Minutes

Members Present: Roberta Balliet, Leigh Dodson, Leslie Doss, Alex Foster (Program Assistant), Shelly Geer, Dan Hofmann, Amanda Menefee, Bindu Rangaraju, Terri Vaughan, Tina White, and Deveraux Williams

Members Absent: Karon Donald (Program Coordinator)

1. Approval of Minutes: Terri Vaughan moved to approve the minutes from the February 28 Exec meeting as written. Roberta Balliet seconded the motion and the vote was unanimous. The minutes were approved.

2. President’s Reports
3. A. Board of Trustees – The Board meets April 20-21 in Clemson at the Madren Conference Center. Deveraux submitted a report on behalf of the Senate (Attachment). Leigh will sit in with Deveraux to be introduced as the incoming Staff Senate President.

B. Athletic Council – Staff Senate representation has since been removed from Athletic Council – only had 3 votes against the removal of Staff Senate from Athletic Council. Student Affairs is the last staff representation on Athletic Council.

C. Staff Senate Mentoring Program (Attachment)

D. Staff Senate Round Table Forum Feedback – The committee decided it would be best served to discuss the most specific topics and action items from this feedback during the Staff Senate Exec Retreat on April 18, as that would be the most appropriate setting.

4. Financial Update, Leslie Doss. FY17 funds as of February 27 were (a) Vending: $8,897.64; (b) Staff Senate operating: $2,412.07; (c) Staff Senate travel: $377.94; (d) SDP: $7,453.67; (e) Fund 12 PSA/Extension Outreach: $3,248.66.

5. Unfinished Business
   A. Committee Documentation In-Process – Committee deadlines, responsibilities, and transition documents due by today, March 28th, 2017. As of today’s Exec meeting, this deadline has ended. The Staff Senate office will assess which subcommittees still require documentation from this point forward.

6. New Business
   A. Staff Senate Election Process/Policy Updates – The committee decided that it would be best to add mandatory statements for each nominee, via revisions to the Bylaws, in order to avoid further future issues with nominee outreach and list-serv access in regards to unfair advantages when reaching out to voting constituents.

7. Committees
   A. Standing
      1. Activities, Roberta Balliet. Activities has planned another social outing at Uptown Art for Thursday, March 30. The group will meet at Your-Pie of Clemson at 5:00 p.m. for dinner before moving next door to paint. The cost is $35 and you can register at [http://www.uptownart.com/clemson-sc/](http://www.uptownart.com/clemson-sc/). Please come and enjoy some fun and fellowship with your fellow senators. If activities budget money is still left over, Exec’s military contacts would prefer a commemorative pin as a token of appreciation for military service for veteran constituents. The time frame for a military reception would likely be 11:00 a.m. until 1:00 p.m.

      2. Communications, Bindu Rangaraju. Communications is currently receiving articles for the upcoming newsletter, including from additional outside sources. The idea was also introduced to train others, such as Alex and some senators, on programs such as InDesign so that there will be a pool of individuals able to work on the newsletter of those who currently do so rotate off of the senate.

      3. Membership, Shelly Geer and Bindu Rangaraju. Membership has made the recommendation that personal cellphones be set aside during the monthly Staff Senate meetings and should only be used if absolutely necessary. Jan Lay spoke at the beginning of the Exec meeting regarding the election issues that went along with her statement sent out via her list-serv access. This was seen as an infraction, making the election
process tainted, with the Exec Committee originally voting to disallow the votes and remove Jan from senate since the election was corrupted from this breach of rules. Jan Lay presented to the group, reitering that she was ignorant to the fact that she could not use the list-serv for these purposes. However, Jan did not directly breach any specific areas of the Staff Senate Bylaws, as there are no rules specifically regarding an incident such as this. One of the main dilemmas is the negative consequence of removing Jan from Staff Senate and the public image of the senate going forward after such a decision is made. The senate cannot necessarily hold a reelection in CCIT as that might affect those who ran and/or won fairly, so the thought is to offer Jan an at-large seat on Staff Senate since she cannot re-run for CCIT, as Jan used poor judgment but did not breach the Bylaws, plus the senate strongly values her contributions as a senator. With all this being said, Jan will be offered an at-large seat in a closed meeting with Deveraux, Leigh, and Alex, and a decision will be made based on Jan’s thoughts during this proposal.


5. Scholarship, Dan Hofmann. The Scholarship Committee is in good shape in regards to the soirée and is currently focusing on fundraising and sponsorships. The ACC Championship trophy, as well as the CU Baseball Championship trophy, should be at the soirée for photo ops for all guests. However, the committee cannot secure the National Championship trophy at this time, as it is currently locked up and the replica trophy will not be completed in time. Dan has reached out to several scholarship recipients and gotten some responses – 1 student is confirmed to speak at the soirée about the benefit of receiving this scholarship. The musical band, venue, and food is all set, with the venue providing light this year as the event got rather dark later into the evening last year. Scholarship just requests that Exec and the rest of the Staff Senate continue to work on sponsorships and silent auction item support for the soirée.

8. Announcements

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

Next Meeting: April 18, 2017, 8:00 a.m., Suite 430 - Madren Conference Center & Inn