1. **Call to Order:** The Faculty Senate Meeting was called to order at 2:30 p.m. by President Danny Weathers. Marcus Coppola, UPIC intern, introduced guests.

3. **Approval of Minutes:** The Faculty Senate Meeting Minutes dated August 13, 2019, were approved as distributed. The General Faculty Meeting Minutes dated August 19, 2019 were approved as distributed.

4. **Special Orders of the Day:**
   a. **Clemson University Prioritization Process of Maintenance and Building Projects – Todd Barnette, Associate Vice President and Chief Facilities Officer**
      a. Todd Barnette, associate vice president and chief facilities officer, presented a detailed presentation about Clemson University’s facilities planning. Please see the attached PowerPoint for his detailed remarks.
   b. **Veterans Benefits – Brennan Beck, Director for Military and Veteran Engagement; Kelsey Crawford, Talent Acquisition Recruiter**
      a. Kelsey Crawford, talent acquisition recruiter for the Office of Human Resources, provided a brief presentation about benefits for veteran employees. Please see the attached PowerPoint for details.

5. **Reports:**
   a. **Executive Vice President for Academic Affairs and Provost – Robert H. Jones**
      a. Robert H Jones, executive vice president for academic affairs and provost, noted in his report that senior administrators are revising the vision and mission of the university, which was discussed at the summer Board of Trustees retreat. As the university determines how to measure its success, it will be shifting focus away from the metrics established by US News and World Report, focusing instead on issues such as student success, efficient and cost savings, student retention, graduation rates, alumni employment rates, and research expenditures and grant funding.
b. Jones also provided an update about several academic searches underway. Regarding the search for the permanent dean of the College of Arts, Architecture and Humanities, a search committee is being reconstructed, aided by interim dean Tim Boosiner and a private search firm. Regarding the search for the associate provost and dean of graduate studies, Amy Lawton-Rauh, associate provost for faculty affairs, will chair that search committee, which will be assisted by a private search firm. The university is also recruiting for an associate provost and vice president for enrollment management. That search committee will be chaired by John Griffin, associate provost and dean of undergraduate studies.

b. Standing Committees:

Finance – Committee Chair Elliot Jesch
1. Chair Jesch submitted no formal report but provided verbal updates on his committee initiatives. The committee is looking into faculty engagement with compensation issues and is developed a joint subcommittee with the Welfare Committee to track compression and retention and make the annual university salary report more user-friendly. The Finance Committee has met with Emily Watros, the chief human resources officer, Tony Wagner, the chief financial officer, and Amy Lawton Rauh, and the university plans to issue a report later this semester with feedback from the Finance Committee. The Finance Committee is also looking into employee child tuition waivers and has received new information that there may be some flexibility in how the South Carolina state law is interpreted regarding that tuition policy.

Policy – Committee Chair Kimberly Paul
1. Chair Kimberly Paul, on behalf of the Policy Committee, provided an official report (see the attached document) regarding Sabbatical Approval Timelines, where the committee requested that the provost maintain sabbatical timelines that align with faculty nine-month contracts, which complies with the Faculty Manual. The Finance Committee moved that the senate accept its recommendations. After no further debate the senate voted to support this report with no opposition. Those recommendations were adopted by the senate and will be filed with the minutes.

Research – Committee Chair Patrick Warren
1. Chair Patrick Warren provided no official report but mentioned briefly that the ongoing university search for the associate vice president for research and development is underway and candidates for the position will soon be invited to campus.

Scholastic Policies – Committee Chair Peter Laurence
1. Chair Peter Laurence provided no formal report but noted key agenda items underway with the committee, including student evaluations of teaching, military transfer credits, and teaching facilities.
Welfare – Committee Chair Betty Baldwin (Karen High provided the report on Baldwin’s behalf)

1. In Chair Betty Baldwin’s absence, Welfare Committee member Karen High provided an update on the committee’s efforts. The committee is examining the Clemson Experimental Forest and thinking of ways that faculty could be surveyed to document the use of the forest in their research, teaching, and lifestyles. Member Bob Brookover is working with the committee to discussed a Green Crescent Trail resolution. The committee is also looking into the establishment of a support system for faculty accused of Access & Equity grievances. The committee plans to develop a report that it will share with the Advisory Committee. The committee is also interested in having a member serve on the University Club steering committee where it will host an open house in the club site that could serve as a listening project for the Welfare Committee on campus issues.

