

**UNIVERSITY OF SOUTH CAROLINA
STAFF SENATE MEETING**

Tuesday, January 11, 2022
3:00 – 4:00 p.m.
Microsoft TEAMS

PRESIDING: Shelley Dempsey, PhD, President

Call to Order – Shelley Dempsey, PhD, President

President Shelley Dempsey called the meeting to order at 3:00p.m. and welcomed staff senators and visitors to the full staff senate meeting.

Roll Call/Attendance Report - Andrenette Hudley, Secretary

Secretary Andrenette Hudley checked the roll through a show of participants in TEAMS. According to the attendance report, 45 senators were in attendance, 2 senators were absent, and no senators gave proxies and 1 senator resigned.

Establish Quorum - Tyson Lusk, Parliamentarian

Based on the attendance report, Parliamentarian Tyson Lusk declared a quorum established and business can be conducted.

Approval of Minutes – Tyson Lusk, Parliamentarian

There were no changes to the December 14, 2021, staff senate meeting minutes. Treasurer Bridget Leslie made a motion to accept the December 14, 2021, general body staff senate minutes as written. Senator Ali Mathwig second the motion and all senators were in favor. The motion was adopted, and the minutes were accepted as written.

Guest Speaker

Audrey Korsgaard, PhD, Faculty Senate Chair presented on the following.

Legislative Authority of the Faculty Senate

- Academics
 - Standards of admission
 - Registration
 - Requirements for and the granting of earned degrees
 - Curriculum
 - Instruction
 - Extracurricular activities
 - Discipline of students
 - Educational policies and standards of the university
- Faculty
 - Research
 - All other matters pertaining to the conduct of faculty affairs, including the discipline of their own members.

Governing Bodies

- General Faculty

- Voting general faculty includes president, provost, deans and all full-time
- Officers: President is Chair, and the Faculty Senate Secretary is Secretary
- Final authority on Faculty Manual
- Senate
 - 1 senator for every 10 faculty members, 3 from schools of medicine
 - Remaining legislative authority (although some is delegated to standing faculty committees)
- Standing faculty committees
 - Staffed by but not exclusively drawn from the Faculty Senate
 - This is where the real work is done!
- Ad hoc and special advisory committees

Standing Committees

- Steering Committee
- Faculty Advisory Committee
- Committee On Curricula and Courses
- University Committee on Tenure and Promotions
- Faculty Welfare Committee
- Committee On Academic Responsibility
- Committee On Admissions
- University Athletics Advisory Committee
- Bookstores Committee
- Faculty Budget Committee
- Faculty Grievance Committee
- Committee On Honorary Degrees
- Faculty Senate Information Technology Committee
- Committee On Instructional Development
- Intellectual Property Committee
- Committee On Libraries
- Committee On Professional Conduct
- Committee On Scholastic Standards and Petitions
- Tenure Review Board

Steering Committee

Shall serve as a nominating committee and as a planning body that studies issues confronting the university and recommends action to be taken by existing faculty committees, the faculty, and the administration.

Ad hoc committees shall be created as needed, and the Faculty Senate chair shall consult with the Senate Steering Committee before appointing their members.

Faculty Advisory Committee

Shall advise the faculty and administration on all matters pertaining to the general policies and operations of the university that lie outside or cut across the responsibilities of other standing committees.

Shall initiate studies and make recommendations to the faculty and administration regarding any matters affecting the general welfare of the university that faculty members, faculty bodies, and administrative officers refer to it.

Shall review proposals of other standing committees and recommend procedures for their implementation.”

Committee on Curricula and Courses

Shall consider, and recommend to the faculty, action on all requests for new or revised curricula leading to any formal recognition other than graduate degrees or first professional degrees in law, medicine, and pharmacy.

Shall also consider, and recommend to the faculty, action on all requests for the institution, modification, or deletion of courses and of any prescribed programs of study that do not fall within the purview of the graduate faculty.

Shall review the various university curricula with special attention to duplication or obsolescence of courses. “

University Committee on Tenure and Promotions

Shall publish guidelines for departmental tenure and promotion criteria and procedures, approve departmental tenure and promotion criteria and procedures, review all tenure and promotion cases and make tenure and promotion recommendations to the president.

Faculty Welfare Committee

Shall consider university policies and the enforcement of policies regarding the welfare of the faculty, such as faculty salaries, other compensation and benefits, and any matters affecting the workplace environment.

May recommend appropriate changes or the enforcement of existing policy, propose new policies, or comment upon proposed university action affecting faculty welfare.

Major changes in policy should be forwarded with a recommendation to the Faculty Senate for its consideration and transmittal to the provost, president, or Board of Trustees."

Reports of Officers

By-laws Amendments- Tyson Lusk, Parliamentarian

The amendments to the by-laws were vetted and approved by the membership and by-laws committee. They were presented at the last month general full body meeting as well as posted in the TEAMS environment.

