Clemson University Staff Senate
August 13, 2013, 10:30 AM, Madren Conference Center

Minutes

Members Present: Karen Arnold, Kay Bagwell, Roberta Balliet, Brandie Bargeloh, Pam Barnhill (conference call), Matt Bundrick, Deb Charles, Anne Cummings, Leslie Doss, Karen Erickson, Linda Galloway, Shelly Geer, Gail Gilbert, Wendy Howard, Billy Hunt (conference call), Adam Hunter, Julie Jones, Reba Kay-Purdessy, Sharon Kimbell, Julia Lusk, Rusty McDonald, Amanda Menefee, Angela Nixon, Dede Norungolo, Carol Pike, Judy Pruitt, Meshelle Rabon, Sarah Reeves, Chris Sober, David Stancil, Judy Tribble, Hagan Walker, Tina White, and Deveraux Williams

Members Absent: Mac Bevill, Laura Clay, Meredith Driver, Wilder Ferreira, Kim Fisher, Debra Goss, Christopher Greggs, Shirley Hagood, Jessica Holbrooks, Andy Riggins, Kari Tankersley, Terri Vaughan, and Cathy Welton

Guests Present: Kimberly Collins, Ami Hood, Dan Hofmann, John Mueller, Cathy Sams, Jackie Todd, and Tom Ward

President Angela Nixon welcomed guests and called the meeting to order.

1. Approval of Minutes: Tina White moved to approve the minutes of the June 11, 2013 Staff Senate meeting as written. Hagan Walker seconded the motion and the vote was unanimous. The minutes were approved.

2. Special Order of the Day: Cathy Sams, Chief Public Affairs Officer, shared a presentation with the Senate on a new internal branding campaign at Clemson University called “Head On”. Brand marketing is about building a reputation. This is a 2-year plan that focuses on demonstrating university competency, such as with ranking and success in terms of academics and finances within the university. The plan will increase internal communications and further express the values and progress of the Clemson family. The plan includes a redesigned faculty/staff website as well as a redesigned application of Inside Clemson.

3. President’s Reports
   A. Board of Trustees – The Board met July 18-20 in Charleston, SC. Angela Nixon gave a report on behalf of the Staff Senate (Attachment A).
   B. Other:
      1. Human Resources, Ami Hood. Kronos is a new electronic time keeping system. Employees will enter their time via an on-line portal or through a time keeping device. Kronos will also replace MyCLE. Leave will be entered in the Kronos system. Hood stated that there are many reasons why the university transitioned to an electronic system. Below are the reasons Hood listed in her presentation.
         • Time will be captured at the employee level at the time work is performed
         • Timesheets will be tabulated by system rules, not by hand
         • Data will already be in Kronos, preventing the need for re-entry by payroll personnel
         • Leave will be in the same system as time, viewable in the same place
         • Kronos will provide consistency and accuracy in time collection
         • Eliminate the need for paper timesheets

   4. Treasurer’s Report, Julie Jones. The operating budget for FY14 is: (a) Vending: $9,700.00; (b) Staff Senate funds: $4,560.00; (c) Travel: $500.00; (d) SDP: $15,362.00. Julia Lusk moved to approve the report and Hagan Walker seconded the motion. The report was approved.
5. Committee Reports
A. Standing Committees
1. Activities, Julia Lusk. The group is working on soliciting sponsors/participants for the 5K.
2. Communications, Anne Cummings and Reba Kay-Purdessy. No report.
4. Policy and Welfare, Wendy Howard. P&W met via e-mail in July. The group finalized the resolution for a campus commitment to Universal Design which the Staff Senate will vote on at the August meeting. Work continues on the tuition assistance program concerns for online and graduate programs.
   • Parking/Transportation Update - Dan Hoffman talked about the new changes happening to parking/transportation on campus. Items discussed included the new meters and an app called "Parker" which will show you where available metered parking spots are located. Hofmann also shared some data that shows through streamlining efforts Parking Services is now making money. The revenue maintains the current price structure of permits and allows for more parking/transportation improvements.
   • Universal Design Resolution (Attachment B) – Wendy Howard moved to adopt the resolution as written. Deveraux Williams seconded the motion and the vote was unanimous. The resolution passed.
5. Scholarship, Carol Pike. Senators were asked to support the 5K by distributing race brochures and sponsorship forms to individuals and businesses.

