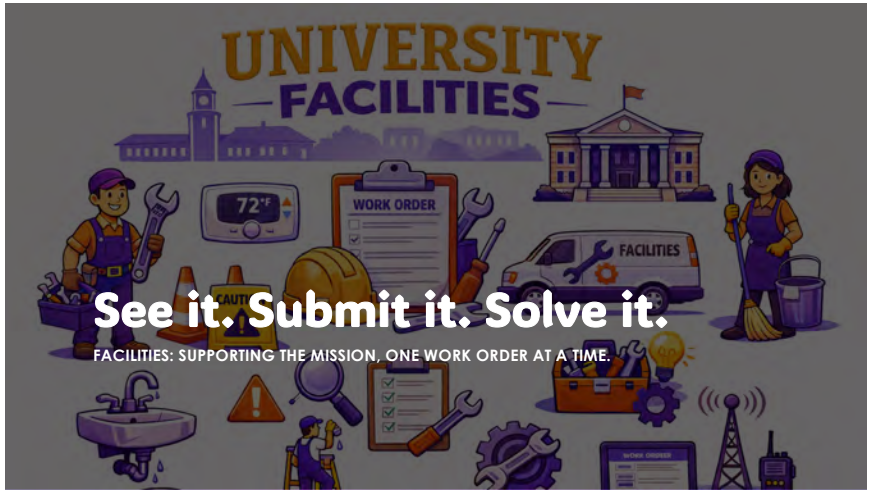
a) Alisha motions to adjourn; Victoria Perry seconds.

b) Hearing no objections, the motion passes

STAFF SENATE

Courtney Wald

University Facilities



See it……Reasons to call in a WO

Indoor

- Plumbing
- Electrical/Lighting
- HVAC
- Custodial/Recycling
- Elevator Issues
- Ceiling Tiles
- Flooring
- Painting
- Pest Control
- Roofing
- Signage
- Doors- Locksmith & Keys

Outdoor

- Landscape-trees/bushes/leaves
- Irrigation
- Pot Holes/Sidewalks
- Man hole covers/storm drain covers
- Water Main
- Light Poles-parking lots, street lights
- Campus Wide Issues- power, water, sewer
- Traffic Signals & Traffic Signs
- Standing water due to drainage issues
- Snow/ice removal
- Power to charging stations/emergency phones
- Handrails

What information do I need to provide?

Where? Building Name, Room Number, Detailed location information

What? Description of the issue- give as much information as possible.

Remember: We can't see what you are seeing- the more information you can give us the quicker we can get it fixed!

Who? Contact information where we can reach you if the tech has questions

Remember: A phone number that goes to a desk you won't be at doesn't help us.

How Fast? Is this an urgent issue? Is it really urgent or is it urgent to you?

How do I know if it's urgent?

DO NOT PLACE URGENT TICKETS ONLINE!!!!!!!

CALL 656-5450

Building Operations

Building Wide Outages-power, water, HVAC

Security Issue- broken exterior doors, windows

Elevator Issues- Entrapments

Safety

Safety Hazard- tripping, falling, slipping

Gas Smell

Exposed Wiring or sparks

Active Building Damage

Water leaking form ceiling, walls, windows, roof

Overflowing Toilets, burst pipes

Ceiling collapse

Sparking outlets or panels

HVAC condensation lines leaking

Submit it…How?

What ways can a WO be submitted to Facilities?

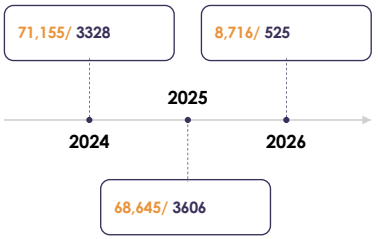
Online: CU Facilities

Email: facilities@clemson.edu

Call: 864-656-5450

How many?

How many work orders are processed through Facilities each year? How many are urgent?



Probably Not Facilities

BSC/RCM

Locked out assistance
Personal Belongings
Roommate Issues
Office/Room Reassignments
Key requests/Audits
After Hours Access for events

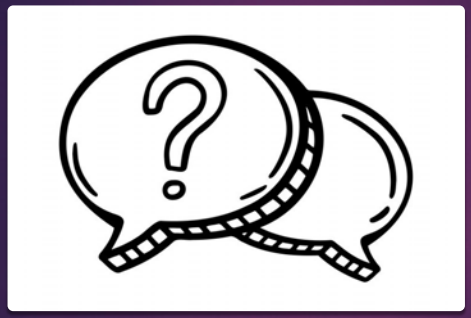
CCIT/Tiger One

Computers & Devices
Network & Connectivity
Account & Access
Phones &Communication
AV& Classroom Technology

Public Safety

Smell of Smoke- CUFD
Stolen Property- CUPD
Traffic Issues- CUPD
Illegally parked vehicles- Parking Services
Unauthorized individuals in Residential Spaces- CUPD
Welfare Concerns- CUPD

HOW CAN I SEE MY WORK ORDERS?