c. University Commissions and Committees:
   Committee on Committees – Chair Mary Beth Kurz
   1. Chair Mary Beth Kurz reported that the Committee on Committees will hold its next meeting on September 17 where they will discuss several committees. The committee is also working on moving from a text-based way of tracking committees to a database-supported system, which may be able to link with the FAS system and general reports on faculty service on committees.

d. Special Reports:
   President’s Report – Danny Weathers
   1. President Danny Weathers noted that multiple faculty members from different colleges have contacted him with concerns about Academic Analytics. A summary of the use of Academic Analytics is included in the appendix of these minutes. Weathers reminded faculty that several points of data can be tracked that could be used for faculty evaluations, including possibly data from Canvas, and the Faculty Senate needs to be proactive about establishing policy for that data use.
   2. Regarding the university’s Child Care Center, construction has begun and Weathers is involved in a steering committee for establishing policy on tuition and enrollment. Weathers welcomes feedback on this subject from any interested faculty members.
   3. The Office of Human Resources has distributed an e-mail to faculty about the university’s compensation plan. Weathers and the Faculty Senate will continue to monitor and report implementation concerns as they arise. The senate will also be monitoring the implementation of this plan to determine what works and if any modifications are necessary for future raises. Inquiries have been presented about last year’s salary report, which was issued this past summer.
   4. The University Club Steering Committee was convened recently.
5. Weathers concluded his report by acknowledging the September 11 anniversary and Clemson’s rich military history. He reinforced the need for Clemson to continue to become a great military-friendly university.

6. **Unfinished Business:**

   There was no additional unfinished business.

7. **New Business**

   There was no additional new business.

8. **Adjournment:** President Weathers adjourned the meeting at 3:50 p.m.

9. **Announcements:**
   a. **Faculty Senate Advisory Committee Meeting**  
      September 23, 2019 2:30 p.m.  
      Location: Cooper Library 416 (Brown Room)

   b. **Faculty Senate Executive Committee Meeting**  
      October 1, 2019 2:30 p.m.  
      Location: Cooper Library 201A

   c. **Faculty Senate Meeting**  
      October 8, 2019 2:30 p.m.  
      Location: Academic Success Center 118

   ____________________________
   Mikel Cole, Secretary

   ____________________________
   Chelsea Waugaman, University Faculty Governance Coordinator
Guests: Bridget Trogden, Associate Dean of Undergraduate Studies; Dan Warner, Faculty Senate Representative to the Emeritus College; Dave Fleming, Interim Associate Provost and Dean of Graduate Studies; John Griffin, Associate Provost and Dean of Undergraduate Studies; Mary Beth Kurz, Faculty Manual Consultant, Kelsey Crawford, Human Resources Recruiter; Brennan Beck, Director of Military and Veteran Engagement

Alternates Representing Senators: Jason Thrift (for Betty Baldwin)

Absent Senators: Puskar Khanal, (CAFLS); David Blakesley (AAH), Tim Brown (AAH), Betty Baldwin (BSHS); Sharon Holder (BSHS); Eric Davis (CECAS), Peter van den Hurk (COS)
Building Condition and Indoor Air Quality Programs

Todd E. Barnette
Chief Facilities Officer
Who we are and what we do.

- Project Management
- Landscape Services
- Utility Services
- Custodial/Recycling
- Environmental Services
- Maintenance
- Campus Planning
- Support Services
The Challenge - Aging Facilities

Putting Your Campus Building Age in Context

*Majord of Clemson’s campus fall in Pre-War and Post-War eras*

% of GSF by Construction & Renovation Year

- **Pre-War**
  - Built pre-1951
  - Durable construction
  - Older but lasts longer

- **Post-War**
  - Built 1951 - 1975
  - Lower quality
  - Needs more repairs & renovation

- **Modern**
  - 1975 - 1990
  - Quick flash construction
  - Low quality components

- **Complex**
  - Built post-1991
  - Technically complex
  - Higher quality
  - More expensive to maintain or repair

% of GSF by Construction & Renovation Year

- Pre-War: 25%
- Post-War: 39%
- Modern: 16%
- Complex: 20%

Sightlines Database: Construction Age
Sightlines Database: Renovation Age
Clemson - E&G Construction Age

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The Challenge – Aging Facilities

Campus Age Profile

Understanding the Impact of Age on Capital & Operations

Campus Age by Category

- **Buildings Over 50**
  - Life cycles of major building components are past due. Failures are possible. Core modernization cycles are missed.
  - Highest risk

- **Buildings 25 to 50**
  - Major envelope and mechanical life cycles come due. Functional obsolescence prevalent.
  - Higher Risk

- **Buildings 10 to 25**
  - Short life-cycle needs; primarily space renewal.
  - Medium Risk

