Present: Teri Alexander, Stephanie Clark, Pam Durham, Jo Abernathy, Phil Howard, Diane Jones, Lillian Lappie, Stanlee Miller, Lynn Reeves, Ben Morton, Robbie Nicholson, Judy Pilgrim, Kathey Ricketts, Cecil McCaskill, Patsy Sowell, Beth Jarrard, Ruth Taylor, Sandy Smith, Natalie Garrison, Margie Spangenberg, Mary Joe Williams, Karen LeMay, Kathy Brock, Tammie McCall, Mary Purcell, Dot Roberts, Phillip Allen.

Absent: Lynn Belding, Ron Herrin, Charlotte Holmes, Kathy Hunter, Teresa Kelley, Gloria Smith, Kathy Moore, Fran Massey, David Muhlberger, Linda Gable, Dick Simmons, Michael Simmons, Melanie Waters, Ray Thompson, Diane Donald.

From the Chair: Sandy welcomed Commission members and guests. The program was turned over to Becky Martin.

Guest Speaker Becky Martin, Lobbyist for SCSEA:
Becky's role in the SCSEA is to serve as providing information to state employees, serve as a recruiter and as a lobbyist. The main concern of the SCSEA is to make improvements in the benefits package for all state employees.

All changes in benefits are handled through our legislators. Lobbying is extremely important! We must keep a strong relationship with Columbia and bring back information to state employees so that all are aware of changes and improvements. Becky stressed that we are citizens of the state as well as employees and the Association stresses that when the Legislature invests in us, they are investing in the state. Becky also stressed that we contact the Legislative Committee. Let the Legislature know of areas needing improvement. She also explained the career increment plan that is being proposed to the Legislature in 1993.
From the Chair: Sandy welcomed Lynn Reeves back from maternity leave. She also thanked Alan Godfrey for attending in her place. Linda Gable has resigned from the Commission due to educational leave. No corrections to the minutes.

The semi-annual staff and faculty meeting will be held on Wednesday, December 16 at 10am in Tillman. Sandy will give a presentation on the Commission. She urged attendance. Sandy thanked members for their support in asking President Lennon to provide funding for mailing Inside Clemson to off-campus employees. A letter has been written to President Lennon—expressing concern.

The January guest speaker will be Paul Aaron, the University's Compliance Officer. In February, Gerald Vander Mey, Campus Master Planner will attend the Commission meeting.

Sandy offered support for Vice President Almeda Jacks for the projects that she is involving classified staff in — i.e. research teams.

Committee Reports:
Policy/Welfare Committee - Lynn Belding absent.
Communications Committee - Jo Abernathy reported that meetings were held on November 10 and 30, 1992. Jo asked for any changes in the Resolution to support mailing Inside Clemson to each off-campus employee. One wording change was made to specify mailing each issue to each individual employee. The motion was made and passed to waive the normal thirty day waiting period for this resolution. The resolution was moved and passed with the one wording change.

Jo gave a special thank you to Diane Donald for her work on the newsletter. Jo is also looking for a new helper as Diane is transferring to a new position.
Scholarship Committee - Ben Morton reported that the $16,000 donation will be added to the endowment fund (as voted and approved by the Scholarship Committee). Plans will continue to increase the general fund. The Golf Tournament has been scheduled for March 27, 1993. The Steering Committee for the tournament has scheduled a meeting for January. Approximately $2500 was gained from the last tournament. A question from the floor was asked regarding the number of classified staff
dependents who applied for a scholarship. Ten to fifteen dependents applied, and were rejected.

Reminder - the workshop sponsored on Scholarships applications is tomorrow at 3:30 pm (December 9, 1992). A videotape will be made of the workshop. Ben announced that we have 119 new members or contributors to the Scholarship Fund.

**Budget Report** - Lynn Reeves - no report.

**University Committees**

**Traffic and Parking:** Stanlee Miller - Almeda Jacks, VP for Student Affairs attended the meeting. Joe Grainger is the new Parking Director and reports to John McKenzie, who in turn reports directly to Vice-President Jacks. Almeda discussed the focus and direction of the committee and recommended that the group focus on policy issues. The parking committee chaired by John Luedeman proposes that group visitors can obtain a parking pass for $1.00. This proposal will be forwarded to the University Traffic and Parking Committee.

**University Wide Task Force on Parking** - Stephanie Clark reported that at the last meeting Gerald Vander Mey presented campus master plan. No new parking is included. Mark Wright presented options to have deck parking at Sikes, P & A Bldg., and at the CUPD.

**Accident Review Board** - Kathey Ricketts - no recent meeting.

**Strategic Planning** - Ruth Taylor reported that Vice-Presidents Larson and Jennett attended the last meeting. The budget looks bad for now and next year. The suggestion has been raised to increase funding from tuition.

Ruth reported that quarterly meetings for classified staff are happening in three vice-presidential areas. VP Jennett wants to meet with all Colleges. A brochure outlining strategic planning will be sent to all University employees.

**Joint City/University** - Cecil McCaskill reported that Andy Gunnin City Planner was the guest speaker. Ed Clark of the Transit Committee reported that the feasibility study was complete and needed state funding. John Gilbert who worked on the Preferred Travel Management Plan will send out a survey to Travel agents urging participation, but this is not a requirement.

**Facilities Planning** - Melanie Waters absent.
Athletic Council - Patsy Sowell reported that the Campus Relations committee came up with a defined way to report to the constituents. The council is working on NCAA resolutions.

Recreation Advisory - Phil Howard reported that the subject of budget was discussed in the last meeting. Fike is considered to be a money making operation. It is a $100,000 operation but is losing staff and student employees. The issue of community use of the center will be reviewed with a pilot project possible with a limited number of community participants. Many commission members expressed mixed feelings over the Fike fee increase.

President's Cabinet - Sandy Smith reported that News Services presented the Campus Calendar on DORIS. A new faculty evaluation booklet will be used this fall.

Telecommunications - Kathy Hunter reported that a strategic plan is being written for DCIT (Division of Computing and Information Technology). Discussions on 911 and cable television continue.

SCSEA - Robbie Nicholson - absent.

Old Business - Resolution passed to support the mailing of Inside Clemson newsletters to individual employees.

New Business - Sandy will follow up with Kay Long regarding procedures for spring elections.

Adjourned at 12:05pm.

Recorded by Teri Alexander.

Next Meeting - Tuesday, January 12, 1993 - 10:00 a.m. at the Student Senate Chambers. Guest Speaker - Paul Aaron, University's Compliance Officer.
RESOLUTION
December 8, 1992

Whereas, The Classified Staff Commission has been made aware that Off-Campus Clemson University employees are not receiving issues of INSIDE CLEMSON.

Whereas, INSIDE CLEMSON has been designated the official vehicle for printed communications within the University by Dr. Max Lennon, President of Clemson University.

Whereas, The Classified Staff Commission feels it should be the University's responsibility to ensure ALL employees receive this publication.

Whereas, off-campus employees should not be penalized because of their geographical location.

Be It Therefore Resolved, that The Classified Staff Commission recommends that sufficient funding be given to INSIDE CLEMSON to ensure that ALL classified staff receive this publication.

12/8 amended resolution will be forwarded to Dr. Lennon.