QUESTIONS???

STAFF SENATE

Chris Miller

University Facilities

University Facilities

Chris Miller

Upcoming Construction Projects

Online Construction Map

UNIVERSITY FACILITIES

STAFF SENATE

David Kuskowski
Senior Associate Vice President for Enrollment Management

Devin Brothers
Associate Registrar

Rock McCaskill
University Registrar

Matt Fields
Project Manager for Enrollment Management

Academic Calendar Exploration

ClemsonElevate

CROSS-CUTTING

Why are we considering calendar changes?

- A revised calendar could create greater alignment between academic and operational cycles, improve faculty and student scheduling options, and expand learning opportunities
- The current academic calendar structure limits flexibility for students, complicates operational scheduling, and restricts opportunities for revenue-generating short-term experiences.

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Strategic opportunities

- Introduce January term
- Introduce August term
- Increase opportunities for the delivery of summer credit hour instruction
- Delay start of Summer II until after July 1
- Identify opportunities for operational efficiencies between semesters, improving strategic resource management
- Determine value of standardized study days as part of the academic calendar

ClemsonElevate

Project outline

1. Develop potential academic calendar models for Fall, Spring, Summer, January, and August terms.
2. Benchmark peer institutions and confirm compliance with SACSCOC and Department of Education standards.
3. Conduct initial assessment of both constraints and potential impacts on things such as financial aid, student billing, faculty contracts, housing, and athletics.
4. Meet with faculty, staff, students, and key administrative units for feedback and engagement.
5. Prepare an implementation framework and communication plan for a potential Fall 2027 launch.

ClemsonElevate

Project timeline

Target date	Stages	Status
10/31/2025	Proposal review and project scope confirmation	✓
12/30/2025	Benchmarking for compliance completed	✓
3/31/2026	Wrap-up stakeholder engagement and financial modeling	
4/30/2026	Draft academic calendar model finalized *or iterate in response to stakeholder engagement*	
7/15/2026	Implementation team kickoff	
12/31/2026	Readiness assessment and final adjustments	
7/1/2027	Go-live: Revised academic calendar implementation	

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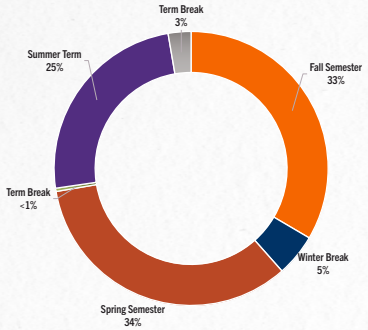
Understanding the Clemson Calendar



	Days (w/o weekends)	Weeks
Fall Semester	87	17
Winter Break	13	3
Spring Semester	88	18
Term Break	1	0
Summer Term	64	13
Term Break	7	1
Sum	260	52

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Comparison with Peer Institutions

School	First day of class	January intercession	Last day of exams	Grads cleared prior to ceremony?	# of ceremonies	Maymester	Summer session starts after July 1	Winter intercession 1	Winter intercession 2
Clemson	Wed, Jan 7	No	Fri, May 1	Yes	3	No	Yes	N/A	N/A
Duke	Wed, Jan 7	No	Sat, May 2	No	1	No	No	N/A	N/A
Florida State	Wed, Jan 7	No	Fri, May 1	No	3	No	No	N/A	N/A
Louisville	Wed, Jan 7	Yes	Thurs, April 30	No	2	Yes	Yes	12/15 - 1/6	
UNC	Wed, Jan 7	No	Thu, May 7	No	2	Yes	No	N/A	N/A
Georgia Tech	Mon, Jan 12	No	Thu, May 7	No	2	Yes	No	N/A	N/A
Boston College	Mon, Jan 12	No	Tu, May 12	Yes	1	No	No	N/A	N/A
Miami	Mon, Jan 12	Yes	Wed, May 6	No	2	Yes	No	12/15 - 1/11	1/2-1/11
Pitt	Mon, Jan 12	No	Mon, April 27	No	2	No	No	N/A	N/A
Syracuse	Mon, Jan 12	Yes	Mon, May 5	No	1	Yes	No	12/17 - 1/9	
Virginia	Mon, Jan 12	Yes	Fri, May 8	Yes, with exceptions	1	No	Yes	1/2 - 1/10	
Wake Forest	Mon, Jan 12	No	Sat, May 9	Yes, with exceptions	1	No	Yes	N/A	N/A
Notre Dame	Mon, Jan 12	No	Fri, May 8	Yes, with exceptions	1	No	No	N/A	N/A
California	Tue, Jan 13	No	Fri, May 15	No	2	No	Yes	N/A	N/A
SMU	Tue, Jan 20	Yes	Thu, May 14	No	2	Yes	Yes	12/18 - 1/16	1/2 - 1/16
VA Tech	Tue, Jan 20	Yes	Wed, May 13	No	2	No	Yes	12/26 -1/16	1/2 - 1/16

