STAFF SENATE MONTHLY MEETING

MEETING MINUTES

LOCATION: Watt Innovation Center 106

DATE: Thursday, May 14, 2026

TIME: 2:30PM

ATTENDANCE: **OFFICERS** | Victoria Perry (President), Ryan Real (Vice-President), Stacey Miller (Past-President), Candice Heatherly (Treasurer), Haley Cox (Secretary)
EXECUTIVE COMMITTEE | Marjorie Campbell (Vice-Treasurer), Aubrey Baldwin (Vice-Secretary), Levi Roach, Anna Grace Araiza, Alison Fecher, Penny Reid, Cora Allard-Keese, Meredith Williams, Mallory Maher, Ezra Munn, Allison Bower
SENATE | Anthony Herrera, Ashley Persson, Barbara Howard, Benjamin Williams, Cory Tanner, Donna Scruggs-Buss, Erica Allgood, Jay Cooley, Katie Daily, Mac Dye, Marcus Robinson, Matt Howle, Miriam Rose, Nicci Hanewald, Rob Seay, Shannon Burkhalter, Staci Koonce, Tara Stone, Thomas West, Tommy Tsimbinos, Toni Becker, Trina Krieger

ATTENDANCE (OFFICIAL SIGN-IN SHEET)
Staff Senators: 38
Faculty Senators: 2
Non-Senator Staff/Faculty: 39
Speakers/Guests: 7
ADDITIONAL PARTICIPATION (ESTIMATED)
Online viewers: 111

I. OPEN COMMENTARY

II. CALL TO ORDER | 2:30PM

III. APPROVAL OF THE MINUTES

a. Levi Roach motions to approve; Stacey Miller seconds

b. Hearing no objections, the motion passes

IV. SPECIAL ORDERS OF THE DAY

a. Anna Courie, Chief Well-being Officer

   i. Remarks on initial report on 2026 Clemson Health and Well-being needs assessment survey, deliverables to date, and what's coming next, see slides

b. Monique Everroad, Director of Policy Initiatives

   i. Policy Program Overview, see slides

c. Tessa Byer, University Ombuds

   i. Feelings wheel resource, see slides

V. PRESIDENT'S REPORT

a. President's Remarks

b. Appreciation and Recognition

   i. 20 Staff Stoles & Reserved Seating

   ii. Class of 1956 Award for Staff Excellence | Stacey Miller, Past President

   iii. 2026 CAFLS Outstanding Professional Award | Toni Becker, Senator

   iv. Nursing lab in Greenville featured on the Clemson landing website

VI. COMMITTEE REPORTS

a. Executive – Ryan Real, Candice Heatherly & Haley Cox

   i. Approved motion by the Executive Committee: name change Advancement Committee to Philanthropy Committee

   ii. Budget Balance

      1. Vending $9,879.20 – $5,131.20

      2. Operating $9,394.16 – $8,806.80

   iii. Strategic Planning in Progress

b. Activities – Levi Roach & Anna Grace Araiza

   i. Employee Appreciation Lunch

c. Communications – Cora Allard & Meredith Williams

i. Follow Staff Senate on LinkedIn and Facebook

d. Membership – Mallory Maher & Ezra Munn
    i. Sympa Listserv – ability to e-mail your budget center + now on your own committee listserv
e. Philanthropy – Alison Fecher & Penny Reid
    i. No report
f. Welfare – Allison Bower & Marjorie Campbell
    i. No report

VII. UNIVERSITY COMMITTEES, COUNCILS AND ADVISORY BOARDS:

a. Academic Council – Victoria Perry
b. Accident Review Board – Levi Roach / Meredith Williams
c. AI Council – Ryan Real
d. Alcohol and Other Drugs Advisory Board – Rob Seay / *Needs 2nd representation*
e. Bookstore Advisory Committee – *Needs representation*
f. Clemson University Awards Committee – *Needs representation*
g. Committee on Committees – Victoria Perry / Ryan Real / Haley Cox
h. CompStat 360 – *Needs representation*
i. Library Advisory Committee – Needs representation
j. Ombuds Committee – Stacey Miller / Victoria Perry / Ryan Real / Staci Koonce
k. Parking Advisory Committee – *Needs representation*
l. Parking Review Board – *Needs representation*
m. Staff and Faculty Emergency Fund Committee – Victoria Perry
n. Student Code of Conduct Review Committee – *Needs representation*
o. Vending Machine Committee – Candice Heatherly

VIII. OLD BUSINESS

IX. NEW BUSINESS

X. ADJOURNMENT | 3:41PM

a. Candice Heatherly motions to adjourn; Anna Grace Araiza seconds.

b. Hearing no objections, the motion passes

Minutes by: Haley Cox & Aubrey Baldwin

Staff Senate Meeting

May 14, 2026

Please sign in using the QR code.
We ask that all attendees, including senators, guests, speakers, and both in-person and virtual participants, complete the sign-in form. This helps us maintain accurate attendance records for our monthly meetings.