- **Buildings Under 10**
  - Little work. “Honeymoon” period.
  - Low Risk

% GSF

- **Peers**
  - High Risk: 19%
  - 29%
  - 30%
  - 22%

- **Clemson**
  - High Risk: 40%
  - 27%
  - 25%
  - 8%
The Challenge – Higher Use of Facilities

Physical Driver of Campus: Density Factor

Higher foot traffic affects custodial demands, and faster wear & tear of space

FY18 Density Factor

Density Factor Effects on Facilities:

Life Cycles of Building Parts  Wear & Tear of Space  Custodial Demands

320 to 380 in 10 years (18.75%)
The Challenge....Indoor Air Quality

- 286 of 866 Air Handlers on Campus are over 20 years old
- Limited Outside Air Introduced in Older Systems
- Excessive Moisture from Humidity and Building Envelope Issues
Prevention and Remediation

Building Assessment Program

Capital Improvement Program

Preventive Maintenance and Response
Building Assessment Program

Specialty Teams
- Site Analysis
- Utilities
- Building Envelope, Interior Finishes
- HVAC and Mechanical
- Electrical
- Roofs, Fire Protection and Elevators

Conditions Assessment
- 111 Buildings
  - 3-5 per month; 3-year cycle
  - By specialty team
- Budget
  - Accuracy
  - Top 25 Projects
  - Similar Projects
  - Refined Project Descriptions

Facilities Leadership Review
- 10 Year Plan
- Project Detail for Next 3 Years
- Next Steps

