COMMISSION ON CLASSIFIED STAFF AFFAIRS

Minutes - November 15, 1988 - 10 am

Present: John Clemens, Diane Lollis, Linda Brady, Dixie Schmitto, Mark Ford, Ruth Taylor, Hank Goodman, Roy Reid, Judi Nicks, Ann Duncan, Paula Henderson, Linda Cartee, Linda Rice, Gail Jameson, Judy McNinch, Charles Butts

Absent: Bonnie Dixon, Jackie Green, Cary Gaines, Mary Harvey, Mickey Lewis, Verna Howell, Ann Hughes, Bill Willis, Ray Thompson and Ron Herrin (ex officios)

Guests: Helen Arterburn, David Smith, Melvin Maw, Milton Leigh, Stan Barrett, Janice Rogers, Lynn Belding, Gladys Crawford

Chairman John Clemens called the meeting to order and requested a volunteer to take minutes in the absence of Diane Haselden, recorder. He also welcomed all guests to the meeting and stressed that our meetings are open to all classified staff.

It was unanimously moved to approve the minutes of the meeting on October 27.

Old Business

Wage and Compensation Program

A sheet concerning the wage and compensation program supported by the Commission was distributed. The items recommended are not in priority but come as a complete package. Dr. Lennon has seen these recommendations and agrees as well as Dr. Larson -- therefore this plan has backing of the administration. In fact, it has been mentioned that the state legislature may be thinking already of a similar plan. Hopefully there will be 5 - 7% money available.

This plan will be presented to the President's Cabinet on November 29; the Cabinet will also be presented with a copy of comments from classified staff members that appeared on the recent survey; this is valuable information as many of the comments were critical of administration and supervisors.

There was much discussion on reclassification; official rule is that to be reclassified, duties must be changed at least 20%; many times duties change but the reclassification is completely ignored.

Hopefully in January we can have Fran Massey or Juliette Dais at the Commission meeting. Each member is requested to poll their constituents and ask for concerns to be addressed.
It is a policy that positions up to Grade 20 can be re-classed without State Personnel permission.

Mr. Clemens reminded the Commission that he had met with Larry Ellis, Executive Director of South Carolina State Employees Association. When asked if members were interested in having Mr. Ellis meet with the Commission, it was a unanimous vote to invite him.

There is a possible plan underway to change the performance evaluation system. Mr. Thompson is working on this project. The Commission supports changing this system.

The suggestion was made to send a salary proposal report quarterly (bulletin type format) to classified staff. This is a possibility and will be discussed by the Communications Committee.

Child Care Center

It was stated that the Commission would be going against administration if a negative approach is taken. Dr. Lennon is very interested in our position on the Center. However, the study has missed the fact that many employees whom Commission represents cannot afford the suggested fees in the proposal. Therefore, we can accept, reject, or take with reservations.

It is feeling that the proposal represents a quality center but priced out of reach. Original concept was to benefit employees. The proposed hours are also out of reach for many employees.

If Center materializes, it was agreed that Commission should have a part on its Board of Directors if possible.

Pat Padgett stated that she has been contacted by Fringe Benefits office at USC -- they are interested in looking into child care as an employee benefit. The actual participants of their present child care system are not faculty and staff but mostly inner city employees. The proposed Center at Clemson would be viewed as in direct competition with local centers but this is not the case in Columbia because of the greater population.

After much discussion, the motion was made, seconded and approved as follows: The Commission is in favor of a University Day Care; however, in view of the poll results of the staff across campus, the Commission can not endorse this Day Care proposal because of the price level and off-campus location. There were twelve votes in favor, one opposed, and one abstaining.
Commission Scholarship Program

This subject has been discussed with Dr. Lennon and Dr. Larson and has also been discussed in a Trustee meeting. Mr. Clemens has met with Foundation representative as well. The administration opposed the idea initially. Scholarships are usually awarded to best students first regardless of need. Dr. Lennon endorsed the "need" concept for children and grandchildren of classified staff. The plan is for employees to sign up for $1/pay check to be deducted for this program. Mickey Lewis will chair this committee, and volunteers to serve are requested.

There were no University Committee reports.

Announcements

The Tele-Communications Committee met and recommended to continue with the Essex phone system and commit for seven more years. IBM and AT&T also had proposals. Southern Bell has agreed to keep same fees for this period. This decision will be taken by Dr. Larson to the Vice Presidents' meeting.

The Sick Leave Bank guidelines are coming out in the near future.

Linda Brady will be leaving Clemson University; therefore the Executive Committee will be discussing her replacement.

The Commission will be meeting on Tuesday, December 13.

With no further business, the meeting adjourned.

Respectfully submitted,

Judith McNinch
Parliamentarian