

# CLEMSON

STAFF SENATE NEWSLETTER  
News you can Use!

August 2017

Watt Innovation Center

## President's Report



Summer is definitely flying by. In June, I had the honor of presiding over a celebration of twenty-four of my fellow staff members as they graduated from the [Staff Development Program](#). In July, the Staff Development Program welcomed its eighth cohort. I am a proud graduate of the 2013 Staff

Development Program, and I can honestly say that I am the Clemson University Staff Senate President today because of this outstanding program. It is truly one of the best programs at Clemson University.

The Staff Senate outreach efforts are still going strong. We are grateful to Dr. George Askew, Vice President of Public Service Activities, for providing the funds to include the employees across the state in the [CU4Health](#) program and our Staff Senate outreach efforts for this fiscal year. Also, we want to thank Caitlin Moore from the Joseph F. Sullivan Center for traveling around the state to do the screenings. Caitlin was at Livestock Poultry Health on July 31st, Sandhill Research and Education Center on August 14th, and will be traveling to Edisto Research and Education Center on August 28th. Health screenings will be scheduled for Pee Dee Research and Education Center and Charleston late in 2017 or early 2018.

The Staff Senate sponsored a blood drive on July 26th by Riggs Hall. We had an awesome turnout with 73 people and 66 completed units of blood. We are very proud of this accomplishment to help [The Blood Connection](#) save precious lives in the upstate of South

Carolina. I donated and appreciate all of the donations!

August is a month full of activities here at Clemson University. I attended the PhD Hooding on August 10th and summer graduation on August 11th. Each is such a joyous celebration of the graduates' hard work, dedication, and perseverance. I saw tears and I saw laughter. Soon we will be welcoming a new class of freshmen and reconnecting with our returning students as they arrive on campus. August Convocation will be held on the same day as the [Eclipse over Clemson](#). That should make for some fun times on campus. I will be enjoying the Atlantic Ocean in St. Augustine, Florida. Y'all have fun and be safe! God bless each one of you is my prayer, and as always, GO TIGERS!

### Upcoming Meeting

- September 12, 2017
- 10:30AM
- Madren Conference Center

*Any Clemson faculty member, staff or student is invited to attend and/or participate during the "Open Commentary" section at the start of the monthly meetings.*



### Successful Kronos v8 Upgrade

Recently the University successfully upgraded to Kronos v8, a system that is Java-free. Kronos users can click [here](#) to access training.

Contact Ask-HR/864-656-2000 for assistance.



# Upcoming Professional and Personal Development Opportunities!

## Eclipse Book Display and Viewing Event: Cooper Library

A total eclipse will occur on Monday August 21st and you can view along with a few thousand of your friends at the *Eclipse Over Clemson* viewing party, which will be located on the Library Commons.

In anticipation, Cooper has curated an Eclipse Book Display. On display you will find nonfiction books on eclipses and NASA, as well as fiction centered on space and interplanetary travel. The display will be up throughout the month of August, so come by and check it out.



## CCIT - Free Software Training:

For Custom Classes contact [ithelp@clemson.edu](mailto:ithelp@clemson.edu) and put "Training Request" in the subject line!



## SC Certificate of Native Plants: Basic Botany (Core Course)

This introductory botany course provides a foundation of knowledge and a working vocabulary for all other courses in the South Carolina Certificate of Native Plants. Through classroom lectures and fun hands-on activities explore the basics of plants — their classification, structure, functions, life cycles, and reproductive strategies. Class is team taught by Jeff Beacham and Kate Farrah.



The class will be held at the Hayden Conference Center in the South Carolina Botanical Garden. Pack a lunch and plan to eat on the grounds. Basic Botany is a pre-requisite for all the classes in the certificate.

- Saturday, August 26 at 9:00am to 5:00pm
- Cost: \$80 (10% discount SCNP members and SCBG Friends)

## Do you need to get some lunchtime steps in? Why not visit this Clemson art exhibit?

### Lee Gallery

Drifters Project: By Pam Longobardi, focuses on the importance of striking a sustainable balance between nature and the current global consumer culture.

- *Aug. 21-Sept. 27*
- *M-TH, 9 a.m.-4:30 p.m.*
- *Artist Talk: Aug. 25, 5:30 p.m.*
- *Exhibit Reception: Aug. 25, 6:30-7:30 p.m.*



# The Clemson Community: Tigers helping Tigers



*tigers for babies*

march  of dimes<sup>®</sup>

A FIGHTING CHANCE FOR EVERY BABY™

November 19th

5k run @ 2 pm

followed by an Awards Tailgate  
sponsored by The Esso Club

.....