Capital Plan Discussion
## Building Assessment Program

### Conditions Priority By Building (Top 20 Buildings)

<table>
<thead>
<tr>
<th>Building</th>
<th>BFP</th>
<th>Date Built</th>
<th>Gross Sq Ft</th>
<th>Replacement Cost</th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>Priority Class</th>
<th>Total $</th>
<th>FCI</th>
</tr>
</thead>
<tbody>
<tr>
<td>POOLE AGRICULTURAL CENTER (P&amp;A)</td>
<td>1</td>
<td>1955</td>
<td>203,649</td>
<td>$21,135,000</td>
<td>$1,435,000</td>
<td>$7,695,000</td>
<td>$235,000</td>
<td>$9,366,000</td>
<td>44%</td>
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<tr>
<td>LONG HALL</td>
<td>1</td>
<td>1937</td>
<td>73,752</td>
<td>$14,739,000</td>
<td>$510,000</td>
<td>$4,849,000</td>
<td>$30,000</td>
<td>$9,093,000</td>
<td>62%</td>
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<tr>
<td>MARTIN HALL</td>
<td>1</td>
<td>1962</td>
<td>83,531</td>
<td>$11,860,300</td>
<td>$615,000</td>
<td>$7,285,500</td>
<td>$200,000</td>
<td>$8,100,500</td>
<td>68%</td>
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<tr>
<td>LEHOTSKY HALL</td>
<td>1</td>
<td>1973</td>
<td>95,591</td>
<td>$17,927,600</td>
<td>$680,000</td>
<td>$6,279,500</td>
<td>$133,500</td>
<td>$7,043,000</td>
<td>39%</td>
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<tr>
<td>TILLMAN HALL (INCLUDING CHAPEL)</td>
<td>1</td>
<td>1894</td>
<td>90,111</td>
<td>$21,518,600</td>
<td>$1,273,000</td>
<td>$1,590,000</td>
<td>$3,540,000</td>
<td>$6,203,000</td>
<td>29%</td>
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<tr>
<td>SIRRUNE HALL</td>
<td>1</td>
<td>1998</td>
<td>873,466</td>
<td>$23,039,500</td>
<td>$755,000</td>
<td>$642,000</td>
<td>$90,000</td>
<td>$4,712,000</td>
<td>27%</td>
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<tr>
<td>TKKE RECREATION CENTER</td>
<td>4</td>
<td>1930</td>
<td>240,279</td>
<td>$49,784,500</td>
<td>$5,140,000</td>
<td>$70,000</td>
<td>$2,845,000</td>
<td>$5,845,000</td>
<td>12%</td>
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<td>LOWRY HALL</td>
<td>1</td>
<td>1958</td>
<td>60,309</td>
<td>$8,036,100</td>
<td>$735,000</td>
<td>$3,942,000</td>
<td>$831,100</td>
<td>$5,508,100</td>
<td>69%</td>
<td></td>
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<tr>
<td>EARKLE HALL</td>
<td>1</td>
<td>1959</td>
<td>50,509</td>
<td>$9,503,000</td>
<td>$280,000</td>
<td>$4,021,700</td>
<td>$966,000</td>
<td>$5,267,700</td>
<td>55%</td>
<td></td>
</tr>
<tr>
<td>DANIEL HALL</td>
<td>1</td>
<td>1969</td>
<td>68,172</td>
<td>$11,722,400</td>
<td>$65,000</td>
<td>$1,025,450</td>
<td>$3,833,000</td>
<td>$4,932,450</td>
<td>42%</td>
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<tr>
<td>BARRE HALL</td>
<td>1</td>
<td>1975</td>
<td>46,110</td>
<td>$6,505,300</td>
<td>$555,000</td>
<td>$3,644,000</td>
<td>$94,000</td>
<td>$4,293,000</td>
<td>66%</td>
<td></td>
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<tr>
<td>EDWARDS HALL</td>
<td>1</td>
<td>1977</td>
<td>66,109</td>
<td>$11,843,100</td>
<td>$30,000</td>
<td>$3,843,500</td>
<td>$180,000</td>
<td>$4,053,500</td>
<td>39%</td>
<td></td>
</tr>
<tr>
<td>VICKERY ACADEMIC LEARNING CENTER</td>
<td>2</td>
<td>1991</td>
<td>20,238</td>
<td>$26,732,600</td>
<td>$2,125,000</td>
<td>$1,722,500</td>
<td>$80,500</td>
<td>$2,992,500</td>
<td>85%</td>
<td></td>
</tr>
<tr>
<td>RIGGS HALL</td>
<td>1</td>
<td>1927</td>
<td>70,452</td>
<td>$27,463,600</td>
<td>$100,000</td>
<td>$2,934,300</td>
<td>$100,000</td>
<td>$3,934,300</td>
<td>33%</td>
<td></td>
</tr>
<tr>
<td>BRACKETT HALL</td>
<td>1</td>
<td>1951</td>
<td>138,160</td>
<td>$13,471,500</td>
<td>$3,802,000</td>
<td>$112,000</td>
<td>$3,914,000</td>
<td>$4,934,000</td>
<td>16%</td>
<td></td>
</tr>
<tr>
<td>COOPER LIBRARY</td>
<td>2</td>
<td>1966</td>
<td>203,354</td>
<td>$7,576,200</td>
<td>$240,000</td>
<td>$1,959,000</td>
<td>$1,645,000</td>
<td>$3,844,000</td>
<td>14%</td>
<td></td>
</tr>
<tr>
<td>KINZER LAB</td>
<td>1</td>
<td>1961</td>
<td>65,089</td>
<td>$8,135,000</td>
<td>$640,000</td>
<td>$2,335,500</td>
<td>$185,000</td>
<td>$3,800,500</td>
<td>25%</td>
<td></td>
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<tr>
<td>LEE HALL</td>
<td>1</td>
<td>1958</td>
<td>103,015</td>
<td>$10,401,300</td>
<td>$320,000</td>
<td>$2,593,000</td>
<td>$645,000</td>
<td>$3,588,000</td>
<td>13%</td>
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<tr>
<td>UNIVERSITY UNION</td>
<td>3</td>
<td>1974</td>
<td>31,137</td>
<td>$20,554,600</td>
<td>$197,000</td>
<td>$541,000</td>
<td>$2,740,000</td>
<td>$3,478,000</td>
<td>26%</td>
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<tr>
<td>HOLTZENDORFF HALL</td>
<td>1</td>
<td>1915</td>
<td>56,723</td>
<td>$8,287,200</td>
<td>$310,000</td>
<td>$1,558,000</td>
<td>$590,000</td>
<td>$3,488,000</td>
<td>46%</td>
<td></td>
</tr>
</tbody>
</table>

Sub-Total (20)                         |     |           |             |                 |     |      |      |               | 2,046,596 | 105,755,850 | 41%     |
All Other (91)                          |     |           |             |                 |     |      |      |               | 2,582,166 | 61,742,912 | 27%     |
Total                                   |     |           |             |                 |     |      |      |               | 4,628,762 | 167,498,762 | 30%     |
### Building Assessment Program

