

MINUTES

Date: June 8th, 2021

Time: 2:30 p.m.

Location: Microsoft Teams

Teams: [Digital Meeting Materials](#)

1. APPROVAL OF MINUTES:

- a. Faculty Senate Meeting Tuesday, May 11th, 2021

APPROVED

2. SPECIAL ORDERS

a. Mike Nebesky, Travel Policy

Mr. Nebesky gave a report on the past, present, and future of the Clemson University travel policy and fielded questions. Report attached.

3. REPORT

- a. Robert H. Jones, Executive Vice President for Academic Affairs & Provost
No Report.

b. Standing Committees

1. Finance and Infrastructure Committee; Chair Andrew Brown
No report.
2. Policy Committee; Chair Lauren Duffy
No report.
3. Research and Scholarship Committee; Chair Brian Powell
No report.
4. Scholastic Policies Committee; Chair Lindsay Shuller-Nickles
No report.
5. Welfare Committee; Chair Andrew Pyle (David Blakesley)
No report.

c. University Committees/Commissions

1. Committee on Committees; Chair Mary Beth Kurz
No report.
2. Faculty Representative to the Board of Trustees; Joe Ryan
No report.

3. President's Report
Report attached.

4. UNFINISHED BUSINESS

FSR 202102 Automatic Extension of Probationary Period due to Placement of Child
APPROVED by majority

5. NEW BUSINESS

ADJOURN

ANNOUNCEMENTS

1. Faculty Senate Advisory Committee Meeting: Tuesday, June 22nd, 2021, 2:30 p.m.
2. Faculty Senate Executive Committee Meeting: Tuesday, July 6th, 2021, 2:30 p.m.
3. Faculty Senate Meeting: Tuesday, July 13th, 2021, 2:30 p.m.

Thompson Mefford	Krista Oldham	Ravi Ravichandran	Mike Giebelhausen
R. Gordon Halfacre	Kristine Vernon	R. Karthi Karthikeyan	Brian Powell
Christopher Norfolk	Jeffrey Appling	V Sridharan	Mary Beth Kurz
John D. Griffin	Melinda Fischer	John M Lopes	Chelsea Waugaman
John Whitcomb	Matthew Turnbull	Yongqiang Wang	Amy Lawton-Rauh
Lauren Nicole Duffy	Jim Strickland	Edward Rock	Lindsay Shuller-Nickles
Angeline Close Scheinbaum	Michael Sears	John T Thames	Laurie Haughey
Elizabeth Baldwin	Liam Ohara	D. Andrew Brown	Brenda L Burk
Karen Kemper	C.J. Smith	Neil Calkin	Linda Li-Bleuel
Feng Luo	Juan C Melgar	David Blakesley	Berinthia Allison
Alyssa Christine Davis	Dave Lamie	Hugo Sanabria	
Kelsey Wylie	Michael Nebesky	Bridget G Trogden	



Travel Update

June 8, 2021



Outline

- Travel pre-COVID-19
- Travel during COVID-19
- Travel at Clemson – the Future



Travel Pre-COVID-19

	FY16	FY17	FY18	FY19	AVERAGE	PERCENT SPEND
AIR	\$ 3,564,227	\$ 3,776,373	\$ 4,598,784	\$ 5,122,458	\$ 4,265,461	30%
RENTALS	\$ 387,961	\$ 471,695	\$ 547,913	\$ 503,365	\$ 477,734	3%
LODGING	\$ 3,385,875	\$ 3,786,404	\$ 4,077,097	\$ 4,182,632	\$ 3,858,002	27%
MEALS	\$ 983,191	\$ 993,450	\$ 1,089,226	\$ 1,130,433	\$ 1,049,075	7%
MILEAGE	\$ 1,787,209	\$ 1,719,397	\$ 1,794,596	\$ 1,891,855	\$ 1,798,264	13%
OTHER	\$ 649,650	\$ 671,889	\$ 670,617	\$ 756,687	\$ 687,211	5%
REGISTRATION	\$ 1,831,592	\$ 1,899,882	\$ 2,034,114	\$ 2,189,959	\$ 1,988,887	14%
EMPLOYEE TRAVEL	\$ 12,589,705	\$ 13,319,090	\$ 14,812,346	\$ 15,777,419	\$ 14,124,640	100%

