

**UNIVERSITY OF SOUTH CAROLINA
STAFF SENATE MEETING**

Tuesday, November 9, 2021
3:00 – 4:00 p.m.
Russell House Theatre

PRESIDING: Rushondra James, Vice-President

Call to Order – Rushondra James, Vice-President

Vice-President Rushondra James 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 the QR Code. According to the attendance report, 40 senators were in attendance, 6 senators were absent, 2 senators on extended leave attended virtually, and 5 senators absent gave proxies.

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 – Rushondra James, Vice-President

There were no changes to the October 12, 2021, staff senate meeting minutes. Senator wright Culpepper made a motion to accept the October 12, 2021, general body staff senate minutes as written. Senator Antonio Peterson second the motion and all senators were in favor. The motion was adopted, and the minutes were accepted as written.

Guest Speaker

Mr. Derek S. Gruner, University Architect, Associate Vice-President of Facilities, Planning, Design and Construction

Mr. Derek Gruner gave the following update on Campus Planning:

2017/2018 Master Plan Update

- 2017/2018 Master Plan Update – The 2017 Master Plan Update illustrates the vision for a 21st century urban campus that embraces and celebrates USC’s location in its host City of Columbia. USC projects that by 2055 undergraduate enrollment (from 2015) will grow by 5,000 students.
- 1992 Bicentennial Master Plan - The Bicentennial Master Plan redirected future growth of the university westward to the Congaree River.
- 2007 Innovista Master Plan – The Innovista Master Plan envisioned an urban neighborhood with a mix of university and private development residential and commercial facilities within walking distance of the university, downtown, and the state capitol complex.

- Core Campus Infill – USC’s planned renovation of the Law Center (Classroom/Lab Building) and Close-Hipp satisfies existing projected academic space needs for 2005 with additional capacity available. Both facilities are ideally located within the academic heart of campus.
- Corridor Connections – Core campus uses are connected along three main corridors: Greene Street, Main Street and Catawba Street. Marion Street provides a critical pedestrian connection. Transit connections along these corridors should be explored.
- Open Space Network – Corridor Connections – Core campus uses are connected along three main corridors: Greene Street, Main Street and Catawba Street. These three corridors serve as green streets connecting USC’s larger open space network. Marion Street provides a critical pedestrian connection.

Current Campus Planning and Design

Projects in Planning Stage

Health Sciences Campus Create pedestrian, bicycle, and transit connections between hospital, clinical, academic, and research facilities.

- A Medical Education Building and a Research Building as a first phase.
- Selection process in underway to identify a team of external developers, architects, engineers, and contractors.
- The process to program, design, and build the first phase of the campus will take about five years.

Projects in Planning Stage

Wardlaw College and Was Memorial Renovations

- Wardlaw College: Exterior envelope renovation to replace windows, repair stucco, and repaint facades.
- War Memorial: Comprehensive interior and exterior renovation and historic restoration.

Forthcoming Capital Renewal Projects 2022-2023

- Façade restorations (caulking and sealing) at Close-Hipp, Blatt PE Center, Welsh Humanities Office Building, Humanities Classroom Building, Williams-Brice College of Nursing Building, and 1600 Hampton Street.
- Façade restorations (window refurbishment or replacement, painting, caulking, and trim replacement) at the College Street Houses.
- Mechanical HVAC projects at Currell College, Humanities Classroom Building, and Barnwell College.
- All Parking Garages will have maintenance and cosmetic work.
- The Horry-Guignard House will be renovated for the School of Law.
- Byrnes façade and mechanical/electrical infrastructure renovation.

South Main Street Renovation

City/University Partnership

- South Main Capital District Area Plan

Intramural Recreation Fields

- Nature Park – Disc Golf Course, Ropes Course and Team Building Area
- Observation Tower

- Retreat Center
- Waterside Overlook with Fire Pit
- Water Access Pier
- Contemplation Garden – Amphitheater, Covered Stage and Passive Lawn
- Picnic Area – Pavilion, Fire Pits, and Fishing Pier

Current Campus Construction

South Caroliniana Library Renovation

Project Description

- Complete replacement of building infrastructure including mechanical, electrical and fire alarm systems.
- Fire suppression system to be installed.
- Probably the most comprehensive historic restoration ever undertaken for the 1840 and 1927 structure.