Parliamentarian Tyson Lusk went over the following three action listed below:

Item No.	Action Item
1	By-laws change Article V: Election Process, Section 4 Election of Officers from → "Officers of the Staff Senate

	<p>(President, Vice President, Secretary, Treasurer, and Parliamentarian) will be elected during the May meeting each year and be seated as of July 1.”</p> <p>To → Officers of the Staff Senate (President, Vice President, Secretary, Treasurer, and Parliamentarian) will be elected at the March Staff Senate Meeting and be seated as of July 1.”</p>
2	<p>By-laws change: Article V: Election Process, Section 4 Election of Officers, Section 4D From → “The letter must be received by the Immediate-Past President prior to the April meeting.”</p> <p>To → The letter must be received by the Immediate-Past President prior to the February Staff Senate Meeting.”</p>
3	<p>By-laws change: Article V: Election Process, Section 4 Election of Officers, Section 4B From → “An orientation for Senators interested in Officer positions may be held, typically in January annually. This orientation would include discussion with past Officers on the job descriptions.”</p> <p>To → “An information session for Senators interested in Officer positions may be held, typically in January annually. This information session would include discussion with past Officers on the job descriptions.”</p>

Reports of Committees (As Needed):

Membership – Vanessa Berry/Caroline Maulana

Senator Vanessa Berry gave the following report.

- The Membership Committee is currently working on the officer election process.
 - Timeline
 - Information session
 - Election process
- The Membership Committee will be providing dates for the January information session(s) soon.
- The Membership Committee are reviewing and updating the new senator orientation program.
- The Membership Committee are evaluating senate seat representation and will be submitting a proposal to apportion more senators to academic affairs units.

Communications – Lauren Angelo-Duck/Bailey Watts

No Report

Staff Policy and Well-Being – Megan Colascione/Ja-Nee Epps

Please complete the Staff Benefits survey before or by Friday, January 14. Please share the top 3 staff benefits that your constituents would like the Policy and Well-being committee to focus on for coming semesters. The survey link is in Microsoft Teams and was sent in an email. If you have any questions or concerns, please connect with Megan Colascione or Ja-Nae Epps.

Professional Development – Melissa Kupfer/Leroy Sims

No Report

Community Project – Joe Fortune/Katherine Hilson

No Report

By-Laws- Bo Hart/ Kim Rose

No Report

New Ad hoc Committee – Shelley Dempsey

Wright Culpepper gave the following report.

The Ad Hoc Committee on Staff Involvement in Campus Leadership consists of Christine Shelek, Joe Fortune, and Bo Hart with Wright Culpepper serving as Chair. The mission is to research how staff are involved in campus leadership on other college campuses with special attention to be paid to the Board of Trustees and presidential search committees. We intend to move quickly and wrap up in early May. We welcome any input from Senators who may have knowledge of how staff are included in these capacities at other institutions.

Order of Business

New Business

Bylaws Amendment Voting- Tyson Lusk, Parliamentarian

Parliamentarian Tyson Lusk informed the senators that we are now ready to discuss and vote on the bylaw's amendments. Parliamentarian Lusk thanked the membership committee for bringing the amendments to our attention. He also thanked the bylaws and executive committees for vetting and thoroughly looking at the amendments. The membership, bylaws and executive committee approved the bylaws amendments.

Parliamentarian Tyson Lusk made a motion to move for adoption of Action item No. 1 "Officers of the Staff Senate (President, Vice President, Secretary, Treasurer, and Parliamentarian) will be elected **at the March Staff Senate Meeting** and be seated as of July 1." Senator Mike Dial second the motion. There was no discussion. The vote was 42 yes and 0 no. The motion has been carried and adopted.

Parliamentarian Tyson Lusk made a motion to move for adoption of Action item No. 2 "The letter must be received by the Immediate-Past President prior to **the February Staff Senate Meeting**." Senator Brian Hull second the motion. There was no discussion. The vote was 44 yes and 0 no. The motion has been carried and adopted.

Parliamentarian Tyson Lusk made a motion to move for adoption of Action item No. 3 "An **information session** for Senators interested in Officer positions may be held, **typically in January annually**. This **information session** would include discussion with past Officers on the job descriptions." Senator Anthony Morgan second the motion. There was no discussion. The vote was 43 yes and 0 no. The motion has been carried and adopted.

Officer Candidate Timeline- Angela Wright and Leena Holt

Angela Wright gave the following report.

The following are the details about the Staff Senate Officer election process. Senators will have the opportunity to nominate their peers or self-nominate themselves through early spring. The timeline is as follow:

- January – Information Sessions; dates will be announced very soon.
- February 1 – Nominations for officer positions close.
- February 8 – Last day to submit self-nomination form and accept (if you were nominated)
- March 8 – 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 8-11 – Voting will take place (electronic system)
- March 15 – Notify candidates of election results

Forms for Staff Senate Officer Election Process:

[Staff Senate Officer Nomination Form](#) - Due February 1, 2022

[Staff Senate Officer Application](#) - Due February 8, 2022

If you have any questions, please reach out to Angela Wright or Leena Holt, Co-Chairs of Staff Senate.

Announcements (Executive Committee or Senators)

Senator Mike Dial reminded the senators that the info sessions will take place in January.

Adjourn

President Shelley Dempsey adjourned the full body staff senate meeting at 4:05pm.

Next meeting: Tuesday, February 8, 2022- Close/Hipp Lumpkin Auditorium

Respectfully Submitted,

Andrenette F. Hudley

Secretary of Staff Senate