- Travel restricted by **State law** – per-diem limits and no travel card
- Preferred **Travel Management Company (TMC)** – Christopherson Business Travel
- Pre-approval for International Travel only

COVID-19 Travel Restrictions

- Many lessons learned about travel when COVID-19 hit
- High Risk Travel Policy put in place March 2020 –
essential travel only
 - International Travel – requires approval through OGE
 - Domestic Travel – requires approval by Dean/VP
- Required the Use of TMC for ALL travel
 - Duty of Care – know locations and status of our travelers
 - Ticket Credits – can be more easily managed



COVID-19 Travel Restrictions - Current

- High Risk Travel policy and procedures **still in place**
- Minor changes:
 - Undergrad students now may **possibly** travel international if approved
 - Domestic **requires department approval** – no longer Dean/VP
- Required use of TMC **still in place** – clarified for travel with airfare only
- One exception added – using **airline credits from last year**, traveler can go directly to airline and then share itinerary
- Using Christopherson
 - **Online tool** and \$9 fee (*or agent supported for \$26 fee*)
 - Same flights in GDS (incl Southwest) as other sites or airlines direct
 - Can book preferred airlines, get frequent flyer credit, etc...

Travel at Clemson – The Future

- Efficient, budgeted, reportable & auditable fully integrated travel program coming in 2022
- Why?
 - Reduce risk - **Duty of care** for international and domestic travel
 - Improve Customer Service – **Recruiting/Visitors/Guests** reimbursement
 - Drive Compliancy – with travel policy as well as **grant and export control requirements**
 - Faster reimbursements - removes manual processing of reimbursements
 - Accurate and aggregated metrics leads to university rates and loyalty programs
 - Financial –contracts, spend leakage, and **policy adherence**



Duty of Care/Risk Management

CHRISTOPHERSON
 CBTravel.com | Vacation Travel | FEEDBACK | FAQs | AirPortal®
 BUSINESS TRAVEL
 Travel Manager

AirPortal 360™ My Travel
 AirPortal 360™ SecurityLogic®

SecurityLogic® Detailed Map
 Global Medical Services

Travelers Check-Ins Overlays Zoom Map Legend

Global Alerts 8 Countrywide Alerts 1

Google

All Travelers Currently Traveling All Locations All Airlines

Search for Travelers Within 10 Miles All Flights

54 Travelers 54 Locations

Download CSV Download PDF Notify Travelers Manage Columns View 1 - 54 of 54

First Name	Last Name	Departure Date	Location	Itinerary	Airport Delays	Alerts A
Jason	Powell	October 17, 2014	Sao Paulo, BR (GRU)	View Itinerary	No delays.	No Alert
Angel	Abbott	November 1, 2014	Nagoya, JP (NGO)	View Itinerary	No delays.	Alert D
Levi	Cannon	November 2, 2014	2271 S Washington Blvd Ogden UT 84401	View Itinerary	No delays.	No Alert
Madison	Wagner	October 30, 2014	131 Buell Avenue Cheektowaga NY 14225	View Itinerary	No delays.	No Alert
Dylan	Cline	October 30, 2014	131 Buell Avenue Cheektowaga NY 14225	View Itinerary	No delays.	No Alert
Kyle	Atkinson	November 1, 2014	1955 San Diego Avenue San Diego CA 92110	View Itinerary	No delays.	Alert
Julian	Cox	October 31, 2014	88 Spring St Portland ME 04101	View Itinerary	No delays.	No Alert

Verizon 11:16 AM 25%

Inbox (4)

Safety Check Request
 December 30, 2014 at 10:58 AM

CHRISTOPHERSON
 BUSINESS TRAVEL

Phone: 801-327-7700
 After Hours: 888-312-0985

Please let us know if you are ok.

