

**CLEMSON UNIVERSITY
CLASSIFIED STAFF COMMISSION
MINUTES**

Tuesday, December 12, 1995

Chairman Robbie Nicholson called the meeting to order at 10:05 a.m.

Present: Barnes, Becker, Belding, Bell, Bishop, Butler, Evatt, Harbin, Hickman, Holladay, Hubbell, Jarrard, Jones, Kleister, Lappie, McCaskill, McGuirt, Moore, Nicholson, Pawlowski, Pullen, Robbins, Perry, Wallace, Shanahan

Dr. Blesser is ill and cannot be here today. She will reschedule for another date.

The minutes were approved as written.

Announcements:

1. Robbie thanked everyone for their support and cooperation this year.
2. The legislative breakfast had a good turnout from administrators and staff. Seven legislators participated and the comments were favorable. Jim Daniels has been effective in bringing legislators to Clemson and showing them our campus and how we operate.
3. President's Cabinet meeting: Carol Blesser has \$30,000 pledged to use for women's week in March 1996.
4. The General Faculty Staff meeting is December 20, 1995, at 1:00 p.m. in Tillman Hall.
5. The Commission's Executive Committee is beginning to work with the Faculty Senate. These groups plan to focus on issues that concern faculty and staff.
6. Sue Lacer is our marshal and Mike Bitzer is the banner bearer for graduation ceremonies.

Committee Reports:

1. **Policy/Welfare:** Steve Robbins reported there was poor participation at the last meeting and agenda items were tabled until today's meeting. The committee is scheduled to meet today at 1:00 p.m. in Mell Hall. A question about the EPMS form and whether or not the version currently used is a temporary form. The form is temporary and the final version should be available and in use by July 1, 1996.
2. **Communications:** Michalann Evatt stated the meeting is scheduled for January 4, 1996, at 10:00 a.m. location to be announced.
3. **Scholarship:** Tony McGuirt reported the scholarship solicitation form is at the printers and will be sent around December 20. There is a question about the format of this form and why other options must be listed. Our scholarship will be the first one and highlighted. Further checking is needed to determine if we, in fact, are required to list other options when asking for specific solicitations for one cause. Distribution to faculty and staff was discussed and the consensus was to mail to staff only to avoid offending anyone. Scholarship application deadlines are approaching and remember to specifically request the Commission scholarship when applying. A letter from the student should be

sent with the application stating the staff member's name and area of employment. The next meeting is January 1996 and will focus on the golf tournament.

4. **Membership:** Kaye Hickman reported that Isaac Wallace is Teri Alexander's replacement and Luther Crouch will assume Stephanie Pawlowski's position. This committee will meet immediately following today's commission meeting.

5. **Budget:** No report.

University Committees:

1. **Traffic/Parking:** No report

2. **Joint City/University:** No report

3. **Accident Review Board:** Next meeting January 18, 1996.

4. **Athletic Council:** No report

5. **Recreation Advisory:** No report, may have disbanded.

6. **Telecommunications:** The appraisal of Clemson by the outside group is complete. The next meeting is January 3, 1996.

SCSEA: Employees are encouraged to take a day to visit your legislators in Columbia. The new session will begin in January and a trip will be scheduled for the end of the month or beginning of February. Wednesdays or Thursdays are the best times to plan a visit. The regular meetings are the second Thursday of each month in Purchasing. These meetings are executive committee but remain open to all.

New Business:

1. Stephanie Pawlowski attended the Faculty Senate meeting and found them receptive to working with us on common issues and committee representation.

2. Robbie will meet with Judi Nicks and go through archives to find old resolutions.

3. Catherine Bell is our representative on the Bookstore Advisory Committee.

4. Olivia Shanahan volunteered to represent the Commission on the Traffic and Parking Committee.

The meeting adjourned at 10:35 a.m.

Next meeting is January 9, 1996, 10:00 a.m. location TBA