



STAFF SENATE MEETING MINUTES
Thursday, November 11, 2021 - 10:00 AM Lois Grier Room

- I. Call to Order – meeting wide etiquette for MS Teams, and rules for speaking
- II. Roll Call – Anissa Lawrence, Graham Duncan, Erin Nodine, Jeff Constant, Katie Whatley, Jack Clinkscales, ~~Brittany Timms~~, Courtney Carpenter, Gretchen Twigg, Mary Jo Carpenter, Matt Goldman, Sam Pinchoff, ~~Ebonee Dendy~~, Catherine Covar, Glen Crawford, ~~Marina Proctor~~, Patrick More, Ken Toole, Jessica Partlow
- III. Special Guest: Dr. Mike Worley – Vice President for University Advancement & Executive Director of The Lander Foundation
 - a. Making Waves at the Foundation Presentation
 - i. Social Media and Publications have increased
 - ii. Suzann Coutts is new alumni director (19k living alumni) and tasks is to engage as much alumni as possible. Foundation is in charge of raising money for the university. Record setting fundraiser at 4mil in 2020.
- IV. Approval of Minutes from October meetings
 - a. Motion to approve by Graham, Second by Jack, Minutes approved
- V. Chair Report
 - a. December all staff assembly
 - i. Thursday, December 16
 - b. Staff Senate SWOT Analysis
 - i. Compile division feedback (make copies of everyone’s SWOT analysis)
 - ii. Send compiled data to administration and revisit at next minute.
 - c. November EOM: LaPorshia Crawford, nurse in the Wellness Center
- VI. Diversity Action Committee – Jessica Partlow
 - a. Month of November is Native American History month
- VII. Committee Reports
 - a. Employee Appreciation and Recognition
 - i. Birthday Cards
 - ii. Department Spotlight
 1. Auxiliary Services (bookstore, etc.)
 - b. Elections
 - i. No updates

Staff Senate Mission Statement

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- c. Professional Development
 - i. Possible Upcoming Events
 - 1. Nothing coming up, but working on it. Maybe partner with Student Activities
- VIII. Communications and Bylaws
 - a. Discussion of suggestions for revisions
 - i. Erin made a motion to approve revisions to the by-laws. Jeff second. Motion approved
- IX. Old Business
 - a. None
- X. New Business
 - a. New Committee??
 - i. Anissa will meet with Adam Taylor about adding a new committee
- XI. Reminders:
 - a. Tree Lighting – November 16th 5:00 pm – 8:00 pm & wrestling match at 7pm
 - b. Email from HR about donating maximum leave hours
 - c. State House gift shop has a holiday sale
 - d. Be a Better Bearcat emails
- XII. Adjournment
 - a. Erin motioned to adjourn and Katie second.

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Lander University Staff Senate SWOT Analysis

Strengths What does Lander do well? What resources do we have for employees? What does our competition see as our strength?	Weaknesses How can we improve? Are there areas where we can enhance our resources? What does our competition see as our weakness?
<ul style="list-style-type: none"> • Focused care on individual students - CARE Team, advising, counseling, etc. • Free amenities for faculty/staff i.e.: Fitness Center, group classes, JMC/Track, pool (most other institutions charge for membership) • President has clear vision for future • Marketing & visibility has increased to attract new students 	<ul style="list-style-type: none"> • Feeling of a disconnected Cabinet from day to day of staff/faculty. used to have spirit of community w/ faculty/staff + b/c workload of everyone no longer the case (ie volunteering to assist w/ other dept's events, showing up to events at all) • Low level of responsiveness; sense of "urgency" to answer emails
Opportunities What opportunities are open to us? What trends can we take advantage of? How can we turn our strengths into opportunities?	Threats What is our competition doing better than us... think of why staff members leave to work for other organizations? What are we doing that is harming us, making us not the premier employer of choice? Do our identified threats expose any potential weaknesses?
<ul style="list-style-type: none"> • Utilizing space on campus more effectively (strategize across multiple divisions) to come up with strategic plan for space utilization) • Continue to work with Uptown GWD, + specific businesses to provide more incentives/discount for Lander employees: help engage more GWD/Lander community connectedness • Share news/announcements w/ Dept Head prior to going public 	<ul style="list-style-type: none"> • Infrastructure doesn't support growth • Overworking our employees to the point of burnout - Putting more than what's in job descriptions on employee's plates w/o any real opportunity to push back • Employee Pay

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Strengths	Weaknesses
What does Lander do well? What resources do we have for employees? What does our competition see as our strength?	How can we improve? Are there areas where we can enhance our resources? What does our competition see as our weakness?
<ul style="list-style-type: none"> Counseling for Staff, health Screenings, & use of facilities and fitness centers Having the ability to be off work as needed. 	<ul style="list-style-type: none"> Lander has lost the personable atmosphere that drew students. With enrollment increasing so does the workload on all staff. Lander is starting to feel like a corporation rather than a small town University.
Opportunities	Threats
What opportunities are open to us? What trends can we take advantage of? How can we turn our strengths into opportunities?	What is our competition doing better than us...think of why staff members leave to work for other organizations? What are we doing that is harming us, making us not the premier employer of choice? Do our identified threats expose any potential weaknesses?
<ul style="list-style-type: none"> Listen to your employees and ask for possible solutions. Hiring more staff or additional staff is great but only if we have room and space to accommodate. 	<ul style="list-style-type: none"> Overworked and under paid. Growing beyond our means. All from parking to staff being able to accommodate the number of students we are accepting.