I'm safe

I need assistance

Carrier 2:58 PM

SecurityLogic® (39)

Countrywide Alerts: 29

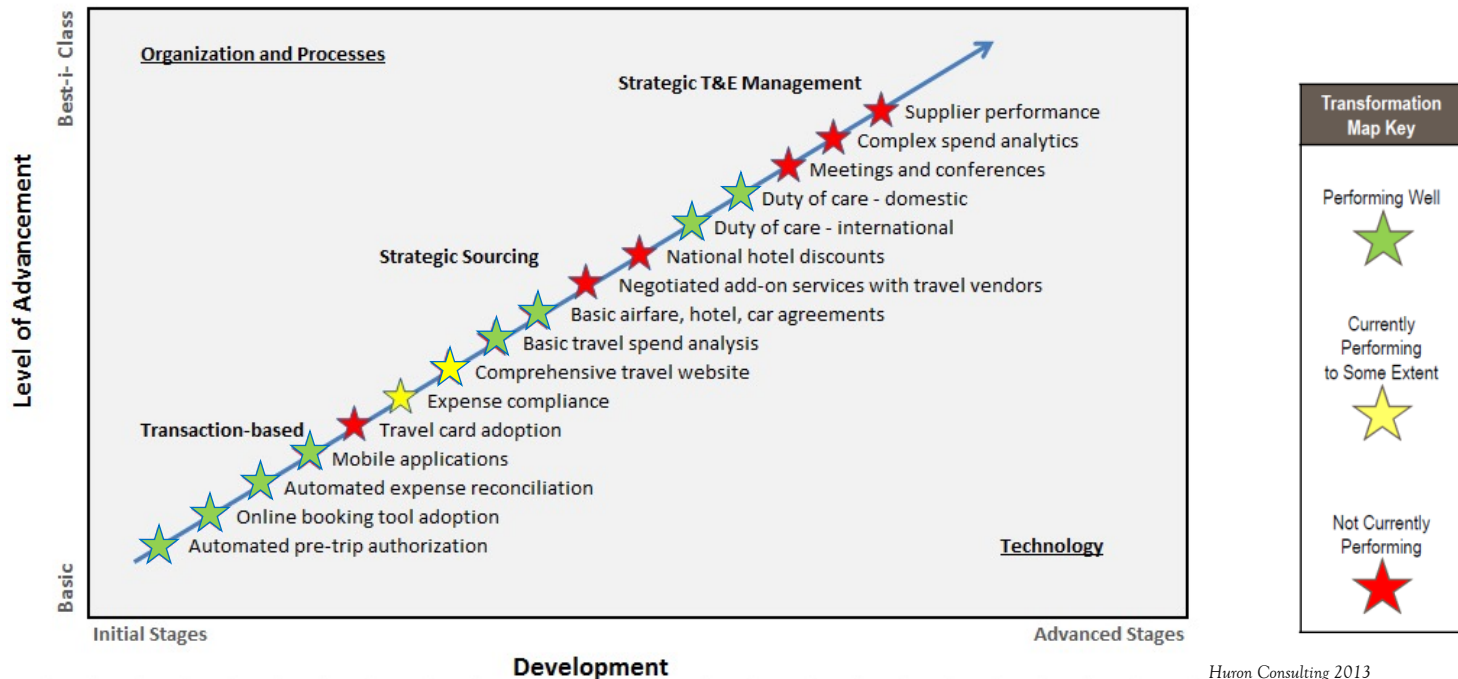
2 Travelers
 Tampa, US (TPA)

Legal
 SecurityLogic® AirItinerary® ProfileLogic® PolicyLogic® Contacts

SOUTH CAROLINA
 1889

What's Next

- Hired Huron Consulting to help implement new program
- Planning just beginning – interviewing stakeholders
- Need testers and travelers to pilot the solution later this year
- Go Live in 2022



Questions?



Huron / Concur Implementations

- Since 2015 Concur has helped plan and implement Concur travel solutions at countless universities. The following are a few:
 - UC- San Diego
 - Univ of Colorado
 - Univ of Connecticut
 - Univ of Maryland
 - Penn State University
 - UC – Los Angeles
 - Univ of Tennessee
 - Univ of Southern California
 - Florida State University
 - Purdue University
 - Univ of Notre Dame
 - Univ of Pittsburgh
 - Univ of Oklahoma
 - Arizona State Univ
 - Princeton University



Good afternoon.

