Clemson University
Commission on Classified Staff Affairs
Minutes
July 14, 1992


Absent: Pam Durham, Ron Herrin, Jo Abernathy, Teresa Kelley, Fran Massey, David Mulberger, Judy Pilgrim, Kathey Ricketts, Linda Gable, Dick Simmons, Michael Simmons, Cecil McCaskill, Ray Thompson.

From the Chair: Sandy opened the meeting and thanked Lynn Belding for arranging to have the meeting in Vickery Hall. Jane Knapp from the Office of Human Resources was introduced as the July guest speaker. Sandy turned the program over to Jane.

Guest Speaker: Jane Knapp explained to the Commission how important it is that CU employees have information regarding Sexual Harassment. President Lennon has charged the Office of Human Resources to play an active role in a sexual harassment program. The Office of Human Resources also handles scholarships, grievances, affirmative action, desegregation, etc.

Sexual Harassment generally falls into two categories:
1) Quid Pro Quo - "this for that" - a promise of advancement may be offered in return for sexual favors. 2) Hostile environment - involving sexual activity - is more difficult to define. This is sexual activity that is not welcome and interferes with the work environment.

Sexual Harassment begins when the victim says "stop" and is based on power and authority.
There are many myths that surround sexual harassment:

1. It is will stop if I ignore it.
2. The victim prompts the behavior by certain clothing.
3. People who object are prudes.
4. It only happens to women.

Employees who experience sexual harassment may report the matter to the Office of Human Resources and/or file a grievance with the University and/or the EEOC. Clemson has 3 – 4 reported cases per year.

Questions from the Floor:

1. Are there declarations on calendars, etc. in the office area? Yes.

2. What about people who are, by nature, innocent touching kinds of people? Jane suggests that employees be very careful about any form of touching.

3. It is a printed rule or regulation that the harassment starts when the victim says "STOP" (in other words, victim must say STOP to the abuser)? No.

4. Does the policy extend to students? Yes.

5. Can male students report it as a third party if they observe the behavior and are uncomfortable? Yes.

6. Is there a chance of retaliation to the victim? Yes, there is a chance of retaliation in these cases – the office of Human Resources does everything possible to work through these situations and protect the victim.

8. Please clarify this situation - if a female in a higher authority singles out males for promotions, etc. and tends to give a hard time only to females, what is that? Gender discrimination.

9. Why was the case cited regarding the student who was grabbed and kissed by a male staff member not regarded as sexual harassment? Because it was not a repetitive behavior.

10. Does tenure have anything to do with a faculty member being protected from CU policies such as sexual harassment? No.

11. What about offensive t-shirts worn by students? Jane did not have a ready reply to this. This issue would be a tough one to monitor and decide what is appropriate and what is not.

From the Chair:

Sandy asked for any corrections or changes to the minutes. A wording change was made under the Joint City University report. Diane Jones was incorrectly marked absent. With these changes, the minutes were approved.

Sandy announced that Commission members would be listed in the fall campus directory. Almeda Jacks VP for Student Affairs has requested a group studying parking and Bill Barrons' informal group will combine with this group to look at parking issues. VP Jacks would also like to revive the issue of child care on campus. A forum has been scheduled for employees in the area of Student Affairs, scheduled by VP Jacks, as suggested in the Strategic Planning document.

Committee Reports:
Policy Welfare Committee - Lynn Belding reported. The committee met on June 23 and established an agenda for the year consisting of the following:

2. Leave Pool questions 5. Educational
3. Health issues 6. Child Care
The committee is working on a response to the employee with a concern about re-classifications. A long discussion was held on parking issues. Business and Finance submitted a survey regarding split paychecks. Please submit questions regarding the leave pool to Lynn. A question was raised about sharing the letters received by the Commission so that representatives know what issues are being studied and the responses? These will be announced at the full meetings with names remaining confidential.

Communications Committee - Jo Abernathy absent. Sandy Smith - no report.

Scholarship Committee - Ben Morton reported. A meeting was held with Development on July 9, 1992. A new contract is being written regarding the Scholarship Fund. Ben will give a presentation at the September meeting and will come to the Commission seeking approval and asking for contributions. Ruth Taylor asked if we'll announce the changes and if we could have an open forum for employees to explain the Scholarship Fund.

Budget Report - Lynn Reeves reported that we ended the year with $42,480.

Patsy Sowell announced that Robbie Nicholson was elected the Chair of the Clemson Chapter of the SCSEA. It is suggested that we add a report from the SCSEA to our regular reports since Robbie is a representative for the Commission. It was also announced that Representative Kay Long delivered a daughter Mary Summer Long. Congratulations to Kay!

University Committees
Traffic and Parking: Stanlee reported that the committee did not meet. The committee headed up by former Faculty Senate President Luedeman was appointed by President Lennon to address all the old issues of parking including funding by auxiliary services. A question was raised about off campus people paying the same fee as on-campus employees. Sandy asked the Commission to provide full support to Stanlee in his efforts to serve as a representative on this committee.
Accident Review Board - Kathey Ricketts absent.

Strategic Planning - Ruth Taylor reported a meeting concerning Total Quality Management will be held on July 22 at 11am in the Strom Thurmond Institute. Guest Speaker John Waddoups from Motorola will speak on the "Six Sigma" concept. All Commission representatives are urged to attend.

Joint City/University - Cecil McCaskill on vacation. Sandy attended the meeting and reported that the group is not very active in the summer. A study is being conducted to look at centralizing travel plans. There is some interest in the cost reduction but employees want flexibility as well. The committee will visit Blacksburg, Virginia to look at their joint services.

Facilities Planning - Melanie Waters - no report.

Athletic Council - Patsy Sowell reported - the committee worked on assignments for the year. A special meeting was called regarding the ACC and Gordy situation. Patsy will provide a copy of the letter from the ACC. Patsy is serving on the campus relations subcommittee of the Athletic Council. This group hopes to develop a better relationship between campus and athletic department. Please give Patsy questions or concerns.

Recreation Advisory - Phil Howard reported no meeting.

President's Cabinet - Sandy Smith reported that a brief meeting was held. Dr. Lennon spoke of international relationships with other universities. Dave Thomas, CEO of Wendy's, will receive an honorary degree at August graduation. CHE released figures on graduation rates of all students - Clemson ranked #2 with 38% graduation rate and Citadel ranked #1.

Southern Bell - Kathy Hunter reported that 911 installation will be in place by fall 1992. Watch for posted information. The cable plan is on hold due to a protest.

Centennial Committee - Dewey Barefield absent.

Old Business - Sandy asked the Commission to endorse the report written by the Committee to Promote the Clemson Experience. Lynn Belding served as our representative to follow up on the movement of that report.

New Business - Ruth Taylor suggested that we change the official name of the Commission from the "Commission on Classified Staff Affairs" to the "Classified Staff Commission".
The members are asked to take this under advisement.

The guests from the City/University group will not attend the next full Commission meeting since a trip is scheduled to visit Blacksburg.

Recorded by Teri Alexander.

NEXT MEETING - Tuesday, August 11, 1992 - 10:00 a.m. Student Senate Chambers. Ron Alexander will give a presentation on the Wellness Program.