Staff is stressed which causes poor customer service and affects retention as well as many other areas.

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Lander University Staff Senate

SWOT Analysis

Strengths	Weaknesses
What Does Lander do Well? What Resources do we have for employees? What does our competition see as our strength?	How can we improve? Are there areas where we can enhance our resources? What does our competition see as our weakness?
An intimate, personal environment where an entry-level employee can get to know Dept Heads.	Huge pay disparity and pay that does not scale to duties. Some positions are over 3x lower than Industry Avg.
Flexibility in scheduling with flex time and holidays.	Very Little use of our position in the EDU sector for most staff
State benefits and retirement.	No childcare even with an early childhood development degree program
Can attend courses at your place of work.	Inability to communicate effectively inter/extra departmentally leads to cross department projects especially being reliant on individual relationships to foster success.
	Rogue IT providing counterintuitive approaches to tasks that the IT department should handle correctly.
	Very little oversight for those who do little to no work, but take credit for the work of others. This happens very frequently.
Opportunities	Threats
What opportunities are open to us? What trends can we take advantage of? How can we turn our strengths into opportunities?	What is our competition doing better than us...think of why staff members leave to work for other organizations? What are we doing that is harming us, making us not the premier employer of choice? Do our identified threats expose any potential weaknesses?
Extra departmental team and relationship building.	Competition pays more in most cases. Some positions could leave Lander and make 3-4x as much with the same or less duties.
Unlimited free course audits of classes with no credit. Think MIT model.	Competition uses Lander as a hiring ground for high skill or pre-trained employees that are extremely happy with making the industry average.
Provide more accessible paths for staff to complete academic programs to offset pay.	Promotion opportunities are slim, and above a certain level they are zero.
	Department and Division heads are almost always new hires now. This creates very low morale for those with sights on those roles and causes those to look elsewhere.

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**Lander University Staff Senate
SWOT Analysis – Samantha Pinchoff - Athletics**

<p>Strengths What does Lander do well? What resources do we have for employees? What does our competition see as our strength?</p>	<p>Weaknesses How can we improve? Are there areas where we can enhance our resources? What does our competition see as our weakness?</p>
<ul style="list-style-type: none"> • Great Facilities; specifically athletic facilities • Helpful staff; team/family atmosphere • Great Athletic Director • Amenities for staff/no membership required • We are competitive as an athletic department • Growth even during the pandemic 	<ul style="list-style-type: none"> • Compensation & compensation on an individual basis for outstanding job • Burn out • Lack of office space for employees; specifically new employees
<p>Opportunities What opportunities are open to us? What trends can we take advantage of? How can we turn our strengths into opportunities?</p>	<p>Threats What is our competition doing better than us...think of why staff members leave to work for other organizations? What are we doing that is harming us, making us not the premier employer of choice? Do our identified threats expose any potential weaknesses?</p>
<ul style="list-style-type: none"> • More Graduate assistant positions being offered • The opening of the field house as additional space for sports teams • Allowing athletic staff more use of weight room facilities over at the JMC. • Greater community engagement 	<ul style="list-style-type: none"> • Growing beyond our resources are allowing • Retention of students and employees • Seeking high up positions from outside the university then from recruiting/promoting from within • Compensation

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<ul style="list-style-type: none"> • Campus growth • Focused care for students • Staff adaptability <ul style="list-style-type: none"> ○ Working hard to meet student needs ○ Wearing many hats • Staff Perks <ul style="list-style-type: none"> ○ Pool access/free gym ○ Wellness Center ○ Free parking • Building additions <ul style="list-style-type: none"> ○ New Nursing Building ○ Bank building in uptown 	<ul style="list-style-type: none"> • Retention of students • Employee burnout • Not enough staff to accommodate student growth • Not enough resources to accommodate student growth <ul style="list-style-type: none"> ○ Parking, Dorms, Dining space, etc. • Hiring process <ul style="list-style-type: none"> ○ Onboarding ○ Lack of campus orientation ○ Technology needs – some employees have waiting 4 – 6 weeks for a computer
Opportunities	Threats
What opportunities are open to us? What trends can we take advantage of? How can we turn our strengths into opportunities?	What is our competition doing better than us...think of why staff members leave to work for other organizations? What are we doing that is harming us, making us not the premier employer of choice? Do our identified threats expose any potential weaknesses?
<ul style="list-style-type: none"> • Lander can be more intentional about offering jobs to internal candidates <ul style="list-style-type: none"> ○ Give managers a heads up of jobs • Listen to staff <ul style="list-style-type: none"> ○ What are the needs (time off, resources, etc.) ○ Offer workshops on reducing stress, work-life balance, etc. • Embracing Lander's massive footprint <ul style="list-style-type: none"> ○ Community Partnerships 	<ul style="list-style-type: none"> • Recruiters love Lander employees <ul style="list-style-type: none"> ○ Well-trained and they accept lower salaries in the corporate sector • Not a lot of room for professional growth • Stress level <ul style="list-style-type: none"> ○ People are wearing multiple hats ○ Feeling over being overwhelmed and never caught up • High expectations • No incentives – Staff is not paid for performance <ul style="list-style-type: none"> ○ Evaluations feel pointless ○ Little to no incentive to go above and beyond

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