Three Calendar Models

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Current Calendar

- Early start in January limits targeted academic programming including but not limited to experiential opportunities for students.
- Start of Spring operational challenges (transfer credit evaluation, orientation, etc.)
- Increasing number of high school seniors are not graduating until later in the summer, limiting their ability to participate in summer enrollment programs.
- Compressed grade collection timeline and clearance for graduates.

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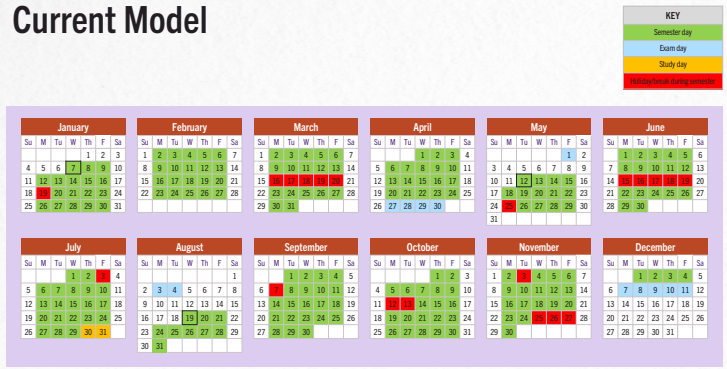
Current Model



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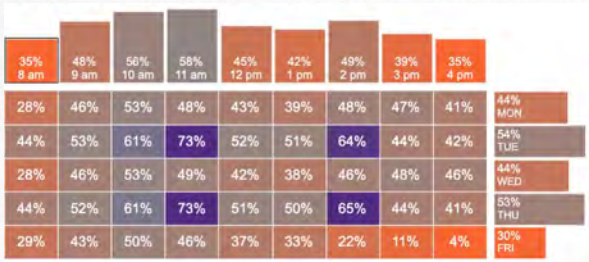
Review of Class Meeting Days



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Option 1 (Lengthen Summer Model)

- Lengthens summers to 15 weeks just like Fall and Spring.
- Adds January term.
- Adds August term.
- Starts Summer II after July 1.
- MWF section time lengthened from 50 mins. to 60 mins.
- TTH section time lengthened from 75 mins. to 90 mins.
- Lose one standard class time block per day.

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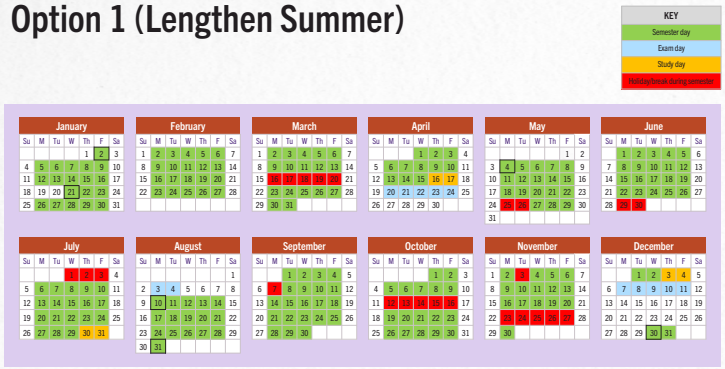
Option 1 (Lengthen Summer)



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Option 2 (Elevate Impact Model)

- Adds January term.
- Spring semester begins after ~January 20.
- Summer II begins after July 1.
- Keeps the basic Summer I, Summer II, and full Summer schedules.
- Maintains current section times.

