

**CLEMSON UNIVERSITY
CLASSIFIED STAFF COMMISSION
EXECUTIVE COMMITTEE MINUTES
Monday, October 26, 1992**

Present: Sandy Smith, Ben Morton, Phil Howard, Teri Alexander, Patsy Sowell, Dick Simmons, Jo Abernathy, Cecil McCaskill, Alan Godfrey (for Lynn Reeves).

Absent: Lynn Belding, Ron Herrin, Ray Thompson, Fran Massey

From the Chair:

Corrections to the minutes were made and approved.

Sandy has been approached by Cathey Sturkee, Secretary to the Faculty Senate, to submit a list of names of both faculty and staff who are interested in serving on a commission for women's issues. Sandy submitted a list of names.

In President's Cabinet, Dr. Wise announced that \$1 million has been set aside from employees to reduce the deficit. This money is not enough to cover the entire deficit and the department is looking at RIF's. Sandy has received many phone calls. Employees are concerned and want to know how the target area will be selected and who will select.

Committee Reports:

Welfare/Policy - Sandy reported for Lynn Belding. The Committee is very concerned about the possibility of RIF's. The Committee is also very glad to see that classified staff were selected to serve on the committee (looking at budget, RIF's etc). A question was raised concerning the possibility that classified staff become involved in the discussion for positions to target, etc. It is not sure that classified staff can be involved but might be able to submit input to the committee or the department.

Communications - JoAnn Abernathy was contacted by Beth Jarrard of Inside Clemson. Beth is asking for our support in receiving funding to send the Inside Clemson to off campus employees. The

group feels that the Commission should draft a resolution to President Lennon expressing our concern and our suggestions.

The Benefits Fair is approaching. JoAnn asked for a volunteer to help with the backdrop. Ben Morton and Dick Simmons volunteered. JoAnn commented that the Commission needs to buy a permanent backdrop for booths or displays.

Sandy gave a big THANK YOU to the Communications Committee for the joint work with Inside Clemson on the special newsletter. Sandy also suggested that we contact Inside Clemson to provide tips on stress reduction for employees during these crucial times.

The next project is to publish the new brochure on tips for writing the Legislature.

Treasurer's Report - Alan reported that the the balance in the budget is \$3200.00 .

Scholarship - Ben reported that the endowment is being transferred. The December Workshop on How to Apply for Scholarships is set. This workshop is sponsored by Financial Aid and the Classified Staff Commission. It is scheduled for December 9, 1992 at 3:30pm in Vickery Auditorium.

Old Business - Sandy reported that Diane Donald will be serving as the representative on the Wellness Committee with Ron Alexander. Sandy asked for a report from Phil Howard on child care. Other groups on campus are pursuing this issue and putting information together. Sandy asked what more we as the Commission can do concerning the budget situation. After much discussion, the Executive Commission decided that sharing information with staff as early as possible is crucial!

New Business - **NEXT MEETING is November 30 not 29 as listed.** Cecil McCaskill asked a question about replacing alternates. Cecil was referred to Kay Long, Chair of the Ad-Hoc Election Committee. The question was also raised what occurs if a classified staff member has a faculty spouse and wants to apply for the Scholarship Fund. There is no stipulation that the dependent cannot apply.

Adjourned at 3:45 p.m.

Recorded by Teri Alexander.

NEXT MEETING - Monday, November 30, 1992 - 2:15pm
- Room 114 Conference Room - University Square.

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Resolution Concerning Inside Clemson

The Classified Staff Commission has been made aware that Off-Campus Clemson University employees are not receiving issues of INSIDE CLEMSON. INSIDE CLEMSON has been designated the official vehicle for printed communications within the University by Dr. Max Lennon, President of Clemson University. Therefore, the Classified Staff Commission feels it should be the University's responsibility to make sure ALL employees receive this publication. Off-campus employees should not be penalized because of their geographical location.

Accordingly, The Classified Staff Commission requests that sufficient funding be given to INSIDE CLEMSON to ensure that ALL classified staff receive this publication.