Schedule: Completion in 2022

LeConte College Maintenance Renovation

Building Data:

- Constructed 1952
- 77,103 Gross Square Feet
- Home of Math and Statistics
- 10 classrooms, 8 Computer Labs, 141 offices

Project Description:

- Replace mechanical HVAC and electrical systems
- Install fire sprinklers and new fire alarm
- Replace elevator
- Upgrade ADA accessibility
- Repair façade
- Occupants will be relocated to the Coliseum as swing space for the 2021/2022 academic year.
- Reoccupy Fall

Campus Village

- 4 Residential buildings
- 1808 new beds
- Transportation hub
- New dining facility
- \$210M Project Budget
- Fall 2023 Completion
- A large dining space, canteen store, café, numerous meeting spaces, extensive security, and numerous other amenities typical of new residential facilities are included in the project.
- Landscaping, hardscape and site walls are patterned after the features of the historic core campus.
- Project completion is scheduled for July of 2023 and occupancy will occur fall semester of 2023

Science and Technology Building (Renovation of the old Law Center)

Reports of Officers

Budget Report - Bridget Leslie, Treasurer

No Report

Reports of Committees

Membership – Vanessa Berry/Caroline Maulana

Senator Caroline Maulana gave the following report:

The Membership Committee is working on expounding the staff senate officer election process and while doing so discovered a few items that we are requesting changes to the bylaws. We want to broaden the election timeline and create a “Policy and Procedure” document that will clearly define the timeline in addition to being fully transparent on the staff senate website of the exact dates events will take place. The proposed changes were submitted to the By Law as Committee on October 26th, 2021.

Communications – Lauren Angelo-Duck/Bailey Watts

No Report

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

Senator Megan Colascione gave the following report:

- **Staff Benefits Feedback:** We are waiting on Human Resources (HR) to share feedback with the committee on what university benefits are easier to advocate for vs. benefits that are harder to change due to the State of South Carolina’s structure and policies.
- **The New Supplemental Benefits Enrollment** is currently in progress. To learn more about these benefits, the university will host two live presentations will be available to review the specifics of each of the following benefits (November 12 at 10 a.m. & November 17 at 2 p.m. – meeting invitations were sent to all staff through an Outlook email from HR):
 - Universal Life with Long Term Care
 - Short Term Disability
 - Critical Illness / Cancer
 - Accident Insurance

To learn more about how these benefits can protect you and your family, please plan to participate in one of the following presentations, or schedule your appointment with a Ward Services Benefits Representative. Registration is not required to view the presentations.

Professional Development – Melissa Kupfer/Leroy Sims

No Report

Community Project – Joe Fortune/Katherine Hilson

Senator Katherine Hilson gave the following report:

1. At the next Staff Senate meeting on December 14, we would like to ask all Staff Senators to bring a food item(s) to donate to the Gamecock Pantry that day. December is the pantry’s greatest time of need in the fall and a lot of staff tend to use the pantry those last few weeks leading up to the December holiday/break.
2. We have created an inventory of volunteer opportunities staff are already partaking in - [Staff Senate 21-22 Inventory](#). We would like for all Staff Senators to review, edit, and update this document based on what their specific departments already participate in each year. This will allow us time to review what we are already doing, highlight great opportunities for volunteerism, and see other areas we are not already supporting.
3. We are working on a specific food drive that we will spear head in the spring, specifically the month of February. More information will be shared at our December Staff Senate meeting.

By-Laws- Bo Hart/ Kim Rose
No Report

Ad-Hoc Committee - Angela Wright, Co-Chair
Staff Breakfast Update

Co-Chair Angela Wright gave the following report:

Co-Chair Angela Wright met with the planning committee. The committee will need help from the staff senate on the days leading up to the breakfast and the day of the breakfast. Julian Williams, VP for DEI, would like the Staff Senate to possibly host roundtable discussions or something similar for the MLK celebration and Black History Month.

Order of Business

New Business

History Commission Implementation Committee - Prischilla Ramsey

Senator Prischilla Ramsey gave the following report regarding the following action items as it relates to Research and Education. The committee has not developed a plan of action however they are discussing the following recommendations.

Funding and Research

19. Establish long-term, sustainable funding sources to support continued research and educational activities on the University's history, including administrative support, faculty release time, salary supplements, and small grants programs. Activities may include but are not limited to virtual and in-person conferences and roundtables, fine and performing arts, community focused events, research projects, curriculum development, and oral history projects.

a. Make funding sources available to both faculty and staff, as not all who are teaching are faculty, and allow for nonacademic departmental participation.

