1. Approval of Minutes

2. Open Commentary

3. President’s Reports
   A. Board of Trustees – The Board met July 14-17 in Clemson. Deveraux Williams shared a report with the Board on behalf of the Senate (Attachment).
   B. Other:
         • Employee Tuition Assistance and Pro Benefits Expo, Lisa Gagnon.
         • FLSA Changes, Jamie Byrne and Ale Kennedy.
      2. Legislative Update, Tina White.

4. Treasurer’s Report. Leslie Doss. FY17 funds are (a) Vending: $13,000; (b) Staff Senate operating: $5,616; (c) Staff Senate travel: $450; (d) SDP: budget currently not populated, but traditionally $15,000.

5. Committee Reports
   A. Standing Committees
      1. Activities, Roberta Balliet.
      2. Communications, Bindu Rangaraju.
      3. Membership, Shelly Geer and Bindu Rangaraju.
      5. Scholarship, Dan Hofmann.
   B. University Committees
      1. Accident Review Board, Rebecca Trutwin and Tom Warnock. The Board had an unscheduled meeting for an appeal of one of their decisions; however the appeal was withdrawn the morning of the scheduled meeting. Because the meeting was already scheduled when the appeal was withdrawn, members met and new cases were reviewed and all decisions were unanimous.

6. Unfinished Business: None.

7. New Business
   A. Blood Drive – The Blood Connection’s Blood Mobile was on campus July 26th from 10 a.m. until 3 p.m. All donors received a $5 Harcombe Dining Hall coupon donated by Clemson Home and a pair of movie tickets. Donors also earned The Blood Connection 500 TBC points. The Drive had a great turnout. The Blood Connection’s goal was to collect 30 from donors and they surpassed that with 37 completed donors, 14 first time donors, and 11 deferrals.
   B. Outreach – The Staff Senate is pleased to offer health assessments again this year! This is possible due to a partnership with Dr. George Askew and Caitlin Moore from the Sullivan Center. The goal is to offer this opportunity throughout the state this year. Two health assessments are scheduled for August 22nd at Sandhill REC in Columbia and August 29th at Edisto REC in Blackville. The CU4Health Program provided by the Sullivan Center is a comprehensive health
risk assessment offered to Clemson employees and retirees whose primary insurance coverage is through Clemson University. The program is open to subscribers, retirees, and their covered spouses enrolled in the State Health Plan (Standard or Savings). Medicare enrollees are not eligible. Additional information on CU4Health can be found at http://www.clemson.edu/centers-institutes/sullivan/cuwell1/cuforhealth/.

C. November Senate Meeting Date Change – The November 8th meeting falls on a Fall Break/Election Day. Since the University will be closed, the meeting has been moved up a week to November 1st. Please adjust your calendars accordingly.

8. Announcements

9. Adjournment

Next Meeting: Tuesday, September 13, 2016, 10:30 a.m., TBD
Clemson University Staff Senate
August 9, 2016, 11:00 AM, Watt Family Innovation Center, Room 208

Minutes

Members Present: Phillip Addington, Roberta Balliet, Mac Bevill, Kelli Blankenship, Laura Clay, Leigh Dodson, Billy Edwards, JoAnna Floyd, Shelly Geer, Debra Goss, Dan Hofmann, Wendy Howard, Jeff Kallin, Jan Lay, Jeff Leyh (Adobe Connect) Rusty McDonald, Aubrey Miller, Meg Newton, Rhonda Powell, Cody Price, Janeen Putman, Sarah Reeves, Lavonne Sloop, Janine Sutter, Rebecca Trutwin, Terri Vaughan, Tom Warnock, Tina White, Janay Whitesel, Sue Whorton, and Deveraux Williams

Members Absent: Leslie Doss, Jeff Holliday, Adam Hunter, Beverly Lavier, Amanda Menefee, Herb Parham, Bindu Rangaraju, Tom Taylor, Joey Thames, Erin Thomas, Michelle Voyles, Savannah Wigington, and Holly Williams

Guests: Jamie Byrne (OHR), Bill Coburn, Mike Eades (Media), Lisa Gagnon (OHR), Kathy Glenn, Kevin Hendricks, Keith Jones, Ale Kennedy (OHR), Janet Lollis, Josh Morgan, Jodi Redlinger, Shantel Smith, Harry Thomas, Jackie Todd, Dave VanDeventer, and Tom Ward

1. Approval of Minutes: Terri Vaughan moved to approve the minutes from the June 14, 2016 Staff Senate meeting as written. Tina White seconded the motion and the vote was unanimous. The minutes were approved.

