The Lander University Staff Senate exists to ensure the welfare of its staff; to serve as a liaison between staff, administration, faculty, and students; and to advise the administration on matters concerning the staff. This focus provides staff a voice to promote a positive, respectful work environment that sustains both personal and professional growth. In support of the university's strategic plan, specifically the goal of remaining an employer of choice, the senate strives foremost to contribute to the overall success of Lander University and its students.
d. Return to in-person meetings
   i. Meetings from this point forward will be held in-person and be live streamed for the convenience of staff attendance.

e. Doing our part COVID 19
   At this time, the University is recommending the use of masks in all classrooms and academic spaces, as well as in any campus settings where adequate physical distancing is not possible. Additionally, physical distancing measures and heightened sanitization will remain in place throughout campus.

   As the University receives additional guidance from the Department of Administration, that information will be shared with campus as quickly as possible.

V. Committee Reports
a. Employee Appreciation and Recognition
   i. Remembrance garden
      1. dedication date pending
   ii. Awards
      1. Certificates were presented to those rolling off of Staff Senate, thank you for your service.
      2. Eddie Shaw presented with official gavel for serving as Staff Senate Chair. Anissa Lawrence will moderate the June meeting and begin as Staff Senate Chair for 2021 in July.

b. Elections and Bylaws
   i. Updates on election process
      1. Elections begin Tuesday, May 18 and end Wednesday, May 19.
      2. In-person polls will be open from 9-10a.m. and 12-1p.m. in CC commons and The Physical Plant.
      3. Online voting will open Tuesday morning and end Wednesday at 5p.m.
      4. New senators will begin their term in July.

c. Professional Development
   i. Congratulations to Lander employees for furthering your education at Lander University.
      Employee graduates during the Spring Commencement included Dr. Farha N. Ali, associate professor of computing, earning a Master of Science in Management; Laney Dixon, recruit data specialist, earning a Master of Education in Teaching and Learning (Instructional Technology emphasis); Sam Linn, admissions counselor, earning a Master of Science in Management; Olgethia Louden, administrative specialist, earning a Master of Science in Management; Elizabeth McCune, facilities coordinator, earning a Master of Science in Management; Sherry Smith, administrative coordinator and accountant, earning a Master of Science in Management; Michelle Weeks, post office manager, earning a Master of Science in Management.
      Read full story by Graham Duncan [here](#).

d. Communications
   No updates

VI. Old Business
   No old business

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VII. New Business
   a. New Staff Senators
      Anissa Lawrence will begin as chair during June meeting and newly elected senators will begin in July.

   b. Digital Signage is undergoing updates

   c. Employee of the Month
      The Employee Appreciation Committee is discussing initiatives to better recognize honorable mentions for Employee of the Month. Employee of the Month is a Human Resources initiative.

   d. University Email Signatures
      In an effort to ensure consistency among university email signatures, the Offices of Information Technology Services and University Relations have collaborated to develop a new, easy-to-use email signature app for the Lander Community.

      To use the new signature format, simply click this link (log-in will be required): https://www.lander.edu/its/signature. Once you are logged in, please verify the information needed to auto-populate your signature, and follow the step-by-step instructions to apply it within your email program.

      Please send comments or questions regarding the app to:
      The Office of Information Technology Services
      T: 864-388-8234
      Email: help@lander.edu

VIII. Adjournment
      Jack Clinkscales made the motion to adjourn the meeting; seconded by Kenneth Toole. The motion passed unanimously.

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