



STAFF SENATE MEETING MINUTES

Thursday, October 12, 2023 - 10:00 AM ITS Conference Room

- I. Call to Order was promptly 10:00am
- II. Roll Call – Dawn Lewis, Adam Weyer, Donna Knight, Katie Whatley, Taylor Haigler, Tavares Meadows, Brittany Brissey, Sam Abney, Matthew Moore, Awaili Thomas Quarles, Jeff Reynolds, Demario Watts, ~~Jamie Wilson~~, Laney Dixon, Patrick Moore, Ken Toole
Ex-officio: ~~London Thomas~~ or Kurstin Lacoste (HR), ~~Jessica Partlow (DAC)~~
- III. Guest Speaker – Joe Greenthal
 - a. Joe was unable to attend the October Staff Senate Meeting. Patrick will try to reschedule him for the December meeting.
- IV. Vote to Approve Prior Minutes
 - a. Dawn Lewis motioned to approve the September meeting minutes. Matt Moore seconded the motion, and the September meeting minutes were approved
- V. Chair Report
 - a. Confirmation of Guest Speakers
 - i. Gregg Allen will be speaking next month
 - ii. Patrick is open to any suggestions on guest speakers, not only cabinet members. Ken Toole recommended Max Sargent, Safety and Regulatory Compliance Officer.
- VI. Diversity Advisory Council
 - a. October is Global Diversity Awareness Month. Kurstin Lacoste reported that HR is continuing to work on a communication plan for Faculty/Staff regarding the DAC. She also reminded the Staff Senate of the HR Benefits Fair 10/12/23 from 8:30am-12:00pm.
- VII. Committee Reports
 - a. Employee Appreciation and Recognition
 - i. Staff Senate birthday cards are continuing to go out weekly.
 - ii. The Office Spotlight of October is Student Life and Campus Recognition. They received a gift basket, written note, and campus TV recognition.
 - iii. Staff Anniversary dates were sent out at the beginning of the month. Staff who are celebrating their work anniversary this month received an email and campus TV recognition.
 - iv. Walker Smith assisted the Employee Appreciation and Recognition Committee in creating an appreciation video to go out around Thanksgiving. It is in the process of being approved by the participants, then it will be ready to send out in November. Taylor Haigler will work with Dawn Lewis on how the link will be distributed to Staff.
 - v. We are still planning a light breakfast/appreciation event on December 14th. More information to come at the next meeting.
 - b. Elections

Staff Senate Mission Statement

The Lander University Staff Senate exists to enhance 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.

- i. The Elections committee did not have anything to report.
- c. Professional Development
 - i. Planning to implement “Division Open House” drop-in’s once a month (preferably a Wednesday), starting with Student Affairs this month. The goal is for staff across campus to learn what every division does for the school.
 - ii. Working with HR to plan Professional Development Sessions throughout the year for Staff on topics such as budgeting, career readiness, etc. More information to come at next meeting.
- d. Communications and Bylaws
 - i. Worked with EAR committee this month to send out the Office Spotlight and Employee Anniversary email and TV graphic.
- e. Community Partnership
 - i. 4 events coming up:
 - 1. Adopt-A-Highway - Saturday October 21st at 7:30am.
 - a. Committee has been collaborating with Student Affairs for students to participate and receive service hours and parking citation forgiveness.
 - b. Meeting at 7:30am at the Jeff May complex.
 - c. The flyer will be sent out by the end of the week.
 - 2. Senate v. Senate Thanksgiving Turkey Bowl - October 16th- November 15th
 - a. The flyer will be sent out by end of the week.
 - 3. Boo Bash – October 26th in Uptown Greenwood (Katie and Taylor)
 - a. Volunteer Sign-up in TEAMS
 - 4. Scare on the Square – October 26th in Downtown Abbeville (Awaili and Chief Allen)
 - a. Volunteer Sign-up in TEAMS

VIII. Old Business

- a. No old business to report.

IX. New Business

- a. Patrick Moore emphasized his request of guest speaker recommendations.
- b. Katie Whatley reported that the College of Education is hosting a career fair October 17th from 10am-1pm and having their Teacher Clothing Closet open October 25th.
- c. Demario Watts reported the Holiday Tree Lighting will be November 28th. More information to come.
- d. Kurstin Lacoste reminded the Staff Senate that we are in Open Enrollment.

- X. Matt Moore motioned to adjourn the meeting. Patrick Moore seconded the motion and the meeting ended at 10:19am.

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