

MINUTES

COMMISSION ON CLASSIFIED STAFF AFFAIRS
December 10, 1985

Present: Pat Padgett, Mary Ann Eddy, Alice Allen, Gary Pringle, Marty Koldyke, Diane Haselton, Martin Fowler, Ray Thompson, Joyce Barrett, and Janet Olbon

Absent: Joyce McCormick, Paul Gable, Ron Herrin, Gary McCombs, and Tom Kasperek

Gary Pringle passed out a memorandum which the Commission received a copy of for information. The memorandum was from a group of part-time employees concerning the change in their pay rate.

He then called the meeting to order by asking for corrections or additions to the minutes. Diane Haselton entertained a motion that the Commission accept the revised October 1985 minutes. Alice Allen made the second, and the motion carried. Pat Padgett presented a motion that the November 12, 1985 minutes be accepted. This motion was seconded by Mary Ann Eddy. The motion carried. Revisions of the November 19, 1985, were discussed--several changes need to be made. These changes will be made and the minutes redistributed.

COMMITTEE REPORTS:

No one was present from the Policy Committee.

Diane Haselton, Communication, asked Gary Pringle about the activity report form and cover letter. Gary Pringle stated that this had been sent to Janet Olbon. Janet Olbon has sent it to Duplicating Services for distribution. Also, Diane Haselton passed out questions she had received for the Newsletter column. Those receiving questions are to write answers for them. Mr. Thompson was given

four questions. He will write drafts and give them to Pat Padgett, and she will discuss them with the Welfare Committee. There was a brief discussion of the other questions.

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

Pat Padgett stated a question that had been asked of her by an employee. He did not know who his Commission representative was. He suggested that another article be printed in the Newsletter listing the members of the Commission and what areas they represented and perhaps using pictures of these members. This was discussed briefly, but no action was taken.

Pat Padgett, Welfare Committee, asked if the Commission could review market researches of salaries and compensation studies. Mr. Thompson stated that he had some reservations about this. He and Pat Padgett discussed the pro's and con's of revealing this information. He stated that this responsibility lies in the Classification and Compensation unit of the Division of Human Resource Management in Columbia and the Clemson University Personnel Division. The Personnel Division will become more involved in these studies, when they refill the Classification and Compensation Manager position and fill the two newly approved positions in that unit. Mr. Thompson will give this further consideration.

ANNOUNCEMENTS:

Gary Pringle made the following announcements:

1. He mentioned a letter from the AAUP he had received a copy of regarding a proposal to establish a Sexual Harrassment Committee. He will send out copies with the minutes. Pat Padgett will draft a memorandum of endorsement from the Commission regarding the new committee on sexual harrassment.
2. Gary Pringle and Ray Thompson will be presenting the letter from the Commission to the President concerning Governor Riley's pay plan proposal, at the President's Council meeting December 13, 1985, at 3:00 p.m. Pat Padgett will also attend this meeting.
3. He informed the Commission that there will be a Faculty/Staff Meeting December 18, 1985, at 10:00 a.m. Gary Pringle will give a very brief *
report on what the Commission has been working on. Items were discussed as to what he should mention.

Martin Fowler made a motion that the meeting be adjourned. This motion was seconded.