B. University Committees: None.

6. Unfinished Business
A. Presidential Search – Updates on the presidential search can be found at http://www.clemson.edu/presidential-search/. Currently nominations of qualified candidates are being solicited for consideration. Nominations will be accepted until August 31.
B. July Retreat, Group. Issues and concerns from the retreat:
   • Kronos – How does it work? Why moving to new system? How does it impact those with odd jobs and hours or lack access to a computer?
   • Parking changes, especially all these new meters
   • Curious about Presidential Search
   • Development – Professional and Personal (lack of training opportunities)
   • More outreach – opportunities for staff to provide feedback on changes
   • Anxiety – multiple changes going on (semi-monthly pay, Kronos transition, iROAR, President and Provost search)
   • Classification issues – Why so hard?
   • Compensation – Why are some penalized for participating in SDP?
   • Policy confusion
   • Multiple renovations – some upgraded often while other building are in poor condition
   • Distractions in work areas – poor climate – too many workers, not enough space

7. New Business
A. Barker Recognition Event and Scholars Fund, Angela Nixon. You are invited to two special events to honor and thank President and Mrs. Barker for their service to Clemson University. The first event is the annual Victor Hurst Convocation, which officially begins the academic year. Convocation is on Tuesday, August 20, 9:00 a.m., Brooks Center. President Barker will deliver the keynote address. The second event is a Clemson Family Picnic on Friday, August 30, from 11 a.m. to 1 p.m. on Bowman Field. This will be a chance for the entire Clemson family to gather and celebrate the Barkers. The picnic is being hosted by the presidents of Faculty Senate, Staff Senate, undergraduate and graduate student governments, and the Board of Trustees. Lunch will be provided.
B. **Resolution to Thank/Recognize President Barker** (Attachment C) – Angela Nixon is co-hosting the picnic and will be speaking and presenting the Barkers with a gift on behalf of the Senate. Nixon drafted a resolution of appreciation. The resolution was read. Tina White moved to approve the resolution with the deletion of the word “annual” from the 5th paragraph. Deb Charles seconded the motion and the resolution passed unanimously. In addition, the Senate will give a basket of Senate promotional items to the Barkers and Senators were asked to make a donation to the Barker Scholars Endowment.

C. **LGBTQ Task Force** – The Senate is seeking nominations for one representative for this task force. Angela Nixon nominated Terri Vaughan. Wendy Howard seconded the nomination. Receiving no other nominations, Vaughan was appointed.

8. **Announcements**
   A. **eduroam**, Deb Charles. The license for TigerNet will expire in December. TigerNet is being replaced by eduroam. This is a secure, world-wide wireless access service. This service was developed for the international research and education community. For information on eduroam, visit [http://www.clemson.edu/ccit/help_support/eduroam/faqs.html](http://www.clemson.edu/ccit/help_support/eduroam/faqs.html).

   B. **University Website Redesign**, Matt Bundrick. Clemson’s website has been redesigned to appeal to an external audience. Web visitors should notice the changes on Thursday, August 15. As a part of the new internal branding campaign the faculty/staff website and Inside Clemson will be redesigned as well.

9. **Adjournment**: There being no further business to discuss, the meeting adjourned.

**Next Meeting**: Tuesday, September 10, 2013, 10:30 a.m., Madren Center
RESOLUTION OF THANKS AND APPRECIATION

to James F. Barker, FAIA, and Marcia D. Barker

WHEREAS James F. Barker has announced his intention to resign as the
14th President of Clemson University, and

WHEREAS James F. Barker has tirelessly and passionately served Clemson faculty,
students, staff, and alumni as University President for 14 years, and

WHEREAS James F. Barker has been very supportive of Staff Senate and its efforts to
make Clemson a better place to work for its staff through hiring a Staff Ombudsman and
through approving the creation of the Staff Development Program, and

WHEREAS James F. and Marcia D. Barker have graciously opened their home to faculty
and staff to host an open house during the holiday season and hosted events such as
Family Fest to bring employees together for fun interaction outside of the normal work
environment and boost employee morale, and

WHEREAS James F. and Marcia D. Barker have generously supported the Staff Senate
Scholarship Fund by participating in fundraising events,

BE IT RESOLVED, that the Clemson University Staff Senate gratefully recognizes the
leadership and dedication of James F. and Marcia D. Barker for the betterment of the
University and their support of the entire Clemson family.

Angela S. Nixon, President

Matthew J. Bundrick, Vice President