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Staff Senate, September 14, 2021

Coastal Carolina University

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Staff Senate

September 14, 2021
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: Sandy Baldrige-Adrian; Lisa Bair; Matthew Barnes; Penny Bell; Jean Bennett; April Betsch; Roger Brown; Katherine Byron; Chris Carter; Brittany Donatelli; Vivian Ford; Brian Hutchinson; Geoffrey Insch; David Klaunder; Michelle Lewis; Ebony McCray; Alexis McGarvey; Kelly Moore; Bradley Queen; Walter Showers; Wendy Singleton; David Speiser; Jennifer Stewart; Samantha Sullivan; Michele Varga; Sharlene Zwing; Gracia Gavin; Daniel Hucks

SUBSTITUTIONS: None

ABSENT: None

ALSO IN ATTENDANCE: David Frost; Rein Mungo; Kim Sherfese; Jim Solazzo; David Russell; Chris Morgan

APPROVAL OF MINUTES:

- August 14th Motion by David Klaunder; Second by Katherine Byron; Motion passed

SENATE PRESIDENT REMARKS:

- Welcome to our two new senators; Gracia Gavin from Campus Life-Student Wellness and Daniel Hucks from Finance.
- Executive Council met yesterday to and reviewed and vote on multiple policies. Those will be sent out once they are fully approved by the Board of Trustees.
- Jim Solazzo will be doing a presentation during today's meeting about the vaccine incentive program.
- Executive Council talked about the United States President's vaccine mandate directive; The University, along with the State of South Carolina and others are awaiting OSHA's official directive and requirements to come out before the University moves forward with any of those requirements.
- The mask mandate was also discussed. The Board of Trustees will be reviewing the indoor mask mandate at the 4-week mark as planned when the mandate was first passed.
- Cable TV and fax services were also discussed. Please be aware that the University is going through and checking all of these services to see which services are necessary and which are not for certain areas. Your Executive Council member may be filtering down a list for you to review

to make sure that you have the services that you need. Be aware that there may be a budgetary item that hits your budget if you continue to keep these services.

- September 20th is CCU's birthday. More announcements to come about celebrations on campus.
- President Benson's Inauguration and Former President DeCenzo's Retirement celebrations have been moved to spring.
- There is a calendar committee that meets on a regular basis to help reduce conflicts of major events on campus. Teal events are annual events. If you have any of those events, please send them to Travis Overton or Allie Tanner so that we aren't scheduling over those events.
- Announcements from HREO:
 - EPMS reviews should be completed by October 31st. Supervisors should get those done and help remind your supervisor to get yours done.
 - Make sure that all new hires go to HR on their first day to complete their I9
 - The 2022 holiday schedule is being finalized and will be sent out soon.
- Recent topic submissions:
 - We have received many questions about the Staff Ombuds update. Travis will be giving that update during his report.
 - We received one suggestion about electronic signatures and HREO help desk. That has been forwarded on.
 - We received a question about the dress code policy and spirit days. That policy has been updated and it is online.
 - We received one request for elaboration on policies being approved by the Board of Trustees. That request has been forwarded on and we will work on getting an answer on that.
 - We received a question regarding how facilities covered bonuses work and if that would be extended to others. That question has been forwarded to David Frost. As a reminder, there is a policy on bonuses.

Presentation

- Jim Solazzo gave a presentation on Vax to the Max.

PRESIDENT AND OTHER ADMINISTRATIVE REPORTS:

President Benson:

- Report given by Provost Ennis.

Provost Ennis:

- We are focused on managing student instruction as students move in and out of quarantine and isolation.
- Dean Roberts from the Gupta College of Science will chair the search committee for the Dean of the Wall College of Business.
- I have charged a committee on professional development.

- I have charged a committee to look at the structure of the areas overseen by the Provost Office and how they overlap. Darla Domke-Damonte is chairing that committee.
- I am also going to charge a committee for the Dean of the College of Science search. The chair of that committee will be named at a later date.
- Remarks from President Benson:
 - The Trustees will meet regarding the mask mandate on Friday.
 - The Executive Committee of the Emergency Management group will meet on Thursday regarding the mask mandate. The Trustees will make their decision on Friday.
 - The President also asked to remind folks that both their own choice to vaccinate and encouraging students to vaccinate is the best way to keep our campus operational.

Travis Overton:

- The process for 544 has been put on hold. We will continue to evaluate the best possible option to move forward.
- Asked to have a brief moment with the Membership Committee after today’s meeting to talk about the Ombudsman process.
- Please encourage students to watch their language at sporting events.

TOPICS FOR DISCUSSION:

In an effort to streamline Staff Senate meetings, but also continue to collect valuable employee feedback data, the Senate will begin referring Topic Suggestions that relate to specific areas of operation to the appropriate person in those areas. The Senate will continue to collect these submissions and will review them in total each semester to determine if there are organizational patterns that should be addressed by the Senate as a whole.

COMMITTEE REPORTS:

Policy and Welfare Committee – no report

Membership Committee – Will be staying after today’s meeting to meet with Travis.

Communication Committee – no report

OLD BUSINESS:

- none

NEW BUSINESS:

- Our December 14th meeting is also Commencement. We need to move the meeting to the first Monday of the month, the first Tuesday or the 3rd Tuesday, which begins or Holiday Break.
- Motion by David Speiser to move the meeting forward by 1 week. Second by David Klauder. Motion carried.

ANNOUNCEMENTS:

- CeTEAL has been working with Counseling Services and will be offering sessions in September, October and November. Those sessions are on the CeTEAL website.
- CeTEAL is also working with Diversity, Equity and Inclusion and is offering an anti-ism reading group.
- David Speiser is the Senate representative on the Professional Development committee.
- Lauren Koonce has secured Alford Ballroom for the December 7th Staff Senate Meeting.
- CCU's birthday celebration is on September 20th. An email has been sent.
- The next Staff Senate Meeting is October 12th at 9am in Alford Ballroom. The meeting will also be streamed live.

With no further business, the meeting adjourned at 9:47 am.