2. President’s Reports
   A. Board of Trustees – The Board met July 14-17 in Clemson. Deveraux Williams shared a report with the Board on behalf of the Senate (Attachment).
   B. Other:
      1. Human Resources.
         • Employee Tuition Assistance and Pro Benefits Expo, Lisa Gagnon. OHR is looking to organize an event around October 14, 2016 with the intent of educating employees on the OHR sponsored programs offered at the university. OHR is also pondering the idea of a faculty/staff resource fair in the spring with regional companies and vendors in attendance.
         • FLSA Changes, Jamie Byrne and Ale Kennedy. Clemson University’s Office of Human Resources (OHR) has been monitoring potential changes to the FLSA since March 2014. Since spring 2016, OHR has continued to confer with an outside labor lawyer to prepare the University for changes that will go into effect December 1, 2016. Key leaders of impacted employee groups will be included in discussions in the coming months. Employees and supervisors should not take any action. The Office of Human Resources will provide clear and specific guidance to all employees and supervisors during the fall 2016.

   2. Legislative Update, Tina White.

3. Treasurer’s Report, Leslie Doss. FY17 funds are (a) Vending: $13,000; (b) Staff Senate operating: $5,616; (c) Staff Senate travel: $450; (d) SDP: budget currently not populated, but traditionally $15,000.
4. Committee Reports
   A. Standing Committees
      1. Activities, Roberta Balliet. Activities announced that the Staff Senate exceeded their Golden Harvest backpack program goal of 12 backpacks by reaching about 13 backpacks sponsored at $2,432. As of now, the program will remain open until October 4, 2016. The possibility of senators sending out another email in September or October to their areas in order to make one last push for the program was recommended. Activities also discussed their idea of a collaborative military appreciation event in conjunction with ROTC. The committee is still working on formulating a concrete idea of how the event would be organized. However, it is known that CU’s military staff members/CU ROTC would be at the center of discussion for this event. The committee continued the idea of a casual social gathering event for the staff senators. One idea mentioned was an Uptown Art social. The committee suggested an online document with multiple dates for this event on which senators could pick and choose which dates work best in order to gauge what dates/times would work best for the group.
      2. Communications, Bindu Rangaraju. Jan Lay asked senators to send in any content for the upcoming newsletter to Bindu within the next week.
      4. Policy and Welfare, Terri Vaughan. Policy & Welfare is currently reviewing 3 pertinent documents regarding new hiring policies as requested by OHR. These documents require full review and feedback submissions by August 15, 2016. More information is forthcoming following thorough review by the P&W committee and approval from OHR regarding the communication of these policies.
      5. Scholarship, Dan Hofmann. The Scholarship committee is looking to do a handful of mini-events, perhaps on a monthly basis, teaming up with local businesses and other groups in order to market the Staff Senate and its scholarship campaign. The Senate would pursue a collaborative effort such as those in which a percentage of proceeds go toward the Staff Senate scholarship fund. The committee is also increasing general outreach and marketing efforts, publicizing the Staff Senate scholarship on campus buses. Finally, the scholarship committee is discussing an outing at the CU Outdoor Lab in the coming future to assess if it is a suitable venue for the next soirée. More details will be forthcoming on this idea.
   B. University Committees
      1. Accident Review Board, Rebecca Trutwin and Tom Warnock. The Board had an unscheduled meeting for an appeal of one of their decisions. However, the appeal was withdrawn the morning of the scheduled meeting. Because the meeting was already scheduled when the appeal was withdrawn, members met and new cases were reviewed and all decisions were unanimous.

5. Unfinished Business: None.

6. New Business
   A. Blood Drive – The Blood Connection’s Blood Mobile was on campus July 26th from 10 a.m. until 3 p.m. All donors received a $5 Harcombe Dining Hall coupon donated by Clemson Home and a pair of movie tickets. Donors also earned The Blood Connection 500 TBC points. The Drive had a great turnout. The Blood Connection’s goal was to collect 30 from donors and they surpassed that with 37 completed donors, 14 first time donors, and 11 deferrals.
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through Clemson University. The program is open to subscribers, retirees, and their covered spouses enrolled in the State Health Plan (Standard or Savings). Medicare enrollees are not eligible. Additional information on CU4Health can be found at http://www.clemson.edu/centers-institutes/sullivan/cuwell1/cuforhealth/.