#### 10+ Year Capital Plan – BCA Class

<table>
<thead>
<tr>
<th>Class Description</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
<th>2024</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
<th>2030</th>
<th>Total</th>
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<tr>
<td>BUILDING ENVELOPE</td>
<td>$2,685,950</td>
<td>$6,120,300</td>
<td>$1,111,750</td>
<td>$6,028,600</td>
<td>$5,410,000</td>
<td>$2,976,200</td>
<td>$1,481,687</td>
<td>$2,317,175</td>
<td>$750,000</td>
<td>$840,000</td>
<td>$990,000</td>
<td>$30,511,682</td>
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<tr>
<td>CASEWORK</td>
<td>$190,000</td>
<td>$220,000</td>
<td>$1,000</td>
<td>$91,000</td>
<td>$81,000</td>
<td>$101,000</td>
<td>$91,000</td>
<td>$81,000</td>
<td>$101,000</td>
<td>$91,000</td>
<td>$81,000</td>
<td>$101,000</td>
<td>$411,000</td>
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<tr>
<td>INTERIOR FINISH</td>
<td>$355,000</td>
<td>$1,671,500</td>
<td>$466,000</td>
<td>$1,122,800</td>
<td>$497,000</td>
<td>$290,000</td>
<td>$20,000</td>
<td>$75,000</td>
<td>$160,000</td>
<td>$4,847,300</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>DOOR &amp; WINDOW OPENINGS</td>
<td>$580,000</td>
<td>$289,500</td>
<td>$1,652,500</td>
<td>$1,564,600</td>
<td>$5,118,000</td>
<td>$600,000</td>
<td>$812,500</td>
<td>$185,000</td>
<td>$152,000</td>
<td>$10,954,100</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SITE &amp; UTILITIES</td>
<td>$4,097,500</td>
<td>$5,389,100</td>
<td>$1,882,000</td>
<td>$490,500</td>
<td>$3,060,000</td>
<td>$1,496,600</td>
<td>$847,500</td>
<td>$125,000</td>
<td>$2,450,000</td>
<td>$19,750,200</td>
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<tr>
<td>TRANSPORT</td>
<td>$60,000</td>
<td>$140,000</td>
<td>$70,000</td>
<td>$100,000</td>
<td>$170,000</td>
<td>$185,000</td>
<td>$185,000</td>
<td>$185,000</td>
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<td>$185,000</td>
<td>$185,000</td>
<td>$185,000</td>
<td>$1,140,000</td>
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<tr>
<td>ELECTRICAL</td>
<td>$5,423,500</td>
<td>$1,157,000</td>
<td>$1,698,500</td>
<td>$1,825,000</td>
<td>$1,080,000</td>
<td>$3,109,500</td>
<td>$1,725,000</td>
<td>$350,000</td>
<td>$185,000</td>
<td>$18,553,500</td>
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<tr>
<td>HVAC</td>
<td>$3,591,500</td>
<td>$3,220,000</td>
<td>$9,389,000</td>
<td>$18,051,000</td>
<td>$5,965,000</td>
<td>$4,195,000</td>
<td>$3,000,000</td>
<td>$2,360,000</td>
<td>$180,000</td>
<td>$49,951,500</td>
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<tr>
<td>POWER PLANT</td>
<td>$2,180,000</td>
<td>$930,000</td>
<td>$1,090,000</td>
<td>$2,763,000</td>
<td>$1,875,000</td>
<td>$1,168,000</td>
<td>$10,008,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OTHER (REMEDIAL WORK, SAFETY &amp; DESIGN STANDARDS)</td>
<td>$2,065,000</td>
<td>$4,349,500</td>
<td>$3,455,000</td>
<td>$2,745,000</td>
<td>$857,000</td>
<td>$1,531,000</td>
<td>$910,000</td>
<td>$400,000</td>
<td>$16,722,500</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>PLUMBING</td>
<td>$922,000</td>
<td>$290,000</td>
<td>$1,075,000</td>
<td>$2,389,000</td>
<td>$950,000</td>
<td>$735,000</td>
<td>$400,000</td>
<td>$50,000</td>
<td>$215,000</td>
<td>$7,026,000</td>
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<td>STRUCTURAL</td>
<td>$100,000</td>
<td>$3,000</td>
<td>$320,000</td>
<td>$223,000</td>
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<td></td>
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<td></td>
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<td></td>
<td></td>
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</tr>
</tbody>
</table>

**Sub-Total**

|                | $22,160,450 | $23,619,500 | $21,359,750 | $37,391,500 | $24,812,000 | $16,193,300 | $9,196,687 | $750,000  | $6,366,000 | $1,347,000 | $990,000  | $167,486,762 |

**Inflation (2%/year)**

|                | $472,338    | $878,338    | $2,243,490  | $1,984,960  | $1,619,310  | $1,103,602  | $155,000  | $105,000  | $390,748   | $1,194,480 | $269,400  | $217,800  | $10,479,598 |

