

MINUTES
COMMISSION ON CLASSIFIED STAFF AFFAIRS
August 11, 1987

Present: Pat Padgett, Pat Seitz, Judith McNinch, Dixie Schmittou, John Clemens,
Hank Goodman, Gial Jameson, Paul Gable (for Mary Harvey), Betty Hubbard,
Ray Thompson, Mark Ford, Gary McCombs
Absent: Ron Herrin

The meeting was called to order by Pat Padgett at 10:00 a.m.

Minutes of the July meeting were approved as written.

Lynn Lesley, Wellness Coordinator, gave an overview of the Wellness Program together with new ideas designed to promote wellness consciousness.

Chairs and memberships in Standing Committees for FY88 have been established and rosters have been submitted to Commission members.

One question/answer article regarding harassment was approved as amended and submitted to Mark Ford for publication in the Newsletter.

There were no new letters to distribute to the Committees. There is one carry-forward correspondence from FY87 which has been sent to this year's Welfare Committee. The letter prepared by Gary McCombs regarding the hours Edgar's is open during student holidays, etc. will be mailed since it was approved at an earlier Commission meeting.

The Chairman of the Policy Committee will serve as the official CCSA representative on the Athletic Council. This year's representative is Betty Hubbard.

The following have been appointed to serve on an ad hoc committee to review the Commission's policies and procedures: John Clemens, Paul Gable, Diane Haselton, and Gail Jameson. John Clemens is to call the first meeting. The Executive Committee suggested five areas for review: the election process, alumni network development, selection process for presentations to university committees; member transfer of position, and streamline operations.

Ray Thompson reported on the visit Larry Ellis had on August 10th with the Cabinet. Although Mr. Ellis's objectives did not appear compatible with those of the Cabinet, Ray encouraged the staff to continue involvement with the SCSEA by contacting Frank Culp, the Pickens County representative, and invite him to talk with the Commission.

On August 25, President Lennon is scheduled to present the proposed pay package for the University to the Commission on Higher Education. In cooperation with the Faculty Senate's promotion of the fringe benefits package, a motion was made and approved that Pat Padgett present the three-point plan to the President for inclusion in this presentation. This plan includes longevity, merit, and fringe benefits (disability, retirement, education opportunities for direct dependents, leave policies).

The proposed agenda for FY88 was approved as presented. With regard to #2, Ray Thompson announced that the Employee Recognition Program banquet is scheduled for September 30, 1987.

University Committee Reports:

The Chair's Report will be submitted monthly by Pat Padgett and will include a summary of the Telecommunications, Facilities Planning, Joint City/University Advisory Committees, President's Cabinet and President's Council meetings.

The Athletic Council will meet in September.

No action on the Blue Light Alarm System Committee.

Pat Seitz, who attended the Traffic and Parking Committee meeting on July 23rd for Mary Ann Eddy, distributed a summary of that meeting for the Commission's review.

Pat Padgett asked that if any Commission member had a conflict with the meetings scheduled for the second Tuesday in each month, please contact her by August 14th. If the general consensus warrants, a new meeting time will be arranged.

The meeting was adjourned at 12:00 noon.

NOTE: The next Commission meeting is scheduled for Tuesday, September 8th, 10:00 a.m., 407 College of Nursing Building.

CLEMSON UNIVERSITY
College of Nursing

FY88 AGENDA

1. Review Personnel Division Studies
2. Employee Recognition Program
3. Employee Training Programs
4. Review of Procedure Guidelines for Staff Commission
5. Development of Alumni Network
6. Wellness Program
7. Pre-retirement Seminar Review
8. New Employee Orientation to Staff Commission
9. Proportionate Parking Fees
10. Fringe Benefits Program Review
11. Child Care Program
12. Pay Increase Program
13. Chair's Monthly Report
14. Improvement of Communications to Constituents

pmp
8-5-87

Approved by the Executive Committee 8-5-87. Items are not listed in order of priority.