STAFF SENATE

Staff Senate

Approval of the Minutes

STAFF SENATE

Anna Courie

Chief Well-being Officer

CLEMSON

CU Well-Being

Staff Senate May 2026 Update

INSTITUTIONAL EXCELLENCE

2026: What Have We Delivered?

Systematic Survey and Assessment	Improve Use of Well-being Resources	Improve Communications	Training and Leadership Development	Develop Wellness Ambassadors
• Launched the Clemson Community Health and Wellness Needs Assessment • 2, 490 responses • 28% of all staff (THANK YOU) • Initial Report Delivered to the President/Provost /VPSA	• Well-being Resource Inventory (64+ resources/9 divisions) • www.Clemson.edu/well-being • Well-being Resource Hub (coming soon) • WB Resources in CANVAS • 11.5K% increase in engagement in well-being information and resources	• Elevate Well-being Blog Series • Elevate Well-being Monthly info sheet for leaders • Synchronize Our Clemson/Your Clemson • Student Day-in-the-life WB Series in CANVAS • 7500+ distinct readers	• Well-being Individual Development Plan • Team Well-being Compass • Supervisor Well-being Compass • Struggle Well • ~12,000 Well-being Engagements to date • 96% Satisfaction	• 20/20 Colleges/Divisions have a Wellness Ambassador • 80% communicate about well-being on a monthly basis • 70% have identified well-being priorities for strategic plans

INSTITUTIONAL EXCELLENCE

What to Watch for Fall 2026

- Struggle Well 2-day Health and Well-being Training continues monthly—Sign up in Tiger Training
- Further WB Micro Trainings in Tiger Training around key health risk areas
- Finalize Clemson Health and Well-being Guidelines and Procedures Document
- Continue to communicate and increase awareness about resources
- Launch a working group to describe the #1Clemson Experience for Employees
- Develop targeted recommendations for Deans/Division Leaders based on Needs Assessment Results

INSTITUTIONAL EXCELLENCE

CLEMSON

Questions?

INSTITUTIONAL EXCELLENCE

STAFF SENATE

Monique Everroad

Director of Policy Initiatives
Office of University Compliance and Ethics

Office of
UNIVERSITY COMPLIANCE
AND ETHICS

CLEMSON UNIVERSITY POLICY PROGRAM

AGENDA

Background + Our Role

Your Role

Resources

Office of
UNIVERSITY COMPLIANCE AND ETHICS

What myths or connotations do you have around "compliance" and "policy?"

OUR ROLE

- **Compliance** is how organizations follow the laws, regulations, and policies that keep people safe and systems fair.
- **Ethics** is how we decide what's right.
- **Policy** is a structured set of principles or rules that answers *what* and *why*.

Office of
UNIVERSITY COMPLIANCE
AND ETHICS

MAKING ETHICAL DECISIONS

Starts with knowing what is right.

"Any well-designed compliance program utilizes policies and procedures to give both content and effect to ethical norms and to mitigate risks identified by the company as part of its risk assessment process."

- U.S. Department of Justice

WHAT IS A POLICY PROGRAM?

The Department of Justice outlines expectations for policies and procedures that include:

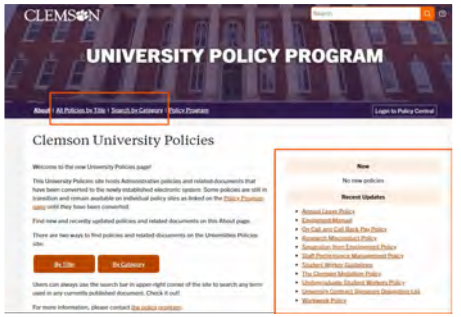
Design	process for policies and procedures development and review
Comprehensiveness	monitor and implement policies and procedures that reflect and deal with the spectrum of university risks
Accessibility	communicate policies and procedures to all employees; publish in a searchable format
Responsibility of Integration	identify those responsible for *integrating* policies and procedures; ensure they understand the policies; identify internal controls
Gatekeepers	policy owners and upholders have guidance and training, can identify misconduct, and escalate appropriately

WHAT THAT LOOKS LIKE AT CLEMSON

- **Standardized University-wide policy development, review, approval, and storage process (PAW)**
- **Centralized University-wide policies**
- **Access to tools to support the entire policy process**
- **Facilitated policy communication**
- **Review of policy effectiveness and assistance with implementation challenges**
- **Support of unit-level policies and processes**
- **Aligned efforts with internal audit and ERM**

DESIGN: POLICY APPROVAL WORKFLOW

ACCESSIBILITY: POLICY LIBRARY



ONE-STOP SHOP

INTEGRATION OF RESPONSIBILITY: WHAT IS YOUR ROLE?

