

**UNIVERSITY OF SOUTH CAROLINA
STAFF SENATE MEETING**

Tuesday, January 10, 2023
3:00 – 4:30 p.m.
Close-Hipp Building, Lumpkin Auditorium, 8th Floor

PRESIDING: Rushondra James, President

Call to Order – Rushondra James, President

President James called the meeting to order at 3:00 PM and welcomed staff senators and visitors to the full staff senate meeting.

Roll Call/Attendance Report - Katherine Hilson, Secretary

Secretary Hilson checked the roll after taking attendance. According to the attendance report, 33 senators were in attendance, 8 senators were absent, 4 senators gave proxies, and 9 senators were virtual.

Establish Quorum - Bo Hart, Parliamentarian

Based on the attendance report, Secretary Hilson declared a quorum was established and Parliamentarian Bo Hart declared business could be conducted.

Approval of Minutes – Rushondra James, President

There were no changes to the December 13, 2022, staff senate meeting minutes. Senator Colascione made a motion to accept the December 13, 2022 general body staff senate minutes as written. Senator Rose seconded the motion to accept the minutes as written. All senators were in favor. The motion was adopted and carried, and the minutes were accepted as written.

Reports of Officers:

Rushondra James, President

Happy New Year to all of you! My word of the month is ***membership***. My favorite definition for this word comes from the Cambridge Dictionary, “The state of belonging to an organization.” The early part of this semester will focus on maintaining and expanding our senate body to ensure that our organization continues to grow. To do that, we need your help.

Consider running for executive office- Vice-President, Parliamentarian, Secretary, and Treasurer are open. For more information, attend our information session **Thursday, January 26 at 3:30 p.m.** Nominate those who you think would be a great fit for the positions.

You will receive an email notification of your status, i.e., if you will need to run for your senate seat during our 2023 election cycle or if you’re planning to run again. Please complete this information, asap. If you do not plan to run, consider reaching out to someone who you think would be a great addition.

Invite a colleague to our next meeting!

Spring 2023 goals:

- Inaugural Staff Senate Awards roll out and ceremony
- Staff recognition
- Establish guidelines for Staff Senate Scholarship
- Membership Drive/Elections: Officers and Senators
- Comprehensive Staff Senate Orientation
- Host a reception for Staff Senators to connect with Executive Leadership
- Update on University Parking
- Update on Staff Ombudsperson
- Professional Development Activities
- Consider a Staff Mentoring Program

Imagine Carolina

An Imagine Carolina event specifically for **all staff** is in the planning stages. Once I hear more information, I will share. This event differs from the faculty and academic staff event that some of you may have heard about.

Save the Date

If you have not already, please save the date for our orientation meeting: **June 22, 2023,** 9 AM-4:00 PM. The venue and exact schedule have not been determined.

Finally, as a friendly reminder, please complete the questionnaire using the attached QR code. Also, please download and send the agenda and minutes to your constituents. We are unable to grant access to our Teams channel outside of Senators. I've also attached my PowerPoint for your reference.

Reports of Committees:

Membership: Kelley Fink
2023 Officer Elections Timeline

Month/Date	Task	Notes
January 16	Nominations launch/open for officer positions	
January 26	Information Session	TEAMS -recording will be sent to senators
February 16	Nominations for officer positions close	
February 20	Last day to submit self-nomination form and accept (if you were nominated)	
March 7	Officer position slate presented to Executive Committee	
March 14	Staff Senate Meeting – Officer nominees will have the opportunity to speak on how they will contribute to advancing the mission, vision, and goals of the Staff Senate.	
March 15-20	Voting will take place for officer positions	Electronic system
March 21	Votes tallied by immediate past president	
March 22-24	Runoff elections in event of tie	

March 27	Candidates notified of election results	Ask candidates to keep confidential until the overall Senate meeting in March
April 4	Officer Election results approved/verified by Executive Committee	
April 11	Notify Senate body of election results	
April 12	University notification of election results	

Communications: Dwuan Sellers/Craig Brandhorst

- First, I want to thank the Communications Committee so much for all that they've been doing! There are so many things they handle behind the scenes! Shout out to Antonio, Bailey and Laveta for all of their specific help.
- Partnered with the Membership Committee to create this form to ask a few questions to use information to kick off the elections process.
- Hoping that we can update videos for the website to give it a third dimension.
- Make sure to fill out the QR code to share your experiences as a senator, it really helps with the recruitment process.

Staff Policy and Well-Being: Megan Colascione/Ja-Nae Epps

- Welcome back Megan C!
- We have a couple of big hitters of what we are going to be tackling this semester.
 - We finally have a meeting setup with Parking.
 - We are going to work with EC for a Staff Ombudsperson.
 - We will be working with Senator Hall to talk about the custodial staff experience at USC.
 - Class and Comp – as of January 1, adjustments have been made to any roles that were supposed to be updated, if staff come to you, please have them go to central HR and/or the Class and Comp website.
 - If you are a part of a search committee, please let us know! We want to make sure you feel supported and are getting plugged into our large-scale searches.

Professional Development: Parliamentarian Hart on behalf of Senator Georgia Doran

- Did not meet in December but meeting in January and will have updates soon.

Community Projects: Joseph Fortune

- Thank you so much for all of your donations and support for the Gamecock Pantry, it really means a lot to our staff and students to be able to receive those donations. Thank you so much!
- We are really focusing on sharing and enhancing what we are already doing on campus and in the community.
- For January, we are focusing on the Gamecock school supply drive to assist the Student Success Center as they gather school supplies for our students in need.
- We will be coming back to talk about give it up for good and everything we have planned for this spring. We are going to try and focus on the broader Columbia impact for fall but focused on campus support this spring.

Bylaws: Kim Rose

- We met and discussed the membership committees request about some language so that it is more clear now regarding senators terms, at-large and otherwise.
- If you find anything in bylaws and are unsure exactly what it means, please let us know so we can be sure to update or explain it more clearly.

Staff Senate Awards Committee (Ad-Hoc): Chris Burkett

- No update at this time.

Staff Senate Scholarship/Fundraising Committee (Ad-Hoc): Loren Murphy

- We did not meet in December but are meeting this month and will share more updates soon.
- We had 5 staff senators donate to your fund! Currently have \$158 in our fund, payroll deductions for 2023 that will total just over \$1000.

Additional Announcements

Upcoming meetings and topics

- February 14 – Provost Arnett (rescheduled from today!)
- March 14 – VP for Student Affairs and Academic Support, VP Tolliver
- April 11 – President Amiridis

Adjourn

President James made a motion to adjourn. Parliamentarian Hart seconded the motion to adjourn. All senators were in favor. The formal meeting adjourned at 3:42 PM.

Next meeting: Tuesday, February 14, 2023 at 3:00 p.m. in the Lumpkin Auditorium, Close-Hipp Building, 8th Floor.

Respectfully Submitted,

Katherine Hilson

Secretary
Staff Senate