

**UNIVERSITY OF SOUTH CAROLINA
STAFF SENATE MEETING**

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

PRESIDING: Tyson Lusk, President

Call to Order – Tyson Lusk, President

President Lusk officially called the meeting to order at 3:02 PM. President Lusk welcomed staff senators and visitors to the staff senate meeting. He reminded attendees that only Staff Senators who are in person are permitted to speak during the meeting.

Roll Call/Attendance Report - Katherine Hilson, Secretary

Secretary Hilson checked the roll after taking attendance. According to the attendance report, 42 senators were in attendance, six senators were absent, one senator gave proxies, and five senators were virtual.

Establish Quorum – Chris Burkett, Parliamentarian

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

Approval of Minutes – Tyson Lusk, President

There were no changes to the September 12, 2023, staff senate meeting minutes. Senator Hodge made a motion to accept the September 12, 2023, general body staff senate minutes as written. Senator Epps 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.

Guest Speaker – VP for HR, Caroline Agardy

VP Agardy gave an update from Human Resources on:

- World Mental Health Day – we are currently identifying additional resources for employees and will share more soon
- We are reviewing EPMS levels and have hosted EPMS focus groups to best determine how to use this tool for employee performance
- Compiling list of tangible and intangible benefits staff like and staff want
- It is currently open enrollment, please make sure you and your constituents are aware of changes that can be made this year (an odd year) and do so accordingly.
 - If you or your constituents have questions, please make sure they contact their benefits officer!
- Working on third phase of Class and Comp

VP Agardy thanked us for our work and offered to come back again to answer any additional questions.

Reports of Officers:

Tyson Lusk, President

- We wanted to make sure that you as Senators know all the additional mechanisms for ways for staff to receive additional pay. Certainly, consult with HR experts in your area to ask additional questions or any additional avenues for compensation.
- Meeting with university architect to try and find staff wellness pods and spaces to decompress, have an oasis on campus for times when they may need to get away for a moment.
- Staff Ombudsperson position has closed, and several candidates are being considered.
- We believe our staff retention rates are improving because of the amazing work of this body and everyone in this room.
- Several senators have reached out regarding incentives that some departments and areas have received, but other areas may not have or will not be able to receive a similar incentive.
- Division of Student Affairs and Academic Support is providing engagement opportunities for staff via a meal plan swipe or campus recreation membership.
- We will send out another staff senator survey, we want to hear what benefits and incentives that you and your unit have as a part of your specific area. If nothing, then we will take the data and start our advocacy to see what we can do for all areas, if applicable.
- Flexibility is also an incentive! Hybrid work, remote work, flex time, etc.

Reports of Committees:

Membership: William Boland/Julia Hodge

- Spring 2024 elections:
 - Executive Officer election
 - General election for senator seats
 - In December or January, we need to send out a description of the executive positions. Only existing senators vote in this election.
- Paper Ballots discussion:
 - Decided after discussion paper ballots are still needed for staff who do not have access to computers.
 - In the past we used a lock box for ballots and took it to each area as needed.
 - The senate has had a computer available in the library for use.
 - Please go ahead and start checking with your area to see if paper ballots will be needed.
- Current Action Items:
 - Review our apportionment and that of other university staff senates.
 - We are smaller than a lot of other staff senates.
 - If the only senator for the department/area is absent is that area's perspective heard. Is info missed?
 - Working on a survey for the current senate body.

Communications: Thom Harman/Michaela Taylor

- No report this week.

Staff Policy and Well-Being: Beth Herron/Cassandra Pope

- Had a great committee meeting last time. We met with someone who works with School Counselors, and they have a wonderful service for free counseling for faculty, staff and even students.
- Interfacing with the Faculty Senate.
- Looking into ADA on campus and accessibility issues.
- Someone from central HR attended all of our meetings, which has been really wonderful!

Professional Development: Georgia Doran/Rebecca Christopher

- This past month we had Nicole Vaughn from USC HR and OPD. They are an office providing training with no training budget. They are trying to expand training, so if you have any interest, you can reach out to them to offer assistance.
- I would encourage you to review the offerings in the Learning Registration System on the OPD website. This system houses all continuing ed offered through the Center for Teaching Excellence (CTE), the Office of Access and Opportunity (previously known as the Office of Diversity, Equity, and Inclusion (DEI)), and HR's OPD.
- We are planning to invite them to a larger meeting so you all can meet them.
- We want to survey staff and so are they! Hoping for collaboration with them.

Community Projects: Toni Karl/Amanda Minnet

- As discussed in the August General Body meeting, the Community Projects Committee is partnering with the Leadership and Service Center for Service Saturday on October 28th. If you would like to volunteer, please complete our Microsoft Office link.
- As we get closer to the date, Margee Zeigler (mzeigler@mozart.sc.edu) will send out more information and updates leading up to the day of service, i.e., site location, where to meet up, etc., to those who are available to volunteer.
- If you have any questions, please let us know! We are looking forward to a fun day service with the USC community.
- Gamecocks Helping Students – we are working with Hand Middle School and helping her World Geography class. We will be collecting any school supplies you are able and willing to donate at our next meeting.

By-Laws: Julia Bellon/Marissa Buck

- Everyone will be required to serve on one committee.
- We will have updated bylaws for you all at our next meeting.

Staff Senate Awards and Recognition Committee (Ad-Hoc): Bridget Leslie

- Draft resolution will be used two-fold, used for the Staff Senate but we will move it to the House and the Senate hoping that Tuesday, May 14 will be “USC Staff Day”.
- Asking for this resolution to be fast tracked.
- Working to re-review the awards timeline and guidelines. This is just minor tweaks, but does include possible expansions to our awards.

Staff Senate Scholarship/Fundraising Committee (Ad-Hoc): Chelsey Malloy/Wright Culpepper

- I officially have a committee, it's not just me!
- Wright has agreed to be our co-chair.

- We are meeting next week. We are focusing on Give for Garnet.

Additional Announcements

- We will do a first reading of this resolution, email it to you all for review and then we will vote on it at our next meeting.
- Senator Leslie read the first proposal and draft to the senate.
- Added benefits, training, taking the time to take care of yourself.

Upcoming meetings:

- 11/14 – General Body Meeting
- 12/12 – General Body Meeting

Adjourn

Senator Carey made a motion to adjourn. Senator Herron seconded the motion to adjourn. All senators were in favor. The formal meeting adjourned at 4:10 PM.

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

Respectfully Submitted,

Katherine Hilson

Secretary
Staff Senate