President Mike Moore called the meeting to order.

**Present:** Barnes, Becker, Becknell, Bell, Calhoun, Evatt, McGuirt, M. Moore.

**Absent:** Nicholson, Robbins, Simmons.

New colored letterhead stationery - Debbie to talk to Cal about ordering.

No minutes to be approved.

A. President's Report:

1. President’s Cabinet - Meets every Monday except 1st Monday of month. 4/8/96 - An individual is allowed to carry a handgun on campus, but they are not allowed to carry a handgun into a building. At concert held at National Guard Armory there were approximately 85 arrests. RFP for child care went back to drawing board. Old Tom Green home in Pendleton up for sale. 4/15/96 - Three (3) different raise packages up for discussion - 3.4% effective January 1, 3.4% effective October 1 (Senate version), and 2.5% for employees who make less than $50,000 and $1,000 for employees earning over $50,000. COL may only be 1/2 funded. 4/22/96 - Senate Finance committee approved 3.4% COL effective October 1. To be reviewed by full Senate now. State has 18.2 million new dollars of which Clemson will get 12%.

2. Board of Trustees Meeting met at Madren Center. Graduate students asked for 0 based funding (raise stipends or lower tuition). Pat Hall from FMO asked for 200,000 for Martin Hall renovation.

3. Board of Visitors - Meeting was a drop-in.


5. Mike met with Dick and Fran about Human Resources Advisory Committee (currently discussing broadbanding concept). Each Vice President is to appoint 2 persons to serve on this Committee. We are also allowed 2 members to represent us on this Committee. Mike & ?? Mike is currently looking for a volunteer.

6. President’s Brown Bag Lunch - Many faculty were present. President is developing Budget Council.

7. Academic Council - We are not voting members of this Council. If we provide enough justification we may be able to change this.

8. We are looking for classified staff members to be Banner Bearer and Marshall for Graduation Ceremonies. Sue Laser did this last December. Mike said he was participating and asked for volunteer with a master’s degree to assist him. Michalann volunteered.

B. Treasurer’s Report: No report.

C. Committee Reports:

1. **Policy/Welfare** - To meet 5/14 before regular CSC meeting.

2. **Communications** - Michalann previewed May Newsletter, some suggestions were made. It will be sent out tomorrow. Michalann to call Steve about retirement resolution. Do not have regularly scheduled time to meet.

3. **Scholarship** - Brian and Tony to meet tomorrow. They have toured the golf course. Wrap up meeting next week. Tony to get number of payroll deductions for CSC scholarship fund.

4. **Budget** - Made req. for next year. All requisitions for this year must be turned in as soon as possible. When having materials printed do not use Franklin. Envelopes containing name badges for both reps and alts and stationary with a list of possible uses (hospitalization, new baby, new employee, etc.). Golf Tournament - 6 teams to date (5 paid). 5 are with mulligans.

5. **Membership** - No set meeting. List of members to be assigned to each committee was handed out at luncheon.
D. Unfinished Business
1. We need to clarify Alternate from Representative from Member. Representative (Rep) - can vote, can chair committee, can hold office. Alternate (Alt) - no voting privileges, can chair committee, cannot hold office. Members - includes both representatives and alternates. Policy and Welfare Committee needs to review as to what is stated in By-Laws. Standing Committees have Chairs.
2. Review of University Committees/Councils:
   Facilities Planning - to be restructured.
   Joint City/University - Tony McGuirt
   Athletic Council - Mike Moore
   Accident Review Board - Lillian Lappie
   Traffic/Parking - Lillian Lappie
   Telecommunications - Brian Becknell
   Recreation Advisory - dropped.
   Business Services - ?
   CATS - Robbie Nicholson
   Minority Affairs - Isaac Wallace
   Parking Advisory - Mike appointed Elmer Gray.
   Bookstore Advisory - Cathy Bell
   Budget Council - to be established
   Are there any other committees?
3. CSC needs new stationery. Michalann to check on how it should look (seal and watermark). Debbie to get information from Michalann before ordering stationery.

E. New Business:
1. Cathy brought up Ken Murrr's comments on the parking situation at Redfern. Faculty and Staff should be allowed to park any where on campus. Students should be limited to parking in their lots. Cathy to call Mary Ladd and Elmer Gray to get resolution.
2. Library staff have concerns that Larry Ellis with SCSEA is not doing anything for the State Employees.
3. Bud Webb requested that a Constituent Council be set up on behalf of Faculty Senate. They will have direct communications with the Board of Trustees.
4. Debbie to type notes of Exec Comm. as minutes, take roll. Exec Comm. agendas and minutes may be e-mailed. Regular CSC meetings print minutes and agendas.
5. Need to work on annual agenda (goals and objectives). E-mail ideas for next meeting. Any suggestions for guest speakers at meetings?
6. What is in Classified Staff Commission account? Need to set a deadline for Travel Vouchers to be turned in. We could possibly get a Laptop Computer for approximately $1500.

The meeting adjourned at 4:30 p.m.
The REVISED Exec Comm Minutes for April 23, 1996 are as follows:

CLASSIFIED STAFF COMMISSION
CLEMSON UNIVERSITY
EXECUTIVE COMMITTEE MINUTES
Tuesday, April 23, 1996

President Mike Moore called the meeting to order.