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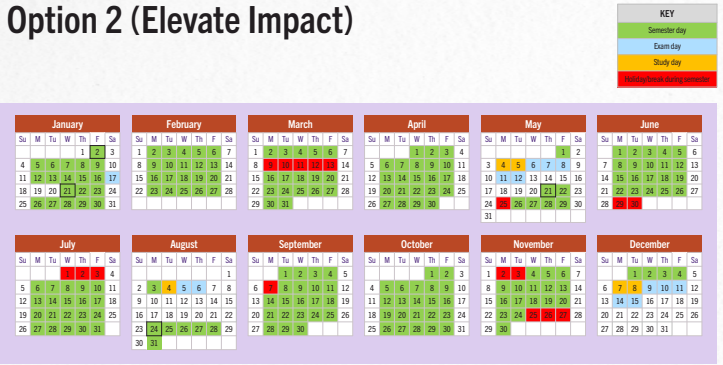
Option 2 (Elevate Impact)



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Calendar Options Comparison

	Option 1 (Lengthen Summer)	Option 2 (Elevate Impact)	Current Calendar
January Term	Yes	Yes	No
August Term	Yes	No	No
Summer II begins after July 1	Yes	Yes	No
Increase Summer Credit Hour Opportunities	Yes	Yes	No
Study Days added	Yes	Yes	No
Credit Hour Policy Revision Required	No	No	No
Grad Clearance Policy Change	Yes	Yes	No
Lengthen Section/Class Meeting Times	Yes	No	No
Changes to Room Scheduling Process	Yes	No	No
Saturday Exams Required	No	No	No
Compliance Review Risk	No	No	No
Faculty Workload Pattern Changes (possible)	Yes	No	No

Clemson Elevate

Thank you!

Questions?

Clemson Elevate

Extras

Clemson Elevate

Fall/Spring class time compliance

A minimum of 750 minutes of instruction (pedagogic or andragogic activity) or equivalent is required for each semester hour of credit to be awarded. – Clemson Credit Hour Policy

750 minutes × 3 credit hours = 2,250 total minutes, minus final exam time (150 minutes):
2,250 – 150 = 2,100 instructional minutes required before exams

MWF		
Model	Minutes per Class	Meetings
Current	50	42
Lengthen Summer	60	42
Elevate	50	36

TR		
Model	Minutes per Class	Meetings
Current	75	28
Lengthen Summer	90	24
Elevate	75	28

ClemsonElevate

Summer class time compliance

A minimum of 750 minutes of instruction (pedagogic or andragogic activity) or equivalent is required for each semester hour of credit to be awarded. – Clemson Credit Hour Policy

750 minutes × 3 credit hours = 2,250 total minutes, minus final exam time (150 minutes):
2,250 – 150 = 2,100 instructional minutes required before exams

Model	Meeting Pattern	Minutes per Class	Meetings
Current & Elevate Impact	TWR	75	28
Lengthen Summer	MWF	60	36
Lengthen Summer	TR	90	24

ClemsonElevate

STAFF SENATE

Robert Taylor
Senior Director for Campus Recreation

Taylor Williams
Associate Director for Outdoor Recreation

Staff Outdoor Adventure Pilot!

CORE – Clemson Outdoor Recreation & Education

Meet the Team

Robert Taylor
Senior Director, Campus Recreation

Taylor Williams
Associate Director, Outdoor Recreation

Here's what CORE is to <u>us...</u>

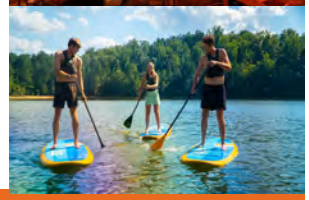
RENTAL CENTER:
- Anything you need to get outside, we have it!
- Low prices to keep the outdoors accessible
- Free day use equipment

BIKE SHOP:
- Rental mountain bike fleet
- Full bike repair shop for students
- Work with bike tech!