20. Support SCIAA proposal, NPHC Monument, Indigenous Discovery Tours of University of South Carolina's Historic Horseshoe (see Appendix 17).

21. Continue dedicated and funded research of names on the buildings and landscape, following the research methodology established by the Names on the Landscape Subcommittee. Dr. Melissa DeVelvis's term of employment extends through December, and she should continue her research and reports for future consideration during this time.

22. Fund a dedicated post-doctoral position for 2-3 years to conduct oral histories with faculty, staff, students, alumni, as well as at large community members to document their memories of and experiences with the University. The oral histories will be conducted following best practices as defined by the Oral History Association. The Oral History Department, University Libraries, should oversee this position and be responsible for audio preservation and eventual access. Funding would include coverage of transcription expenses.

23. Encourage faculty and students engaged in the study of the University's history to submit their work to Scholar Commons institutional repository.

24. Encourage all campus units to compose/update their histories and deposit them in the University Archives. Review them for needed updates every two years.

Educational Items

1. Develop an **educational outreach component**, including **workshops and curriculum development opportunities** for high school and collegiate instructors. Lesson plans may be hosted on the University history website.

2. Produce a **booklet** to be issued during **student orientation** that provides a brief, inclusive, and illustrated history of the University of South Carolina.
3. Create **virtual tours** for different historical topics and sections of campus. If adapting existing tours, ensure they have consistency with the University's branding, so they are clearly official pages. An example of this is Hannah White's African American history tour, which will be expanded by a graduate class in fall 2021.
4. Work with Walking Cinema to develop **virtual walking tours** based on sections of campus, time periods, and subjects, such as slavery, desegregation, and women's history. The company worked with University of South Carolina Beaufort's Institute for the Study of the Reconstruction Era to develop the "Free and Equal" app (see Appendix 16).
5. Encourage faculty to develop and **teach academic courses on the history** of the University and/or incorporate research on the history of the University.
6. Establish an **annual week or month devoted to the history of the University** with different types of educational events, proposed and or supported by cross campus participation, i.e., arts and sciences, education, law, music, cultural heritage institutions, and the at-large community.
7. Restore the **diversity and inclusion requirement to Carolina Core**, so that students must take a course related to race and diversity to graduate.
8. Incorporate/update study of the **University's history into University 101**. Review what is currently used, expand, and update as new information is gathered.
9. Create an **exhibit panel for each building** providing the history of the building and a fuller biography of its namesake. This enables the University to provide educational and historical context on each building, regardless of renaming recommendations, while the Heritage Act is in place. If a building has been recommended for name change, that information could be included. For example, a display in Sims College would include the building history, a biography of J. Marion Sims, and the commission's recommendation for changing the name. Initial panels should be based on the building histories produced by the commission.

Staff Ombudsman – Angela Wright and Megan Colascione

Staff Senate Co-Chair Angela Wright and Senator Megan Colascione presented about the possibility of having a Staff Ombudsman. Staff have communicated that there is not a place they can go to or person that they can talk to confidentially about their issues and concerns without fear of retaliation. Currently, there are only ombudsmen for undergraduate students, graduate students, and faculty. Ms. Wright met with Julian Williams, VP of DEI and he is in favor of creating a Staff Ombudsman position at the Columbia Campus. A Staff Ombudsman will be a neutral, impartial person who staff can meet with about any issues or concerns they may have with an individual or just in general. All information will be kept confidential and not be shared with anyone (supervisor, HR, other leadership, etc.). Ms. Wright and Senator Colascione met with the Faculty Ombudsman, Jim Augustine, and he explained his role on campus, how his office operates, and how the process works. Ms. Wright and Senator Colascione encouraged other senators to reach out to them if they are interested in helping with this initiative. The next step is to reach out to peer and peer aspirant institutions that have a staff ombudsman and gather more information.

Senators can visit the faculty ombudsman webpage to get more information https://sc.edu/about/offices_and_divisions/faculty_ombuds/index.php.

Announcements (Executive Committee or Senators)
No Announcements

Adjourn

Senator wright Culpepper made a motion to adjourn the full staff senate meeting at 3:50pm. Treasurer Bridget Leslie second the motion and all senators were in favor. The motion was adopted, and the meeting was adjourned by Vice-President Rushondra James at 3:50p.m.

Respectfully Submitted,

Andrenette F. Hudley

Secretary of Staff Senate