- Do you know all of the policies that impact you and your team?
- Do you or your team members have a policy question?
- How and how often do you communicate policies to your teams?
- Consider how an understanding of *why* something is the way it is can address concerns from team members?

- Find out what policies impact your constituents?
- How can you educate your constituents about policies regularly?
- Provide the actual policy, not just an interpretation of it.
- Encourage submission of constituent concerns related to policies
- Encourage reporting of suspected or actual policy violations

RESOURCES

- Policy Approval Workflow
- Administrative Policy Template
- Policy Program Manual
- Websites
  - Policy Program
  - University Policies (the policy repository)
- Policy Central (policy management system)
- Training guides and videos; writing workshops
- Policy Prioritization Tools and Guidance
- Communication Templates

GATEKEEPERS: EVERYONE HAS A VOICE

https://www.clemson.edu/administration/internalaudit/ethicsline.html

CONNECTING ETHICS & COMPLIANCE

"[…] I want to know whether you are doing everything you can to ensure that when that individual employee is facing a singular ethical challenge, he has been informed, trained, and empowered to choose right over wrong."

- Kenneth A. Polite, Jr., Former Assistant Attorney General for the U.S. Department of Justice, Criminal Division

Office of
UNIVERSITY COMPLIANCE AND ETHICS

THANK YOU!

Monique Everroad – moniquw@clemson.edu
Lillian King – ljking@clemson.edu
Policy Program General – policy@clemson.edu

STAFF SENATE

Tessa Byer

University Ombuds

OMBUDS UPDATE

CLEMSON UNIVERSITY OMBUDS OFFICE

UPCOMING TRAININGS:

Don't Tough It Out: Difficult Situations at Work
Date: Sept. 11, 2026, from 9:00 to 12:00
Location: University Facilities Center, 280 Seneca Creek Rd, Room A-251

Navigating Intergenerational Workplaces
Date: Sept. 25, 2026, from 9:00 to 11:30
Location: Virtual Only

Giving Effective Feedback
Date: Oct. 14, 2026, from 9:00 to 10:30
Location: Virtual Only

Emotional Intelligence at Work
Date: Oct. 30 from 9:00 to 11:00
Location: University Facilities Center, 280 Seneca Creek Rd, Room A-251

Combating Burnout and Cultivating Resilience
Date: Nov. 6, 2026, from 9:00 to 11:00
Location: Virtual Only

SIGN UP ON TIGER TRAINING!

Emotions v. Feelings

- Emotions: Mental processes that all animals go through in response to stimuli.

Purpose: To help us survive.

Basic Emotions

Involves:
- Sensations: rapid breathing, racing heart, shaking
- Cognitions: "I can't do this." "This will turn out badly."
- Urges: to distract, avoid, worry, do drugs, etc.

Image created with assistance from ChatGPT.

Emotions v. Feelings

Image created with assistance from ChatGPT.

The Feelings Wheel

- Feelings: How we experience and interpret emotions.
  - *Happy:* Proud, content, connected
  - *Sad:* Hurt, bored, lonely
  - *Fear:* Rejected, anxious, dread
  - *Disgust:* Avoidant, revolted, critical
  - *Anger:* Hateful, threatened, suspicious
  - *Surprise:* Startled, confused, amazed
  - *Shame*: Guilty, humiliated, inadequate
  - *Interest:* Loving, curious, excited

The Three Questions

- What does this feeling tell me really matters?
- What do I need here?
- How will I move forward?

QUESTIONS OR COMMENTS?

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

STAFF SENATE

Staff Senate

President's Report

The Class of 1956 Award for Staff Excellence
Stacey Miller

2026 CAFLS Outstanding Professional Award
Toni Becker

Share your wins with Staff Senate!

STAFF SENATE

Staff Senate

Committee Reports

STAFF SENATE

Executive

Ryan Real
Candice Heatherly
Haley Cox

STAFF SENATE

Activities

Levi Roach & Anna Grace Araiza

STAFF SENATE

Communications

Cora Allard & Meredith Williams

May Newsletter

Facebook

LinkedIn

STAFF SENATE

Membership

Mallory Maher & Ezra Munn

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STAFF SENATE

Philanthropy

Alison Fecher & Penny Reid

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STAFF SENATE

Welfare

Allison Bower & Marjorie Campbell

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STAFF SENATE

Staff Senate

University Committees, Councils and Advisory Boards

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UNIVERSITY COMMITTEES, COUNCILS AND ADVISORY BOARDS

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STAFF SENATE

Staff Senate

Old Business

STAFF SENATE

Staff Senate

New Business

STAFF SENATE
Next Meeting:
June 11, 2026
Location: Watt 106
Last chance to sign in!
Use the QR code on the slide or
around the room to sign-in.