The President’s Report

We are winding down another fall semester here at Clemson University. It’s hard to believe that the last graduation of 2017 is next week. Congratulations to all of the staff graduating!

We have lots going on in the Staff Senate. Please take the time to read through the newsletter to see what’s happening. We hope that you will take the time to share your concerns and ideas with us. Please send your concerns and ideas to staffsenate-L@clemson.edu.

Congratulations to the Staff Senate! We were the second highest fundraising team at Clemson University for the March of Dimes Tigers for Babies campaign!

It certainly is the most wonderful time of the year! Merry Christmas and Happy New Year! I wish you and yours the best of everything now and in the coming year!

Highlights from the December Staff Senate Meeting Minutes

Special Order of the Day - Kristi Bussell: Suicide is a very real concern for many people in this country. To find out more about how we can help prevent suicide at Clemson and in our greater community, click here.

Policy and Welfare - (JoAnna Floyd): Two topics that were reported on include:

- Do you have questions or comments about Clemson’s Hiring Policies and Procedures? Contact your Staff Senator so that they can share them with HR during the January P&W Committee meeting!
- A reminder about Current Employee Perks and Benefits

University Committees

- The President’s LGBTQ Commission and Clemson Athletics teamed up to create You Can Play...a video that supports the goal of making Clemson a welcoming and inclusive place for everyone.

Announcements: Don’t forget to send in your nominations for the Martin Luther King Jr. Awards for Excellence in Service for students, faculty, staff and community members in the following areas:

- Service to Clemson University or the surrounding community.
- Advocacy for social or environmental justice.
- Service above and beyond direct employment.
The Staff Senate Policy and Welfare Committee is comprised of a diverse group of staff senators dedicated to supporting Clemson staff members. We serve as the voice for all staff to any university unit that is responsible for creating policies and procedures that affect staff.

The Policy and Welfare Committee has conveyed the concerns and feedback of individual staff members as a representative, collective voice to positively impact the following initiatives:

**Employee Tuition Assistance Program**

The Staff Senate Policy and Welfare committee shared your concerns regarding proposed changes to the Employee Tuition Assistance Program. Now, the program provides a full waiver to eligible employees for graduate and undergraduate courses for up to six credit hours per term, with no wait lists.

**Clemson Lactation Network**

Clemson University promotes a family-friendly work and study environment for mothers and their infants. As a part of Clemson’s goal to provide employees, student workers and students with work-life balance, the University strives to offer clean, private space for new mothers to nurse and express breastmilk at flexible times. The Clemson Lactation Network is a combination of the following:

- Dedicated wellness/lactation rooms
- Public spaces where one might be able to express milk
- Reservable spaces to express milk (e.g., conference rooms)
- Space volunteered by individuals

*Clemson University now has several dedicated wellness/lactation rooms available!*

**Employee Computer Purchase Plan**

The Employee Computer Purchase Plan rolled out in January 2017 enables employees to purchase a computer from the Clemson Computer Store between $700 and $2,500 with 10% down and the remaining balance met with a semi-monthly payroll deduction. Qualifying items are laptops, desktops, and select tablets. Computer accessories may be added to the hardware purchase, but accessories are not eligible as a sole transaction.

**Holiday Calendar**

Since 2008, the Policy and Welfare Committee has been working to revise the Holiday Calendar to recognize Memorial and Labor Day. A decision was approved in 2017 and starting in 2018, Spring Break will be removed and Memorial Day will be recognized as an official staff holiday.

**Position Categories Guidance for Faculty and Staff**

The Policy and Welfare Committee voiced concerns from employees in time-limited positions (TLP) and temporary grant positions (TGP) regarding the need for clarification about the benefits that are afforded each type of position. Human Resources subsequently released Position Categories Guidance for Faculty and Staff.

**Supervisor Training Series**

The Policy and Welfare Committee is a key stakeholder to provide feedback and suggestions for improvements to Clemson’s Supervisor Training Series.

**Contact Us**

Our committee members do more than just serve on the Policy and Welfare Committee – we work to improve conditions for the entire Clemson family by serving on a variety of different committees and task forces.

Share your voice at StaffSenate-L@clemson.edu
What's Blooming Now?

**Vaccinium tenellum**
small black blueberry

**DESCRIPTION:** A small native blueberry shrub found in dry woods and pine barrens. White, cylindrical flowers are followed by small shiny black fruits, which are edible but not of desired culinary value. Fall foliage is attractive and reddish. Good drought resistant landscape shrub.

**WHERE TO SEE IT:** Along the Natural Heritage Trail (near the Longleaf Pine Savanna)

**Cyclamen hederifolium**
ivy leaved cyclamen

**DESCRIPTION:** *Cyclamen hederifolium* is a perennial which is beautiful when massed. Flowers appear in the fall when most plants have finished blooming. The ivy-shaped foliage lasts into the spring as a beautiful ground cover. Native to the Mediterranean, it is produced from a tuber, and very long lived.

**WHERE TO SEE IT:** Cadet Life Garden area

**Ilex cassine**
dahoon

**DESCRIPTION:** This fast-growing native holly is a great small tree/large shrub. Evergreen leaves are oblong and a glossy medium-green. Female plants bear clusters of bright red berries (following inconspicuous white flowers) that provide winter interest and are a wildlife food source. Performs best in moist soils in part shade to sun.

