CLASSIFIED STAFF COMMISSION
CLEMSON UNIVERSITY
MINUTES
March 12, 1996

President Robbie Nicholson called the meeting to order at 10:02 a.m.

The minutes were amended to reflect Alexandra Barnes as present then approved.

**Present:** Adams, Barnes, Becker, Belding, Bell, Pierson, Daniel, Evatt, Harbin, Haynes, Holladay, Jarrard, Kleister, Ladd, Lappie, Lyda, McGuirt, Moore, Parker, Nicholson, Robbins, Shanahan, Thompson, Warmath, Becknell, Myers, Cato, Calhoun, Clark, Hubbell

**Absent:** Allgood, Bishop, Harbin J., Herrin, Hunnicutt, Irick, Jameson, Johnson, Jones D., Jones B., Massey, Matheson, Moore, Perry, Pullen, Spangenburg, Staggers, Stuntz, Wallace

**Guests:** Carolyn Scott, Luther Crouch, Donald Brewer

Robbie introduced the newly elected Commission members and welcomed those present to the meeting. The new members are Debbie Calhoun, Myra Cato, Elmer Gray, Mary Ladd. Steve Perry, Mark Pullen, Mary Ruth Myers, Pam Parnell, Kim Keisler, Susan Reeves, Brian Becknell, Mary Jo Cosner, Edward Chandler, and Alexandra Barnes.

Donnie Brewer, Fire Safety Marshall, was introduced as the guest speaker. A short video on fire safety was presented and handouts were distributed. Donnie stressed the importance of evacuation procedures and the fire department will assist any areas that are interested in developing or reviewing their procedures. The fire department does not service portable fire extinguishers but they can assist in the repair or replacement of this equipment if contacted. Donnie addressed concerns from the group about fire drills, exits, and code changes.

**Announcements from the President:**
1. This week is Rape Awareness Week and Alcohol and Drug Awareness Week.
2. There are 2 scheduled brown bag luncheons with the President; March 28, 12:00 p.m. in Lee Hall and April 22, 1:00 p.m. in Lehotsky Hall.
3. The President's Cabinet meetings are focusing on budgeting and how the educational institutions can get more financial support. Representatives from the City Council addressed the Cabinet about planned improvements.
4. The Clemson Area Transit is receiving many positive comments and the 100,000th person rode this week.
5. Jay Ross, Graduate Student Association (GSA) representative, is concerned about maintaining the fees and opposes increases at this time. His presentation was postponed pending additional budget information.
Committee Reports:
Policy/Welfare--no meeting
Communications--Inserts for the General Commission Brochure and Legislative
Brochures are at the printers and will be ready at the April Luncheon. The next newsletter
is scheduled for publication in April.
Budget--Through the 1995 calendar year, the statement of revenue for the endowment
exceeded $65,000.
Membership--The past month has been extremely busy with preparations for the
luncheon and election of new members. Old members are requested to bring notebooks
for the new representatives.
Scholarship--The golf tournament is May 4, rain date May 19, at Falcon's Lair.
Registration is at 8:30, tee-off time is at 9:00 a.m. and there is no limit to the number of
teams and the entry fee is $40.00 per person. A meeting is scheduled for March 15, at the
Clemson House for anyone interested in helping. Contact Tony if scholarship solicitation
cards were not received.

University Committees:
Traffic and Parking--Employee Parking Review Board was disbanded for lack of
interest. If you would like to be involved, please contact........
Joint City and University--The city side of the Strategic Plan was discussed however,
only 3 of the 7 university representatives were present and the discussion was postponed.
Paul Shelton spoke about the history of the YMCA and the University.

Report from SCSEA:
1. The Senate Finance Committee is working on the budget and raises. The proposed
amount is now at 2%. Please contact your Senator or representative now.

Unfinished Business:
1. Steve Robbins moved that we adopt the revised Policies and Procedures as
presented. A motion to amend Section B, Item 1, 2nd sentence to read "Each year the
Membership Committee will notify those voting, call for nominations, prepare ballots and
handle the election." The motion was seconded and carried to amend. A motion to
amend Section D, 1st sentence, and 3rd sentence to read "Vacancies occur due to
resignation from the Commission, transfer from area represented, or termination of
employment." "However, if the position is one that rotates through several
colleges/divisions it will continue that rotation." The motion was seconded and carried to
amend. A motion to amend Section II, A., 3., second sentence to "Shall ensure" was
seconded and carried to amend. A motion to amend Section II, B., 4., first sentence to
add "shall" before the word ensure. Second sentence "The Parliamentarian shall review
and changes or additions pertaining to Policies and Procedures." The motion was
seconded and carried to amend. A motion to amend Section IV., item B. to include
Treasurer's Report as item 4 and change the other numbers accordingly. The motion was
seconded and carried to amend. During discussion an additional motion was made to
mandate all representatives and alternates serve actively on a committee. The motion was
seconded and carried. This will be referred to Policy and Welfare. A motion was made to
change the title from Policies and Procedures to By-Laws. The motion was seconded and carried to amend. The motion to approve the document as amended was carried.

New Business:
1. Nomination of Officers
   A. Vice President--Cathy Bell, Tony McGuirt
   B. Secretary--
   C. Treasurer--Calvin Becker
   D. Parliamentarian--Cathy Bell
2. Michael Moore moved to support the re negotiation of the lease of the YMCA with the University. Discussion ensued and the motion carried.
3. Robbie introduced the idea of printed cards for representatives to acknowledge promotions, achievements, condolences and special occasions. Much discussion took place and concern was expressed about omission of constituents and hard feelings. This item will be discussed at a later meeting.

The meeting was adjourned at 12:10 p.m.