TRIP PROGRAM:
- The heart of what we do!
- Various programs from near and far, short and long
- Approximately 40 programs fall and spring
- Peer led and affordable

Staff Pilot Details

- **Membership Info**
  - Not required to participate in Pilot activities/trips (Summer 2026
  - Campus Recreation Memberships Optional
  - Campus Recreation Day Memberships Optional
  - Access to Snow open to any Faculty/Staff Member
  - Valid Parking Permit is Required
- **Guests and Children**
  - All Guest and Children must be accompanied by Staff Member
  - Minimum age 7 years old (or able to fit in smallest PFD)
- **What's Included**
  - All equipment
  - Trip Leaders / Instruction
  - Transportation for Off Site Trips



Trips and Dates

- **Sunday, May 3rd 4pm – 7pm**
  - Summer Kick Off at the Lake
  - Paddleboard and Kayak Demos
  - Tour of Andy's (Outdoor Education Center)
  - Camping Equipment Demos
  - S'mores at the Fire Pit
  - FREE
- **Friday, June 12th 6:30am - Sunrise Paddleboarding**
  - Paddleboarding from Snow Complex on Lake Hartwell
  - COST: $5 for staff, $10 Guests
  - Registration Required – 12 maximum
- **Thursday, June 18th 5:00pm – Paddle and Pies Paddleboarding or Kayaking**
  - Paddle from Snow Complex to Yourpie Dockside
  - COST: $5 for staff, $10 Guests
  - Registration Required – 12 maximum
- **Saturday, July 25th 9:00am – 7:00pm – Ducks on Tuck**
  - Inflatable kayak or raft on the Tuckaseggee River – Dillsboro NC
  - COST: $35 for staff, $50 Guests (18+ only)
  - Registration Required – 15 maximum

GET OUTSIDE with CORE this SUMMER!!

Questions??

Share with your Colleagues!

Register on our Website!

STAFF SENATE

Tessa Byer

University Ombuds

OMBUDS UPDATE

CLEMSON UNIVERSITY OMBUDS OFFICE

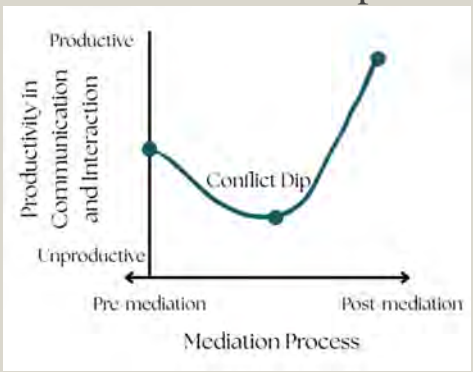
UPCOMING TRAININGS:

Navigating Intergenerational Workplaces
Date: April 10, 2026, from 9:00 to 11:00
Location: University Facilities Center, 280 Seneca Creek Rd, Room A-251

Fall Trainings will be announced soon!

SIGN UP ON TIGER TRAINING!

The Conflict Dip



The Conflict Dip

- When solving problems or resolving conflict, things are going to get worse before they get better.
  - I have to tell you how I really feel or what I really think.
  - I have to tell you how hurt I am.
  - I have to tell you what I think is wrong here.
  - I have to ask you some questions you don't want to answer.
  - I have to disagree with you.
  - I have to ask you for something you are not going to want to give.
- If things are going wrong, sometimes it's an indication that you are in the dip. And things are going to get better now that you've gone there.

Stick with it Through the Dip

- Don't let the conflict dip be the reason you avoid a conversation you know you need to have.
- Take a break and come back to the conversation later.
- Prepare what you want to say and how you want to say it. Prepare how you will respond to what they might say.
- Ask yourself and the other person, "What do we need to ask each other or express to each other in order to feel like we can move forward?"
- Be ready to hear hard truths, and come up with a plan to process and accept them.
- Call a mediator!
- Celebrate the hard work it has taken to get you to this place.

QUESTIONS OR COMMENTS?

Tessa Byer, CO-OP®, University Ombuds
864-656-5353
tbyer@clemson.edu

STAFF SENATE

Staff Senate

Approval of the Minutes

STAFF SENATE

Staff Senate

Committee Reports

STAFF SENATE

Treasurer

Alisha Maw

STAFF SENATE

Activities

Donna Jervis & Levi Roach

STAFF SENATE

Advancement

Jennifer Blyden & Candice Heatherly

STAFF SENATE

Communications

Cora Allard & Colby Lanham

STAFF SENATE

Membership

Mallory Maher, Ezra Munn,
& Eric Pernotto

STAFF SENATE

Welfare

Marjorie Campbell & Allison Bower

STAFF SENATE

Staff Senate

University Committee Reports

University Committee Reports

- Accident Review Board – Levi Roach / Meredith Williams
- Alcohol and Other Drugs Advisory Board – Rob Seay
- Bookstore Advisory Committee – Eric Pernotto
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President's Report

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- Recognition
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- Compensation Taskforce/General Increase
- Clemson Day at the State House

STAFF SENATE

Staff Senate

Old Business

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New Business