**WHERE TO SEE IT:** Maritime Forest

Need to walk off your extra holiday calories? Visit the Botanical Garden!
New Employee Tuition Assistance Program Tool Makes Planning Easier

The University’s Employee Tuition Assistance Program (ETAP) has an important new tool that will allow you to both calculate your advance withholdings for any ETAP-related tax liability and complete the advance withholding form required by the Payroll Office. Please follow the instructions below.

Easy as 1-2-3-4!

- **Step 1**: Click the Employee Tuition Assistance Program Calculator. (The calculator requires you to enter your employee ID and password and is accessible from the ETAP website.)
- **Step 2**: Complete all fillable portions of the calculator.
- **Step 3**: Click ‘Generate ETAP Withholding Agreement’.
- **Step 4**: Print and sign the agreement and email it to payroll@clemson.edu

Spring 2018 Master Gardener Training Course

**Pickens/Oconee/Anderson**

**2018 OPEN REGISTRATION NOW AVAILABLE!**

The Clemson Extension Master Gardener Program trains, selects, and utilizes knowledgeable volunteers to facilitate the educational work of the local Urban Horticulture Agent, by delivering researched-based information to citizens of the state. In order to earn SC Master Gardener certification, you will need to complete the training course and provide 40 hours of volunteer service. For more information, click [here](#)
Meet more of your Senators!

New Senator Spotlight

Name: Beth Perry
Position/Department: Procurement Specialist II, Procurement and Business Services

What is your role in the department: I manage the Clemson and State contracts for MRO Equipment and Supplies, Electrical Supplies, Custodial, Carpeting, Flooring and Labor Contracts.

How long have you been with Clemson: Since November 1, 2016.

Why did you choose to be a Staff Senator: I manage the Clemson and State contracts for MRO Equipment and Supplies, Electrical Supplies, Custodial, Carpeting, Flooring and Labor Contracts.

How do you spend your time when you’re not working: Either gardening or outdoor activities with my grandchildren.

What might someone be surprised to know about you: That I lived & worked on the Coast with my Family’s Commercial Fishing Business that is now a Marine Construction Business. And, the age of my Children.

What is your favorite off-campus place for lunch: Anywhere with outdoor seating.

New Senator Spotlight

Name: Dionne C Holt
Position/Department: University Housing & Dining, Administrative Coordinator

What is your role in the department: Frontline for the Assistant VPSA & Executive Director of University Housing & Dining. Helping to ensure our students and parents needs are being met to the best of our ability.

How long have you been with Clemson: 9 years.

Why did you choose to be a Staff Senator: I thought it would be a great way to learn more about Clemson and to get involved with other Departments to make a difference.

How do you spend your time when you’re not working: Working with youth and young adult athletes to develop a solid foundation as an individual not just as an athlete. Providing guiding principles on what it takes to be a moral and productive citizen in this world with the social media platforms being so prevalent.

What might someone be surprised to know about you: My passion is theater. I have been acting since I was eight years old even traveling to Ireland and the Bahamas as part of a theater company.

What is your favorite off-campus place for lunch: Jersey Mike’s for a chipotle cheese steak wrap.

Want to get involved? Consider becoming a Senator!

Senators are elected to represent staff. The goal is to be the link between staff and decision-making University administrators. Senate meeting summaries are the primary means of communicating Senate issues and actions to the staff.

Elections shall be held in March of each year for the Senator positions whose terms have expired and for any vacant Senator positions. The terms of office shall begin with the May meeting of the Senate.

If you’d like a “preview” of what we do, come visit one of our Staff Senate Meetings!

Upcoming Meeting
January 9, 2018
10:30 a.m.
Madren Conference Center
Food for Thought

The Responsibility of Power

Tom Ward, Staff Ombuds

Daily headlines bombard us with concerning stories about those in positions of power harassing, abusing and taking advantage of those less powerful. Is this a new dynamic? No, but we may be at a tipping point about speaking out and confronting inappropriate conduct. It has certainly been a long train coming.

The overt abuses of power, such as threats or “quid-pro-quo” to get someone else to do something they prefer not to do, has potentially new and higher consequences than before the #MeToo movement exploded into our collective consciousness. Where there had previously been little accountability for those in positions of power who take advantage of those less powerful, as Bob Dylan wrote, “the times, they are a changing.” We are taking steps in the right direction.

This is an excellent opportunity for self-reflection about how each of us exercises various forms of power we may have at our disposal. How do we become more conscientious about appropriate interactions and boundaries between ourselves and others in the workplace? How do we increase our understanding and commitment to influence of power/authority that may define a working relationship? How do we create and sustain a culture where abuses are called out and support is offered to those brave enough to speak out? Asking the questions is far easier than doing the hard work.

What if we each sought feedback about how others perceive us, particularly regarding the degree of respect others feel, or don’t feel, in their interactions with us? What if we discussed ways that interpersonal respect can be enhanced and recognized in our specific workplaces? The role of leadership in asking the hard questions and in maintaining a respectful environment and culture is significant. The example set from the top of organizations and work units tends to be a powerful influence in establishing and reinforcing the norms of a work environment. True and abiding respect is an antidote for the abuse of power.

With great power comes great responsibility. 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.

-----

Professional & Personal Development Opportunities!

CCIT - Free Software Training:
For Custom Classes contact ithelp@clemson.edu and put “Training Request” in the subject line!