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Staff Senate, November 13, 2018

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Staff Senate

November 13, 2018
Meeting Minutes

Note: The remarks of the senators and others are summarized and not verbatim. The recording of this meeting is available in the Staff Senate Secretary's office.

PRESENT: Sandra Baldrige-Adrian; Shaun Bannon; Dwayne Beam; Carolyn Bender; Jean Bennett; Lisa Bernadyn; Allison Crandell; Michael Cruise; Amanda Darden; John Dooley; Cecilia Finch; Lynn Fox; Mark Garrison; Dawn Hitchcock; Marcus Holmes; Margaret Hurt; Judy Johns; Sharon McCants; Melanie McKeefery; Gregory Nance; Justin Poindexter; Wendy Singleton; Bryce Skipper; Alicia Stanley; Michele Varga; David Yancey; Travis Youngblood

SUBSTITUTIONS: none

ABSENT: none

APPROVAL OF MINUTES: Approval of the Oct. 9, 2018 minutes were moved by Gregory Nance and seconded by Allison Crandell. **The minutes passed (27 in favor, 0 not in favor, 0 abstain).**

PRESIDENT, PROVOST, AND OTHER ADMINISTRATIVE REPORTS:

President DeCenzo:

- Not present at this meeting.

Provost Byington:

- Not present at this meeting.

COMMITTEE REPORTS: None

Topics for Discussion:

1. In setting norms for Topics of Discussion should we invite visitors to speak to the senate and participate in our discussions and if so, who should they be? A motion was made by Allison Crandell that we adopt the norm to invite the submitter to the next meeting and was seconded by Michael Cruise. **The motion passed (27 in favor, 0 not in favor, 0 abstain).**
2. Submitted: Under current policy, exceptions to the minimum wage are flat and non-differentiated by levels of experience (e.g. it is difficult to give a minimum wage student a \$0.50 raise every semester/year). I'd like to identify how other divisions deal with this issue, or if we deal with this issue differently, and if we could form this into a new business proposal. Meg Hurt made a motion to establish an ad hoc committee to look at student salaries and Allison Crandell seconded the motion. **The motion passed (27 in favor, 0 not in favor, 0 abstain).** Allison

Crandell was nominated as committee chair, she accepted. Other committee members are Marcus Holmes, John Dooley, and Sharon McCants.

3. Submitted: What committee should be responsible for by-laws changes? First example would be who is allowed to serve on standing and ad hoc committees. Faculty Senate allows non-senators to serve on committees, which might help encourage participation from staff and add value on specific items where there is expertise in the staff. The senate agreed in discussion to leave by-law changes in the hands of the Policy and Welfare committee.
4. Submitted: Professional/Career Development for staff with a benefit that is free to take, certification training, and conferences that enhance the staff member's contribution to the University. Michele Varga made a motion that we invite Eileen Soisson to the December meeting to discuss training opportunities and John Dooley seconded the motion. **The motion passed (27 in favor, 0 not in favor, 0 abstain).**
5. Submitted: Dean/Associate Dean Office closing before 5-This is problematic as student's need signatures and staff needs to have access to supplies, copier, etc. Dawn Hitchcock made a motion to table this item and send it back to the department for individual offices to address by following the chain of command. Jean Bennett seconded the motion. **The motion passed (27 in favor, 0 not in favor, 0 abstain).**
6. Submitted: Payroll changes requested after you are told to submit/approve hours. Dawn Hitchcock made a motion to table this item and send it back to the department since it only happens during hazardous weather and/or holiday weeks. Jean Bennett seconded the motion. **The motion passed (27 in favor, 0 not in favor, 0 abstain).**
7. Submitted: Proposal to create additional reserved spaces in the G Lot (Kearns/Kimbel Library). Creation of additional reserved spaces in the G Lot for 2nd shift employees. Marcus Holmes made a motion to table this issue and send back to the department as assignment of parking spaces is handled through Dr. Byington. Judy Johns seconded the motion. **The motion passed (27 in favor, 0 not in favor, 0 abstain).**
8. Submitted: Create a designated "staff only" parking area for Public Safety employees. Shaun Bannon made a motion to table this item and send it back to the department as assignment of parking spaces is handled though Dr. Byington. Shaun is going to follow the steps to request new parking spaces and report back to the senate at the December meeting. Michele Varga seconded the motion. **The motion passed (27 in favor, 0 not in favor, 0 abstain).**
9. Submitted: Conduct a salary study for Public Safety which compares the department to other public safety agencies in and around Horry County. Dwayne Beam made a motion to send this item to the Policy and Welfare committee. Michele Varga seconded the motion. **The motion passed (27 in favor, 0 not in favor, 0 abstain).**

OLD BUSINESS:

These are items that were not resolved through the Staff Advisory Committee.

1. Adding street names to University Boulevard. It was determined that the street signs are there but apparently they get stolen a lot.

2. Two year commitment on tuition waivers. Meg Hurt made a motion to table this item and take no action. Bryce Skipper seconded the motion. The motion passed **(27 in favor, 0 not in favor, 0 abstain)**.
3. Women in the workforce/gender pay equity. Judy Johns made a motion to send this item to the Policy and Welfare committee. Jean Bennett seconded the motion. **The motion passed (27 in favor, 0 not in favor, 0 abstain)**.
4. Covered roof on the back rear entrance to the Singleton Building. Allison Crandell made a motion to forward this item to the office of Accessibility and Disability Services. Mark Garrison seconded the motion. **The motion passed (27 in favor, 0 not in favor, 0 abstain)**.
5. Staff Advisory suggestion boxes still around campus. Jean Bennett made a motion to remove any remaining boxes. Gregory Nance seconded the motion. **The motion passed (27 in favor, 0 not in favor, 0 abstain)**.

NEW BUSINESS:

- The executive committee made a motion to charge the communications committee with developing a mechanism by which senators can communicate with their constituents. After some discussion, the motion was withdrawn.
- Amanda Darden made a motion to require an alternate to attend meetings when a senator is unable. Jean Bennett seconded the motion. **The motion passed (27 in favor, 0 not in favor, 0 abstain)**.

ANNOUNCEMENTS:

- Committees need to elect a chair.
- Jean Bennett reported on the Benevolence Fund activity so far. There have been 14 requests for a total of \$25,420; \$14,620 was awarded.

With no further business, the meeting adjourned at 10:39 a.m.