I will keep my comments brief and begin by thanking our committees and their respective chair for the hard work they have already put in. I look forward to hearing the findings and recommendations that you are developing. Please note that time can move fast, so please continue your efforts in earnest.

I realize that we are still operating in times of uncertainty, with much to be determined for what takes place in the fall. Please note, that the Senate has been engaged in these discussions and will continue to provide our feedback and guidance as plans are made.

Finally, I want to encourage all faculty to reach out to their lead senators. The Senate Advisory committee is an extremely valuable resource to better understand the issues that are effecting our faculty throughout the University.

With that, I conclude my report.

FACULTY SENATE RESOLUTION 202102

Policy Committee Approval: May 18, 2021
Faculty Senate Consideration: June 8, 2021

Topic: "Automatic Extension of Probationary Period due to Placement of Child"

Whereas, Clemson University makes provision for faculty participation in planning, policymaking, and decision-making with regard to academic matters; and

Whereas, the University also provides for such participation in matters of faculty welfare and general university concern; and

Whereas, the *Faculty Manual* (Chapter VC3bv(2)(a)) indicates policies regarding the extension of the probationary period; and

Whereas, Policy Committee Report 201914 concluded that changes to the *Faculty Manual* to clarify the wording that a probationary faculty member could be allowed up to two one-year automatic extensions even for a single instance of birth or placement of a child; and

Whereas, PCR201914 and its recommendations were accepted by the Faculty Senate on April 13th, 2021; and

Whereas, 9 amendments to the *Faculty Manual* must be made in order to effect the recommendations of PCR201914; it is

Resolved, that Chapter VC3bv(2)(a)(i) be amended to **insert** the words "For events including and related to the birth or placement of children in their immediate family," at the beginning of the sentence; and it is

Resolved, that Chapter VC3bv(2)(a)(i) be amended to **strike** the words, "receive up to two automatic one-year extensions of the tenure decision for the birth or placement of a child during their probationary period" and to **insert** the words, "make written requests to the department chair for postponements of the tenure decision, where each request is for a one-year extension of the probationary period."; and it is

1 **Resolved**, that Chapter VC3bv(2)(a)(i) be amended to **insert** the sentence,
2 "The first two such requests shall be automatically granted."; and it is

3
4 **Resolved**, that Chapter VC3bv(2)(a)(i) be amended to **strike** the word,
5 "however," and begin a new sentence; and it is

6
7 **Resolved**, that Chapter VC3bv(2)(a)(i) be amended to **strike** the words,
8 "to the department chair and granted upon" and **insert** the words, "but are
9 subject to", and to **strike** the word, "of" and **insert** the word "by".

10
11 *This resolution will become effective upon approval by the Clemson*
12 *University Executive Vice President for Academic Affairs and Provost and its*
13 *inclusion in the Faculty Manual (2021-2022).*

14
15 **Final Proposed Language:**

16 v. Modifications to the probationary period

17 (2) Extensions of the probationary period

18 (a) Birth or placement of a child

19
20 (i) **For events including and related to the birth or placement of**
21 **children in their immediate family, P**probationary faculty may
22 receive up to two automatic one-year extensions of the tenure
23 decision for the birth or placement of a child during their
24 probationary period; however, **make written requests to the**
25 **department chair for postponements of the tenure decision,**
26 **where each request is for a one-year extension of the**
27 **probationary period. The first two such requests shall be**
28 **automatically granted.** Additional written requests may be
29 submitted to the department chair and granted upon approval, **but**
30 **are subject to** approval of ~~of~~ **by** the department chair, TPR
31 committee, dean, and Provost.

32 (ii) These requests must be submitted to the department chair. If the
33 request for an extension is received between six months before and
34 one year after the date of birth or placement of a child, it is
35 automatically granted, with timely written notification to the
36 Provost and the probationary faculty member by the department
37 chair.