**Total**

|                | $22,160,450 | $24,092,298 | $22,838,140 | $39,364,990 | $26,796,960 | $17,812,610 | $10,300,289 | $895,000  | $8,390,480 | $17,707,800 | $1,297,800 | $177,978,360 |

- $8-$10 million per year in available funding
- $50 million in HVAC needs
- $6 million in last three years to upgrade HVAC equipment and controls
- $3 million planned in HVAC upgrades for 2020
Building Assessment Program

Existing Space Investment vs. Peers

Higher investment into existing space than peers in FY2018

Total Project Spending into Existing Space

Clemson E&G

$2.19 $2.36 $2.86 $3.52 $3.84 $4.25 $4.39 $4.42 $5.42 $6.29 $6.91 $7.38 $8.11 $8.31 $8.02

Peers

$4.35 $4.62 $5.04 $5.39 $5.39 $5.39 $6.34 $7.42 $5.87 $5.87

$0.00 $2.00 $4.00 $6.00 $8.00 $10.00 $12.00

S/GSF


Clemson E&G Avg. Peer Avg.
Capital Improvement Program

- **DANIEL HALL RENOVATION AND EXPANSION**
  - approximately 60,000 square feet of new classrooms, 220 seat auditorium and informal learning spaces
    - Groundbreaking September 2020  Completion March 2022
  - renovation of existing 68,000 square feet in Daniel Hall
    - Construction Begins May 2022
    - Completion May 2023

- **LEHOSTKY HALL RENOVATION**
  - Renovate 94,000 sf housing portions of the Colleges of Agriculture, Forestry and Life Sciences and Behavioral Social and Health Sciences

- **MARTIN HALL RENOVATION**
- **LONG HALL RENOVATION**
Preventive Maintenance and Indoor Air Quality Response

- 8,900 HVAC Preventive Work Orders per Year
- 2,015 HVAC Corrective Work Orders
- IAQ Response Program
  - Environmental Safety will be notified.
  - A third-party testing agency will be notified and an inspection / sampling will be scheduled.
  - Facilities IAQ Response Team will visit the site within one business day.
  - A tentative action plan will be established. If issues are identified work will begin.
  - Any necessary additional remediation will begin after the third-party testing has been done.
  - As soon as the report is complete it will be provided to the occupant / requester.
- 73 work order requests to perform IAQ analysis over the last three years for 36 campus buildings.
Are there Federal regulations or standards regarding mold? Standards or Threshold Limit Values (TLVs) for airborne concentrations of mold, or mold spores, have not been set. Currently, there are no EPA regulations or standards for airborne mold contaminants.

(https://www.epa.gov/mold/mold-and-indoor-air-quality-schools)
IAQ Information

DID YOU KNOW?

We hope that it is a comfort for you to know that Clemson University does not have any buildings that are classified as “Stink Buildings” as defined by the EPA.

Mold can germinate and grow to a level that is visible on a flat surface in as little as 24 hours.

More IAQ issues are caused by fragrances than mold. This is why Custodial prefers cleaning products that do not have a fragrance.


Additional information on mold is available at: [https://www.epa.gov/healthy/homes.html](https://www.epa.gov/healthy/homes.html)

Things You Can Do to Help

- Report IAQ issues to your BSC anytime you feel there might be an indoor air quality issue. Let your Building Security Coordinator (BSC) know. You can find your BSC at: [http://www.clemson.edu/clemson/bsc](http://www.clemson.edu/clemson/bsc).
- Click on the Building Security Coordinators button.
- Submit a Service Request: University employees can submit online service requests at our website: [https:// floatValue.clemson.edu](https:// floatValue.clemson.edu).
- Click on the Service Request button.
- Keep Doors Open: Keep your office door open as much as you can. It will help with air movement.
- Set the Thermostat: When gone for long periods of time, set the A/C to a medium temperature setting (74°F).
- Dispose of Waste Properly: Items that can’t be recycled should be disposed of in hallway trash bins marked “Landfill.” Make a habit to empty any small office trash bins into the hallway container before leaving at the end of the day.

CU Facilities

CU Facilities

Indoor Air Quality (IAQ)

Clemson University recognizes that you are the reason we are great and we strive to provide you with a safe and healthy work space.

This pamphlet contains information on the types of issues that can affect indoor air quality and provides recommendations on how to improve IAQ.

If at any time you think there may be a problem with your work space, please contact Facilities Management.

- By phone at: 864-656-2238
- or online at: [https://clemsonu.clemson.edu/facilities/](https://clemsonu.clemson.edu/facilities/)
- and use the Service Request tool.

