

CLEMSON UNIVERSITY  
COMMISSION ON CLASSIFIED STAFF AFFAIRS

**Executive Committee Minutes**

April 30, 1990

Present: Judi Nicks, chair, Verna Howell, Bonnie Stevens for Welfare, Jana Mize and Ron Herrin.

The meeting was called to order at 3:10 pm.

Judi reported that resolution CSA11-3-90 regarding professional development activities for the staff had been presented to the Cabinet. There was some question that the wording implied mandatory funding vs an encouragement for funding. The Executive committee changed the wording to "Therefore be it resolved that each manager be encouraged to provide funding enabling employees to participate in professional development." Judi will work with Cathy Sams to communicate the resolution appropriately on campus.

A letter on telephone use policy was received. Verna will reply from the Policy committee with a copy of the Budget and Control Board's Use of State Government Telephone Services.

Judi said that she will write Gordon Halfacre, outgoing president of the Faculty Senate, thanking him for the support for the staff that the senate has shown this past year, in the resolution for merit pay, and including staff in their resolutions on evaluation of deans and department heads. She will also write Allen Dunn, the new Faculty Senate president.

There was some discussion about the ending of the April commission meeting and whether the minutes recorded the business that took place after Dianne Haselton left. The motion that Ray Thompson made will be reaffirmed at the May meeting.

Nominations for 1990-91 officers were discussed. Judi will not be at the May meeting and Vice Chair Ruth Taylor will preside. The floor will be opened and closed for nominations for chair, vice chair, parliamentarian, and treasurer. We are still hoping to hire a secretary for next year.

The location and agenda for the June 12th meeting were discussed. Recognition for outgoing members (plaques) will be given. We would like to have a luncheon afterward. Verna/ Bonnie will check on the Clemson House. Judi will get the date reserved on Dr. Lennon's calendar. Past chairpersons will be invited. (Additional idea: outgoing members could sit with their replacements, help get them oriented and turn over their notebooks.)

This led to discussion about the feasibility of having a social/drop-in for the vps and deans to give them a chance to hear about the Commission and talk to their employees who are members. Also, how to involve former members? These are possible agenda items for next year.

Verna reported from the Policy Committee:

1. The committee is requesting further study on the shift differential paid by area industry.
2. There has been some discussion about the direct deposit form; some employees fear it is a "blank check" to draft against employees checking accounts. Ron said that garnishment of wages is against the law in SC, that the wording is customary on all electronic deposit authorizations, that it is only used to recover funds when paycheck is overwritten.
3. There was some discussion about eligibility and selection for participants in the Minority Intern program.
4. Judi reported that both John Newton and Leah Garrett are checking on possible legislation about smoking restrictions; otherwise, there has been no further action on the policy at the University.
5. Judi will remind the Faculty Senate about the Commission's resolution about staff representation on search committees.
6. There was discussion about the timeliness of the reminders of the training sessions. The Commission members are receiving them only a few days before the sessions which is not enough time to communicate the information to co-workers. If the deans are also getting them this late, then they could not publicize them either. Three weeks lead time was suggested.

Bonnie reported that she and Pat Padgett had worked to get the Parking forum organized. She brought a copy of the flyer with her. We had 3500 printed, enough for staff and faculty. The cost was \$150. There was no further information from the Welfare committee.

There was no representative from the Communications committee.

Judi asked Jana to give a financial report at the May meeting.

We saved the parking forum for last. Concern was expressed that while enforcement was well represented, no one from Business and Finance would be there to answer questions regarding funding and assistance from E&G. Judi will compile and type the questions and get them to the panelists. Any regarding funding she will send to David Larson to respond to in writing or through a representative. Bonnie will get tables and mikes. Judi will get either Ann Duncan or Verna to welcome everyone and introduce Harry Durham. Neither Judi nor Ruth will be in town that day.