



STAFF SENATE MEETING AGENDA  
Thursday May 13, 2021, 10:00 AM LC 200 and MS Teams

---

- I. Call to Order – meeting wide etiquette for MS Teams, and rules for speaking
- II. Roll Call  
Eddie Shaw, Corey Anthony, Laura Brown, Justin Burger, Kenneth Calliham, Courtney Carpenter, Jack Clinkscales, Graham Duncan, Anissa Lawrence, Tammie Mallory, Amanda Morgan, ~~Erin Nodine, Vernon Peppers~~, Marina Proctor, Kenneth Toole, Ashley Wilkie, and Jessica Partlow.
- III. Approval of Minutes from March meeting on hold until Erin Nodine returns to campus.
- IV. Chair Report
  - a. Human Resources
    - i. Staff Excellence Awards Breakfast – Tuesday, May 25 8:00 a.m.
      1. Breakfast provided for take-out and dine-in
      2. Streamed virtually at 9 a.m. for awards.
      3. Paint and pour sign-up available during breakfast
    - ii. Lander Gras – Employee Field Day – New Res Hall Field
      1. 10:30-4:00 – Movie in Auditorium
      2. 11:30 – 4:00 – Lander Gras: Game stations in intramural field with music.
      3. 12:30 – 2:00 – Lander Lagniappe: Cook-out lunch provided by Aramark under tents.
      4. 2:00 – 4:00 – Paint and Pour: Guided by artist, sign-up at breakfast.
  - b. Diversity Action Committee – Jessica Partlow
    - i. Last week the DAC held a sensitivity and Civility training.
  - c. Potential Guests for Future Meetings
    - i. Jeff Beaver, Director of Engineering Services
    - ii. Care Team
    - iii. Dr. Sarah Hunt Barron, New Dean of the College of Education
    - iv. Dr. Colbert, UCG
    - v. Dr. Todd Gambill, Vice President for Enrollment and Access Management

Participating in these events are voluntary and for the safety of all, mask are recommended and follow social distancing guidelines.

For your comfort, bring a lawn chair, hat, sunscreen, dress casually. Welcome to bring tailgate tents without stakes. Rain Plan: A modified field day will be held in the Cultural Center commons.

### 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.

- 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 Loudon, administrative specialist, earning a Master of Science in Management; Elizabeth McCune, facilities coordinator, earning a Master of Science in Management; Scott Pilgrim, director of procurement services, 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

## 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.

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](mailto:help@lander.edu)

VIII. Adjournment

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

## 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.