[www.itsabouttime.run/tigersforbabies](http://www.itsabouttime.run/tigersforbabies)

**Support our Baby Tigers:** If you like to run, or walk, or you enjoy babies, or have had babies or if you ever WERE a baby, you can help the Clemson Family support our future Tigers by attending the “Tigers for Babies” March of Dimes 5K run and Tailgate Party! Our own Tiger Mom/First Lady, Beth Clements will be serving as the Honorary Chair.

For more information click [HERE](#).

**Staff  
Senate**



**Food  
Drive**

**Support our Growing Tigers:** This year Staff Senate will be contributing to Golden Harvest's Pantry Pack program, which provides local Middle and High Schoolers with a steady supply of weekend food and basic hygiene products. It is vital to fill these “weekend meal gaps”, as it is crucial that



these children have proper nutrition as they head into higher education and into the workforce as well. You can provide a local teen with a weekly supply of weekend food and basic products for their hygiene needs for \$8/month. Staff Senate’s goal for this year is \$2,500!

Please visit the following link to explore our campaign page and begin making your donations today! [Information and Donation Link](#)



## New Senator Spotlight



**Name:** Dan Lewis

**Position/Department:** Systems Programmer/CCIT Software Development

**What is your role in the department:** As a member of the mobile team, I contribute to the development of mobile apps for the University

**How long have you been with Clemson:** 5 years

**Why did you choose to be a Staff Senator:**

To facilitate communication between staff and the administration to effect positive change for my colleagues.

**How do you spend your time when you're not working:** I enjoy spending time with my family.

**What might someone be surprised to know about you:** I was once fluent in French and conversational in American Sign Language.

**What is your favorite off-campus place for lunch:** Bake & Cook Thai Restaurant is fantastic.

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## Food for Thought

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**Tom Ward: CU Ombudsman**

### *Being a Good Workplace Consumer*

Most folks would probably rather have hot bamboo shoved under their fingernails than read bureaucratic policies. Ok, fair enough...until clarification is needed over workplace expectations. Then, policies matter.

Clemson University has established policies in numerous areas that govern its operations. Many are state level and campus-wide while others apply to specific work areas. Not all policies apply to all employees, but some, like the personnel policies, apply across the board. Who is not impacted by personnel policies and correlating procedures? Employees are expected to be aware of and comply with these policies since they govern the workplace. On the flip side, Clemson is expected to develop, update and communicate its policies in a timely manner to all its employees to insure employees are aware.

So, how does this get consistently accomplished over time? No small task. Three important hallmarks of good practice in dealing with policy development and/or revision include process, involvement and transparency.

The process an organization uses to develop, revise and communicate its policies not only influences the quality of the policy itself, but also the level of awareness and engagement the workforce has with that policy. Are those who will be impacted by this policy involved or represented at an appropriate level in the development and revision of that policy? How consistent and transparent is the process for developing and revising policies? How are decisions made about who is responsible for the oversight and enforcement of the policy? How do policies and revisions

get communicated to those impacted by that policy? Just a few important and relevant questions.

Staff need to know where policies are located so that they can reference them as needed. In days of old that meant big notebooks located in offices all across campus, and volumes of paper moving around. It was an ongoing challenge to insure the notebooks were complete and up to date. The Internet is a gift in this area. Clemson now references campus policies for Faculty/Staff on its [University Policies](#) webpage. [Personnel policies and procedures](#) are referenced there as well and housed on the Human Resource web site. Staff can also find the [Policy Change Log](#) on the Human Resource website which provides detail on updates to all personnel policies. The change log is set up alphabetically so pay close attention to the dates to determine the most recent changes.

It is not only expected that staff stay current, but it is in their vested interest to do so. It's about being a good workplace consumer.

Food for thought.



*The Staff Ombudsman is a designated neutral and confidential resource available to all staff who may want to privately discuss concerns they encounter in the workplace in order to explore options available for addressing concerns. The University Ombuds office recently relocated and is now located at 333 Old Greenville Highway (across from the Clemson Presbyterian Church).*

For further information: [www.clemson.edu/ombudsman](http://www.clemson.edu/ombudsman).