Potential Sources of Poor Indoor Air Quality

- Air fresheners and perfumes: Studies have shown that we can create an allergic event for people based on the air freshener we use or perfumes/colognes we wear.
- Humidity: This can be caused by water leaks around the windows, fish tanks, and even too many plants or over watering of plants. Please help us watch out for these potential causes.
- Closed Rooms: Keep your office door open as much as you can. It will help with air movement.
- Temperature: When people close up their offices over the summer and leave the air conditioning turned down too cold, it can create conditions that encourage the growth of mold. Please leave the fan running low and set the temperature at a medium (74°F) level. It is also a good idea to stop by and check your room from time to time and open the doors.
- Plants: Plants breathe life into the workspace, but potted plants can sometimes affect the quality of air in a small office—their scent, the moisture inherent to their care and the potential food source for bugs.
- Too Much Stuff: Paper and magazines attract bugs and create dust and mold. Please recycle magazines and books when you are done with them and don’t just stack them in the corner. Even piling your desk from time to time can help the IAQ.
- Food waste: Food items such as fruit left out in work spaces or disposed of in office trash bins overnight can result in strong odors in small offices.
- Pollen: Pollen is borne in the air on the year that the HVAC system cannot remove pollen from indoor space fast enough.
- Pets: Service animals in your office can impact IAQ. If you have one, please be considerate of others who may be allergic.
- Smoking: The campus is a tobacco-free campus, but if you smoke away from campus, the smoke on your garments could impact IAQ.
University Facilities Wants to Help!

https://cufacilities.sites.clemson.edu

- Service Request Form
- Building Security Coordinator List

864-656-2186
Thank You!
We gained national recognition by becoming a 2020 Military Friendly Employer!
New Benefits!

- Athletic Ticket discounts
- 10% Parking discount
- 10% discount on employee, spouse, and family membership discounts at Swann Fitness Center in Fike
- $45 off 50 meals for campus dining
POLICY COMMITTEE REPORT

Standing Agenda Item 201909: Sabbatical Approval Timeline

The Policy Committee has considered this matter under the charge of general university policy review and submits this report to the Faculty Senate.

Background
The Policy Committee received a request from the Provost’s Office to review the policy listed in the Faculty Manual concerning the sabbatical approval timeline. The Provost’s calendar of dates and deadlines states that “fall sabbatical leave due to departmental committee” on Jan 15 and May 31. The Faculty Manual states in Chapter VI§J16b: “The proposal for a sabbatical leave should be submitted to an elected departmental committee, chaired by the department chair for review no later than January 31 (for sabbaticals beginning in the fall semester) or no later than May 1 (for sabbaticals beginning in the spring semester).”

Discussion and Findings
The Policy Committee reviewed two options in this matter: the Faculty Manual should be amended to remove the deadlines listed in the Faculty Manual and insert the language “in accordance with the Provost’s calendar of dates and deadlines”; or the Provost’s calendar of dates and deadlines should be amended to reflect May 1 as the deadline to submit Sabbatical leave requests in accordance with the Faculty Manual. The Policy Committee discussed the matter as an agenda item at the April 16 and May 30, 2019 committee meetings.

The Policy Committee finds that intent of the May 1 deadline for spring sabbatical requests is that it aligns with the employment contract for nine-month faculty which is August 15 to May 16. On May 30, the committee voted against, without opposition, to the motion of amending the Faculty Manual.

Conclusion and Recommendations
The committee concludes that the Provost’s calendar of dates and deadlines should align with the employment contract and the Faculty Manual timelines. The Policy Committee recommends that the Provost’s Office review the Provost’s calendar of dates and deadlines in consultation with the Faculty Manual Consultant for compliance with the Faculty Manual.

The Policy Committee has closed discussion in this matter pending new information.

1 https://www.clemson.edu/provost/faculty-affairs/dates-deadlines.pdf
2 Faculty Manual (2019) Chapter VI§J16b
3 Faculty Manual (2019) Chapter VI§E1
### Academic Analytics® at Clemson: Comparison

