



STAFF SENATE MEETING MINUTES
Thursday, September 9, 2021 - 10:00 AM Lois Grier Room

- I. Call to Order – meeting called to order at 10:02am
- 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 Denny~~, Catherine Covar, Glen Crawford, Marina Proctor, Patrick Moore, Ken Toole, Jessica Partlow
- III. Special Guest: Dr. Adam Taylor – VP for Strategic Initiatives and Chief of Staff
 - a. Introduced himself and what he does at Lander
 - b. Presentation
 - i. Enrollment up 43% in the past 5 years
 - ii. Larger than Erskine, Presbyterian College and Newberry combined
 - iii. Tuition and Fees frozen for the past 6 years
 - iv. Retention – last year was highest retention rate for first time freshmen, but this year, first time freshmen retention rate is down 9 points. Usually, lost 1 in 4, but this year it's 1 in 3.
 1. Currently researching why numbers went down.
 - v. 91% of students are in state and 9% out of state
 - vi. Minority percentage stays the same at about 33%; consistent for the last 6 years
 - vii. Record number of students living on campus. Capacity is 1766 and only prepared for 1750. Some students still in hotel rooms
 1. Feasibility study is required to look at increasing housing
 2. Working on not only replacing staff, but adding new staff to keep up with the growing numbers
 - viii. Dual enrollment – high school students can take up to 2 courses per semester and the tuition is free. 22% of students that do take dual enrollment end up attending Lander as freshmen.
 - ix. In past 3 years, 47 new faculty members and 153 new staff members
 - x. Mentioned budget numbers and money for new building and renovations
 - xi. 78% alumni live in SC
 - xii. Has admission criteria changed? Todd Gambill was present and said average GPA and average SAT score has not changed.
 - xiii. Can technology be on a schedule for staff like faculty? Anissa Lawrence will work up a proposal and forward to Adam Taylor
- IV. Approval of Minutes from August meetings – Jack Clinkscales made motion to approve and Ken second
- V. Chair Report
 - a. Upcoming Guest Speakers
 - i. October 14 – Mike Worley
 - ii. November 11 – Stacie Bowie
 - b. Thank you to Employee Appreciation & Recognition for Remembrance Garden Dedication
 - c. Deadline to recommend updates for Staff Senate By-laws is Monday, September 20, 2021
 - d. University Relations sent out email announcing third year of enrollment increase (9.3%)

Staff Senate Mission Statement

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.

- e. HR sent email on the 2021 Health week in October announcing Preventative Health Screenings, flu vaccinations, and mobile mammogram unit
 - f. September EOM winner is Kenneth Roach – so many great candidates this month. HR lists all nominees as honorable mentions.
 - i. Kurstin LaCoste will ask about adding this to the email.
 - g. Email from Chief Allen – CSA’s – If you hear or know of something happening, you must report to LUPD
 - i. If you see exterior lighting not working, please put in work order to keep areas lit for safety.
 - h. Free COVID vaccinations are available in the Wellness Center for all Full and Part-time employees and all students. No appointments necessary.
- VI. Diversity Action Committee – Jessica Partlow
- a. Hispanic Heritage month this month – a diversity tree placed in the student’s center and encourage students, faculty and staff to sign a hand.
- VII. Committee Reports
- a. Employee Appreciation and Recognition
 - i. Looking into adding more walkway for access to the garden
 - ii. Birthday Cards
 - iii. Department Spotlight – September/October spotlight will be on the Physical Plant
 - b. Elections
 - i. No report
 - c. Professional Development
 - i. 14 virtual participants and 12 in person for Employee Tuition Assistance Meeting
 - ii. Possible offer more training/workshops for specific areas, such as Microsoft Office
 - iii. Possible Upcoming Events
 - 1. Cindy Dysart is potentially going to lead a managing budget workshop through Excel.
 - 2. Caughman Leadership Institute – application process training
 - 3. Mandatory Safety Training via Blackboard
 - a. May be issue for Physical Plant; Patrick Moore will look into upgrading the computers they currently have
 - d. Communications and Bylaws
 - i. Comment – posting the dates for the future meetings; Mary Jo Carpenter will work on sending out calendar planners
- VIII. Old Business
- a. The Summer Schedule is definitely a benefit to the employees. Looking into the next Summer, the university should consider having Chic fil A or Which Which open from 11-2. This allows employees to get food without leaving campus. With a 30 min lunch it’s not feasible to leave campus, get food and return within that window. Not everyone does meal prep and door dash can get costly trying to do it daily. The dining hall is open but even during the school year not many employees eat in the dining hall.
 - i. Comments have been sent to administration, there are things in the works, but nothing that can be reported on.
- IX. New Business
- a. Monthly Morning Coffee Break – Reviving the old tradition
 - i. Employee coffee mornings where faculty and staff would interact with each other. Faculty Senate will be discussing this option. Not sure how it was funded. The group is very interested in proceeding with organizing this.
 - b. Staff Senate Representative Division Check-In
 - i. Ebonee Dendy to share information – Catherine Covar spoke with Ebonee due to her absence. Send out emails to check on staff and if needed anything. Sent out twice so far and has gotten some feedback.
 - c. Questions and Online Comments

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- i. Can HR or Staff Senate announce jobs available on campus. This will help employees in areas with little to no upward mobility explore other options on campus.
 - 1. This was sent to HR and is awaiting feedback – Kurstin LaCoste says HR is looking into this.
 - 2. In the meantime, jobs are posted and there is a link on HR’s page listing open jobs on campus.
 - ii. Lander wants to be an employer of choice. However, many employees are unable to live on their own due to their salaries. It would be nice if Lander could work with some of the apartment complexes in the surrounding areas to perhaps get employees a discounted rate so they could live on their own if they wanted. If Lander cannot compensate with more money, can we not find different ways to compensate them? I personally know at least one other college or university that does this for their employees.
 - 1. This was something that happened years ago. I am working to schedule a time to meet with London Thomas (Director of HR) to see if there are options we can work on for employees. Catherine Covar and Kurstin LaCoste will work together on finding out information about this.
 - iii. I just wanted to bring it to the attention of the staff senate that the drink machines have now gone up to \$1.75 for a 16 oz drink. While this may not be something you can work on I thought it was important to share as some students are on a limited income and cannot pay almost \$2 for a drink from a drink machine.
 - 1. Staff Senate does not have control with this, but it has been sent to Procurement
 - iv. Would like to change the comment process because we can’t follow-up if they are sent anonymously. Glen Crawford made the suggestion of listing the comments and responses to the comments on the website so it’s not directed back to the person that submitted the comment. Patrick Moore mentioned a Facebook king of approach where they can like or comment on the comment.
 - 1. Communications and By-Laws will organize meeting to discuss the comment process.
 - d. Mask mandate has been extended through September 30.
 - e. State of the University Address is Monday, September 13 at 4pm in the Cultural Center Auditorium
 - f. Narrow down a date for All Staff Meeting
 - g. The 2022 Holiday Schedule has been sent out.
- X. Adjournment
- a. Meeting adjourned at 11:16am; motion made by Jeff Constant and second by Graham Duncan

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