C. November Senate Meeting Date Change – The November 8th meeting falls on a Fall Break/Election Day. Since the University will be closed, the meeting has been moved up a week to November 1st. Please adjust your calendars accordingly.

7. Announcements: Deveraux highlighted the CU Unity Lunch to be held on the first day of class for Clemson University on Bowman Field. Deveraux asked for the attendance and support of all senators who can make it. The lunch is open to all faculty, staff, and students. Deveraux also mentioned the possibility of each representative senator sending an email announcement out to each respective budget center regarding this lunch.

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

Next Meeting: Tuesday, September 13, 2016, 10:30 a.m., TBD
Staff Senate Goals and Agenda
As the incoming President of Staff Senate, it has been my pleasure so far to represent the 3,500+ staff that make this great University what it is today! Below you will find some continuing goals and agenda items that we feel are very important to Clemson’s staff.

- Support staff advancement and growth opportunities both professionally and communally
- Continue to work toward improving benefits such as compensation and tuition assistance
- Improve communication by seeking new ways to engage with staff (i.e. adding more face-to-face interactions with staff to gauge issues)
- Continue to host Staff Senate meetings in new areas of campus in order to become more familiar with main campus and its operation

In addition to those items we are looking for new ways to connect to our staff and encourage collaboration within the many departments and areas at Clemson.

Partnerships
For the second year, Parking Services was able to include in the Parking Permit renewal mailers information about the Staff Senate Scholarship Program. The fund provides 12 scholarships annually at $1,500 each to children of staff attending Clemson. This partnership with Parking Services allows us to reach more people who may not have heard of the program. The Staff Senate thanks Parking Services and Student Affairs for their continued support!

Staff Development Program
A new cohort of the Staff Development Program will begin July 1st 2016. This will be the start of our seventh year and we are excited about the new staff that makes up this group. We look forward to working with them and giving them the opportunity to grow personally as well as professionally. The Staff Senate thanks the administration for their continued support of this program now and well into the future. We are truly grateful for the opportunity to enhance our staff force through development in personal, professional, service, and core component areas. The goal of the program is to allow staff members to grow personally and professionally while at the same time strengthening their engagement with the university. Participants must complete 150 hours of personal and professional development, university-related service and core curriculum activities geared towards increasing the engagement between participants and the university as a whole. Peer review committees oversee the process and help participants stay on track with their goals.
Staff Outreach
We also will be hosting, along with Clemson Home, a blood drive on July 26th here on campus. The Blood Connection contacted us because the need for blood during the summer is truly great and the blood banks are in need of our help. With the student population smaller in the summer, they asked if we could help get those that were here involved. This is the second year Staff Senate has partnered with The Blood Connection and we look forward to making this event a success!

Working with PSA to reach out to all REC areas across the state affiliated with Clemson University and its extensions has been a goal of Staff Senate in recent years. These outreach opportunities have gone well in the past but participation could be improved with better communication and advanced proactive outreach from the Staff Senate. The Senate would also like to host open forums for these off-campus areas rather than just visit with constituents. Any staff of Clemson University, no matter their location, should have a voice to at least bring their thoughts, suggestions, and concerns to the table in order to be considered.

Military/ROTC Partnership
We will be working with the ROTC staff to host an event to honor our faculty and staff veterans during Military Appreciation Week this fall. We are very excited to be a part of the 100th anniversary of ROTC here at Clemson.

Opportunities
In the two months as Staff Senate President, I have to admit it has been a blur but I’m enjoying every minute of it! I recently attended orientation and meetings from CU Foundation and look forward to working with Hack Trammell and the rest of the committee. I also had my first meeting with President Clements and got to know him personally, and I look forward to working with him and Max Allen to address issues, concerns and suggestions Clemson staff may have. I am excited for the upcoming school year and honored to have the opportunity to show why the staff here at Clemson University matter!

Submitted by: Deveraux T. Williams, Staff Senate President

www.clemson.edu/staffsenate