Present: Barnes, Becker, Becknell, Bell, Calhoun, Evatt, McGuirt, M. Moore.

Absent: Nicholson, Robbins, Simmons.

New colored letterhead stationery - Debbie to talk to Cal about ordering.

No minutes to be approved.

A. President's Report:
   1. President's Cabinet - Meets every Monday except 1st Monday of month.
      4/8/96 - Proposed Legislation: An individual is allowed to carry a handgun on campus, but they are not allowed to carry a handgun into a building. May go to a referendum; but we hope it does not. At concert held at National Guard Armory there were approximately 85 arrests. RFP for child care went back to drawing board. Old Tom Green home in Pendleton up for sale. 4/15/96 - Three (3) different raise packages up for discussion - 3.4% effective January 1, 3.4% effective October 1 (Senate version), and 2.5% for employees who make less than $50,000 and $1,000 for employees earning over $50,000. COL may only be 1/2 funded. 4/22/96 - Senate Finance committee approved 3.4% QL effective October 1. To be reviewed by full Senate now. State has 18.2 million new dollars of which Clemson will get 12%.
   2. Board of Trustees Meeting met at Madren Center. Graduate students asked for 0 based funding (raise stipends or lower tuition). Pat Hall from FMO asked for 200,000 for Martin Hall renovation.
   3. Board of Visitors - Meeting was a drop-in.
   5. Mike met with Dick and Fran about Human Resources Advisory Committee (currently discussing broadbanding concept). Each Vice President is to appoint 2 persons to serve on this Committee. We are also allowed 2 members to represent us on this Committee. Mike & ??? Mike is currently looking for a volunteer.
   6. President's Brown Bag Lunch - Many faculty were present. President is developing Budget Council.
   7. Academic Council - We are not voting members of this Council. If we provide enough justification we may be able to change this.
   8. We are looking for classified staff members to be Banner Bearer and Marshall for Graduation Ceremonies. Sue Laser did this last December. Mike said he was participating and asked for volunteer with a master's degree to assist him. Michalann volunteered.

B. Treasurer's Report: No report.

C. Committee Reports:
   1. Policy/Welfare - To meet 5/14 before regular CSC meeting.
   2. Communications - Michalann previewed May Newsletter, some suggestions were made. It will be sent out tomorrow. Mike to call Steve about retirement resolution. Do not have regularly scheduled time to meet.
   3. Scholarship - Brian and Tony to meet tomorrow. They have toured the golf course. Wrap up meeting next week. Tony to get number of payroll reductions for CSC scholarship fund.
   4. Budget - Made req. for next year. All requisitions for this year must be turned in as soon as possible. When having materials printed do not use Franklin. Badges for both reps and alts and stationary with a list of possible uses (hospitalization, new baby, new employee, etc.). Golf Tournament - 6 teams to date (5 paid). 5 are with
mulligans.

5. Membership - No set meeting. List was passed around for members to be sign up for committees at luncheon. Letter to be send out from President is being worked on.

D. Unfinished Business

1. We need to clarify Alternate from Representative from Member. Representative (Rep) - can vote, can chair committee, can hold office. Alternate (Alt) - no voting privileges, can chair committee, cannot hold office. Members - includes both representatives and alternates. Policy and Welfare Committee needs to review as to what is stated in By-Laws. Standing Committees have Chairs.

2. Review of University Committees/Councils:
   Facilities Planning - to be restructured.
   Joint City/University - Tony McGuirt
   Athletic Council - Mike Moore
   Accident Review Board - Lillian Lappie
   Traffic/Parking - Lillian Lappie
   Telecommunications - Brian Becknell
   Recreation Advisory - dropped.
   Business Services - ?
   CATS - Robbie Nicholson
   Minority Affairs - Isaac Wallace
   Parking Advisory - Mike appointed Elmer Gray.
   Bookstore Advisory - Cathy Bell
   Budget Council - to be established
   Are there any other committees?

3. CSC needs new stationery. Michalann to check on how it should look (seal and watermark). Debbie to get information from Michalann before ordering stationery.

E. New Business:

1. Cathy brought up Ken Murr's comments on the parking situation at Redfern. Faculty and Staff should be allowed to park any where on campus. Students should be limited to parking in their lots. Cathy to call Mary Ladd and Elmer Gray to get resolution.

2. Library staff have concerns that Larry Ellis with SCSEA is not doing anything for the State Employees.

3. Bud Bodine requested that a Constituent Council be set up on behalf of Faculty Senate. They will have direct communications with the Board of Trustees.

4. Debbie to type notes of Exec Comm. as minutes, take roll. Exec Comm. agendas and minutes may be e-mailed. Regular CSC meetings print minutes and agendas.

5. Need to work on annual agenda (goals and objectives). E-mail ideas for next meeting. Any suggestions for guest speakers at meetings?

6. What is in Classified Staff Commission account? Need to set a deadline for Travel Vouchers to be turned in. We could possibly get a Laptop Computer for approximately $1500.

The meeting adjourned at 4:30 p.m.

DEBBIE CALHOUN
106 UNIVERSITY SQUARE
HUMAN RESOURCES, CU
PHONE:864-656-3389, FAX:864-656-3366

--------- RFC822 Header Follows ---------