

**UNIVERSITY OF SOUTH CAROLINA
STAFF SENATE MEETING**

Tuesday, May 9, 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 officially called the meeting to order at 3:01 PM. President James welcomed staff senators and visitors to the staff senate meeting.

Roll Call/Attendance Report - Katherine Hilson, Secretary

Secretary Hilson checked the roll after taking attendance. According to the attendance report, 26 senators were in attendance, 22 senators were absent, no senators gave proxies, and 4 senators were virtual.

Establish Quorum – Bo Hart, Parliamentarian

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

Approval of Minutes – Rushondra James, President

There were no changes to the April 11, 2023, staff senate meeting minutes. Senator Fink made a motion to accept the April 11, 2023, general body staff senate minutes as written. Senator Colascione 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

Our scheduled speaker for today, Mr. Carlton Washington of the South Carolina State Employees' Association, is not able to join us because of a scheduling conflict.

Imagine Carolina Update: Friday, May 19 - 1:00 p.m.-2:00 p.m. (via Teams). More information to come. This update will address all concerns raised during February's Imagine Carolina Event.

Our inaugural Staff Senate Awards Ceremony will be held Thursday, June 8, 5:30-7:30 p.m. in the Capstone Conference Room. You are invited and an RSVP form will be forthcoming. Attire is business casual.

Our Division of Human Resources has formulated a team of university-wide stakeholders to participate in a review of our current EPMS system and process, research best practices, and make recommendations regarding processes/workflow to the VP of HR, Caroline Agardy for implementation and consideration. There will be an opportunity to participate in focus groups once a new process or processes have been identified. A primary goal is to move the current process away from paper to electronic.

A discussion meeting has been set for the week of May 22 with President Amiridis, and various university stakeholders regarding the Staff Ombudsperson. The position is still in the exploratory phase, however, I'm confident that the process is moving forward! I will provide an update during our June Meeting.

As we continue to grow, we are regularly asked to participate on various university-wide committees! Senator Vanessa Berry will represent us on the Benefits Fair Committee and Senators Bridget Leslie, Tyson Lusk and Joe Fortune are currently representing staff on the Presidents' Advisory Council on Diversity, Equity, and Inclusion.

Orientation for Staff Senate will be held from 8:30 a.m.-5:00 p.m. in the Darla Moore School of Business. The orientation is for our new and continuing Senators.

Word of the month, LEGACY – noun: the long-lasting impact of events, actions, etc. that took place in the past, or of a person's life. (Oxford Dictionary, 2023). You all have contributed to the beginning of the amazing legacy created by Staff Senate!

Reports of Committees:

Membership: Kelley Fink

- Thank you so much to everyone on the Membership Committee for your assistance with the Elections process and all the logistics. Thank you Rushondra and Jessica too!
 - 161 nominations
 - 80 candidates
 - 28 ballots
 - 4,506 eligible voters
 - 967 votes electronically casted
 - 59 votes via hard copy
 - 21% of eligible staff voted
- Congratulations to all our newly elected Senators. You can find additional information here:
https://sc.edu/about/offices_and_divisions/staff_senate/about/staff_senators/index.php

Communications: Dwuan Sellers/Craig Brandhorst

- Our major update for this meeting is once again tied to the website which in turn is a major shoutout to Communications and Marketing digital specialist Trey Gaines and our very own Jessica McKie, who single handedly updated the Senator directory on the site to reflect the newly elected senators so that deserves a round of applause. New Senator pictures will be added after orientation on June 22.
- During our meeting next week, we will revisit some of the outstanding efforts for the committee and again, update you all at the next meeting.

Staff Policy and Well-Being: Megan Colascione

- Senator Herron and Senator Freed met with Human Resources' Benefits Team in March to discuss the Leave Pool policy and procedures. The goal of this meeting was to share concerns regarding the transparency of the leave process and the inability to access

donated leave readily when in need. This was the first of many conversations to come for the Staff Policy and Well-being Committee.

- Senator Cross was able to summarize the Classification and Compensation Study updates from the last general body meeting: Phase 3: “Compression Phase” of the Classification and Compensation Study begins with units across campus. This is a 6-week process. The point of this phase is to get employees matched with market value and compensated at their midpoint salary range. It is the unit’s discretion about whose salary to increase, and the specific unit must have the funds to do so. This phase will also help to ensure those who were hired more recently are not making the equivalent to longer-term tenured staff. Some of these evaluations for units will be completed prior to the end of the fiscal year. Please contact your Leadership and/or HR team to understand your plan. You can review the April general body meeting minutes to learn more.
- Senator Colascione and Senator Epps reached out to Human Resources about the Headspace app. The Headspace app is available for the student community to utilize, but the Staff Policy and Well-being Committee advocates for this to be a part of the entire campus community for staff, faculty, and students.

Professional Development: Georgia Doran

- Secured Jeff Black to be our PD speaker this Fall 2023
- Emergency Preparedness will be July or August 2023
- Plan to survey all members for their professional development needs

Community Projects: Brian Hull

- We had 12 Staff Senators who volunteered for Give it Up for Good – thank you!
- The good news is it’s a volunteer project to complete on your own time based on your adoption point, but the difficult thing is it requires a lot of initiative on your end as a volunteer. Likely more opportunities to showcase and share Monday.
- The donations go to Gamecock Pantry, Gamecock Closet, etc. as well as local charities.
- University Libraries and the Student Success Center hosted a large school supply drive this past fall!

Bylaws: Kim Rose

- Big shoutout for the Membership Committee and Leena Holt and Angela Wright for all of their hard work!
- Wanted to make sure everyone is aware of the bylaws and how they read for a tie. Right now, if there is a tie in the elections for senators, the senator with the most tenure will win the senate seat.

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

- We will host our first awards reception and ceremony on June 8, 5:30-7:30 PM in the Capstone Campus Room.

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

- Thank you so much to everyone who helped donate for Give for Garnet!
- On actual giving day we raised \$522 for Staff Senate and the account has just over \$1,000 in it. Our \$10,000 check is on the way!

Additional Announcements

Upcoming meetings:

- 6/13: Rex Tolliver, VP Student Affairs Academic Support
- 6/22: Staff Senate Orientation

Move-In Days:

Wednesday, August 16, 2023
Saturday, August 19, 2023
Sunday, August 20, 2023
Monday, August 21, 2023

Shift Times:

7:30 AM – 10:30 AM
10:00 AM – 1:00 PM
12:30 PM – 3:30 PM
3:00 PM – 6:00 PM

Go to [Move-In Ambassadors](#) to register!

Budget Proposal:

- Budget is a guideline and ensures we are allocating appropriately.
- We have a contingency line, but we must make sure we have budget lines for ad-hoc items, meeting space and more.
- We will email you all to review and we will vote on it later.

Adjourn

Senator Morgan made a motion to adjourn. Senator Culpepper seconded the motion to adjourn. All senators were in favor. The formal meeting adjourned at 3:57 PM.

Next meeting: Tuesday, June 13, 2023, at 3:00 p.m. in the Lumpkin Auditorium, Close-Hipp Building, 8th Floor.

Respectfully Submitted,

Katherine Hilson

Secretary
Staff Senate