<table>
<thead>
<tr>
<th>Primary Uses</th>
<th>Academic Analytics-Benchmarking</th>
<th>Research Insight</th>
<th>Faculty Insight</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Program/Dept Self-Study</td>
<td>• Award nomination strategies</td>
<td>• Viewing one’s own Academic Analytics scholarly product data and curating to add data</td>
</tr>
<tr>
<td></td>
<td>• Identification of peer units</td>
<td>• Forming collaborative teams</td>
<td>• Personalized funding recommendations</td>
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<tr>
<td></td>
<td>(current or aspirational)</td>
<td>• Identifying external reviewers</td>
<td>• Identifying University collaborators or disciplinary experts</td>
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<td></td>
<td>• Institutional advancement</td>
<td>• Endowed Chair searches</td>
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<td></td>
<td>• Publication and grant strategic planning</td>
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<td></td>
<td>• Program development</td>
<td></td>
<td></td>
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<tr>
<td>Formative or Generative Question Examples</td>
<td>What is the range of disciplinary norms?</td>
<td>For what honorific awards should we nominate which faculty?</td>
<td>What grant opportunities should I focus on in the coming year?</td>
</tr>
<tr>
<td></td>
<td>How does my department compare to aspirational peers?</td>
<td>How can we rapidly assemble scholar teams to capture opportunities?</td>
<td>Who are scholars on campus that would allow me to shift or broaden my scholarship in a particular direction?</td>
</tr>
<tr>
<td></td>
<td>Which institutions control market share of scholarly products in the discipline?</td>
<td>Are capital plans aligned with institutional strength?</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>How can we empirically identify external reviewers?</td>
<td></td>
</tr>
<tr>
<td>Access</td>
<td>Deans, Associate Deans for Research, Department Chairs, APFA, APIE, VR</td>
<td>Same as Benchmarking, in which Research Insight is a module</td>
<td>Clemson single sign-on</td>
</tr>
<tr>
<td>Roster Population</td>
<td>Dept level: T/TT faculty + faculty with research-scholarship expectations approved by dept chair, subject to Academic Analytics approval.</td>
<td>Same as Benchmarking</td>
<td>Currently, same as Benchmarking</td>
</tr>
<tr>
<td></td>
<td>PhD program level: Generally restricted to T/TT faculty.</td>
<td></td>
<td>In progress: additional faculty with scholarly roles or expectations</td>
</tr>
<tr>
<td>Roster Refresh</td>
<td>Annually</td>
<td>Same as Benchmarking</td>
<td>Currently annual, but discussions ongoing for multiple intra-annum or quasi-live refresh to keep roster green</td>
</tr>
<tr>
<td>Data Source</td>
<td>Populated by Academic Analytics from public sources and vendor repositories. Restrictions (e.g., PI on federal grants, articles with DOI numbers) to facilitate benchmarking</td>
<td>Same as Benchmarking—even though benchmarking analyses or comparisons are not performed in Research Insight</td>
<td>Same as Benchmarking + self-entered data curated by faculty profile owner</td>
</tr>
<tr>
<td>Benchmarking Data Aggregation Level(s)</td>
<td>PhD programs, academic departments, broad disciplinary fields, entire institution</td>
<td>No benchmarking data</td>
<td>No benchmarking data</td>
</tr>
<tr>
<td>Benchmarking Data Level Access</td>
<td>Deans and Associate Deans: access to detailed benchmarking data for departments and programs in their college; no</td>
<td>No benchmarking data</td>
<td>No benchmarking data</td>
</tr>
</tbody>
</table>
**access to individual benchmarking data.** Access to non-customizable summary benchmark indicator for University, departments, programs, and other institutions.

**Chairs:** access to detailed benchmarking data for their department and PhD programs in their department; **no access to individual benchmarking data;** Access to non-customizable summary benchmark indicator for University, departments, programs, and other institutions.

**Other Data and Access**
- Counts of scholarly products (including book chapters, patents, and clinical trials) in Academic Analytics database
  - Recent (past 14 days) products
  - Suggested honorific awards for all faculty on Research Insight roster available to Benchmarking users.

**Data Refresh**
- Calendar year
- Same as Faculty Insight

**Scholarly products and counts**
- Suggested honorific awards and funding
- Collaboration network map at local and national level
- Shared products for external collaborators
- All faculty on Benchmarking roster visible to Research Insight users
- Every 24hrs – liveness of data depends on source (e.g., a specific journal or funding agency) and data vendor (e.g., CrossRef) provision

Listing of scholarly products (and thus, indirectly, counts thereof) visible to Faculty Insight users if not made private

Suggested funding sources, related terms and Clemson personnel, Clemson collaboration map for faculty member visible to all Faculty Insight users

Version August 27, 2019

Academic Analytics-Benchmarking
Research Insight
[https://academicanalytics.com/](https://academicanalytics.com/)

Faculty Insight (formerly REDS)
“single sign on”
[https://www.clemson.edu/research/reds.html](https://www.clemson.edu/research/reds.html)
FAQs, Office of Institutional Effectiveness: [http://www.clemson.edu/assessment/academic-analytics/redsfq.html](http://www.clemson.edu/assessment/academic-analytics/redsfq.html)