

4-9-2019

Staff Senate, April 9, 2019

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Recommended Citation

Coastal Carolina University, "Staff Senate, April 9, 2019" (2019). *Staff Senate*. 6.
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Staff Senate

April 9, 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; John Dooley; Cecilia Dockery; Lynn Fox; Mark Garrison; Dawn Hitchcock; Marcus Holmes; Margaret Hurt; Judy Johns; Sharon McCants; Gregory Nance; Justin Poindexter; Wendy Singleton; Bryce Skipper; Alicia Stanley; Michele Varga; David Yancey; Travis Youngblood

SUBSTITUTIONS: Jessica Handy for Amanda Darden

ABSENT: Melanie McKeefery

ALSO IN ATTENDANCE: Dr. David DeCenzo; Travis Overton; Dr. Ralph Byington; BJ Landrum; Dan Lawless; Atiya Stokes-Brown; Maisha Kelly; Steve Harrison

APPROVAL OF MINUTES: Approval of the Feb. 12, 2019 minutes were moved by Jean Bennett and seconded by Gregory Nance. **The minutes passed (26 in favor, 0 not in favor, 0 abstain).**

SENATE PRESIDENT REMARKS:

- Staff Senate meetings are public meetings and anyone is welcome to attend.
- In regards to the state budget, we have some significant state costs coming to us this year, which includes pension increase, health care increase, some utility increases, and the state is discussing pay raises. Any pay raise the university gets from the state, we pay the vast majority of those, so all of this becomes a cost to the university.

PRESIDENT, PROVOST, AND OTHER ADMINISTRATIVE REPORTS:

President DeCenzo:

- As we are nearing the end of the semester please be aware of more guest on campus and making them feel as welcome as possible.
- We are still waiting for the final state budget.

Provost Byington:

- We are rolling out a new product called Beacon Beacon; it's an early warning system for students who are struggling academically or socially on campus.

- One of the keys to helping students graduate on time, keep debt low, and improve our retention rate is keeping the student connected when on campus.

Chief of Staff Overton:

- No remarks at this time.

PRESENTATION:

- Susanna Marshman and Frankie Weeks explained the changes to orientation coming this summer, the major one being that freshmen will now build their own schedule instead of an advisor doing it for them.

TOPICS FOR DISCUSSION:

COMMITTEE REPORTS:

- Student Pay Ad Hoc Committee – no report
- Take Your Child to Work Committee
 - Recommend that the event take place in mid-June on a Friday
 - An age range should be determined
 - Registration and Risk of Liability Agreement forms will be needed
 - Departments will need to volunteer to do a break-out session that showcases careers in their area and then rotate small groups through during the day
 - Next steps are to determine ownership; discuss with Legal, Risk Management, Budget, and Special Events for their input; talk to University Communication about designing a web page
- Policy and Welfare Committee – will be looking at the bylaws to see if there are any gaps
- Membership Committee – Meg Hurt deferred to old business
- Communication Committee – no report
- We would like to establish formal affiliations with Student Government Association and Faculty Senate along with any other bodies that might be beneficial to everyone involved. The Membership Committee will work on this.

OLD BUSINESS:

- The Membership Committee was charged with drafting a policy for electing a Staff Ombudsman. Dr. DeCenzo asked that we table this for now. John Dooley made a motion to table at this time. Meg Hurt seconded the motion. **The motion passed (26 in favor, 0 not in favor, 0 abstain).**

NEW BUSINESS:

- Submitted: I feel that Facilities charges and exorbitant amount for some of their services. The one in particular is painting. They painted a small section no bigger than a hand and charged over \$100.00 for this. With limited funds, some departments cannot afford this. Suggestion – See if we can do a price analysis to see if these are market rates for this labor. David Yancey

explained that the Facilities department does charge market value for their services. He is working with several departments on campus to get a list of charges posted online. No action taken.

- Submitted: As the use of electric vehicles continues to grow, we would like to see a few more EV charging stations added to campus. We currently have four, but two are also for student use, so often times, there aren't enough for everyone driving electric vehicles to campus. Suggestion – Add two EV charging stations on the other side of campus as the four we have are currently near the dorms. Two possibly in the J lot adjacent to Singleton would be ideal. Dr. Byington explained that this would need to be submitted to the Facilities department as a request and they would determine the need for more chargers after an analysis of current usage. No action taken.
- Submitted: I left my office at 4:10 pm to catch the shuttle to the YY lot. The next bus did not come until 4:30 pm. I did not get to my car in the YY lot until 4:52 pm. It should not take 40 minutes for me to get to my car. The express shuttle that runs to the YY lot stops at 4:00 pm. Don't you think it should run until at least 5:30 pm so all staff can get to their car in a timely manner? Stephen Harrison clarified that the express shuttle was now running later, he will get back to the Senate with the exact end time. No action taken.
- Submitted: Campus wide lost and found policy. There is a centralized Lost and Found location in Public Safety. Lt. Clark is in charge of the Campus Lost and Found. Departments need to be made aware of this and need to send items to Lt. Clark in a timely manner. No action taken.
- Submitted: Staff weekend pay differential – Initiate pay differential according to CCU HREO 224 and SC State HR regulation 19-705.07. This is already in place, individual employees with questions should direct those questions to HR or the Provost. No action taken.

ANNOUNCEMENTS:

- Jean Bennett reminded everyone that the Faculty/Staff Benevolence Fund still needs donations. BJ Landrum explained that an employee can only receive \$2,500 per year from the Benevolence Fund. She also reminded everyone that donations can be made via payroll deduction and John Dooley has made the link easier to navigate. David Yancey will send this information out to Senators to share with their constituents.
- Greg Nance reminded everyone that there are resources for veteran students and employees available through the Veteran Services office in the Student Affairs office.
- Jean Bennett also reminded everyone that an online option for students and employees to look for help is the website 211.org.

With no further business, the meeting adjourned at 10:11 a.m.