President Mike Moore called the meeting to order at 10:10 a.m.


Absent: Arthur, Becker, Bibb, Bush, Cosner, Crouch, Gray, Harbin, Herrin, Irick, Jameson, Jennings, Jones, Kleister, Lyda, Massey, B. Moore, Myers, Pierson, Reeves, Scott, Simmons, Stuntz, Thompson, Warmath.

Guests: None.

1. The minutes were approved as presented.

2. President's Report:
   A. Academic Processional is Wednesday, August 21, 1996. Michael Bitzer will carry staff banner and Michalann Evatt will carry mace. Invitations have gone out. Processional will begin at Brackett Hall at 8:30 a.m. Be there at 8:05 a.m. In case of rain go straight to Brooks Center. Reception at Library afterwards. You may walk with your College if you wish or with the Classified Staff as a group.
   B. Contributions to the Classified Staff Commission Scholarship may be made in honor/memory of Dixie Carroll. Send checks to CU Foundation for the Classified Staff Commission Scholarship fund.
   C. Employee Assistance Brochures are available for distribution. Please pick some up.
   D. President's Cabinet - 8/12/96 - New Provost, Steffen H. Rogers, will begin work on Thursday; New Dean for Ag, William D. Wehrenberg, will begin work on Monday; Small World has been granted the travel contract. If you have questions on how it will work contact Scott Ludlow or John Newton. They are looking for input to developing the training program for this; Ag Sales Contract is to come out soon; Welcome back for students will be held downtown on Monday, 8/19. The streets downtown will be blocked off; There will be a Wild Wednesday on 8/21 at Y-Beach with bands, etc.
   E. Board of Trustees - Met over the weekend in July. Mike has not seen minutes from this meeting yet.
   F. If you have had a change in supervisor, please let Alexandra or Debbie know as the presidential letters to supervisors will be going out soon.

3. Treasurer's Report: Funds have been transferred to give out 8 scholarships, Golf tournament funds raised are to be transferred to the Endowment.

4. Committee Reports:
   A. Standing Committees:
      1. Policy/Welfare - Met this morning. a. State Investment of Funds - waiting on copy of referendum from Jim Daniels. b. Draft of Survey to go out to all representatives and alternates - should be ready to go out in September.
      2. Communications - Last meeting followed CSC regular meeting on 7/9. Q&A section of newsletter very informative and popular. Chuck did a profile of Scott Ludlow. EAP - use the brochures. More information on the pay bands has been requested. Mike said he talked to Dick Simmons earlier today. Printed information is coming from the state, at a charge to Clemson. It should reflect the new pay ranges as of October. Next meeting is today at the end of this meeting.
      3. Scholarship - Next year's Golf Tournament is set for the CU Walker Golf Course on Friday, April 18, 1997, 1:00 p.m. tee off. Rain date is April 24, 1997. Plan to get things started early. Next meeting not set.
   B. Ad Hoc Committees
      1. Records Management - Met on 8/7. Working on draft of policy to be presented to Exec Committee on 8/30 and hope to present it to CSC in September. Working on management of e-mail as well as printed records. We have collected quite a bit of information.
   C. University Committees/Councils:
1. Access and Accommodation - Mike still working on this.

2. Accident Review Board - Met on 7/25. Three appeals were heard: 2 were upheld, 1 was recommended verbal instructions on the responsibilities while driving a State vehicle. Eight Motor Pool accidents were reviewed: 3 were no fault; 5 were referred to defensive driving. One other accident was reviewed: the driver was referred to defensive driving.

3. Athletic Council - Met in July. Tommy West talked on the state of the football team. They seem to get a lot of flack about not being hard on some incidents. Tommy had no excuses as to why we lost the bowl game so badly. He could not blame it on missed curfews. No one was sent back home for misconduct. Basketball season ticket prices are going up. Area high schools are charging more than CU. Next meeting Aug. 21.

4. Bookstore Advisory - They are co-sponsoring open house with Bookstore. Invitations will go out soon. Will start meeting again when school starts.

5. Brooks Center Advisory - Have not met. Chuck talked to Chip Egan and Mickey Harder they are in the process of getting things started.

6. Budget Council - Have not met; will meet soon. Books closed last Friday for previous fiscal year. Money will be distributed soon.

7. CATS - Did not meet a good sign. New maps will come out soon.

8. Constituent Council - First meeting will be after students come back.

9. Human Resource Advisory - Will be meeting once a month. Next meeting 8/14 at 1:30 p.m.

10. Joint City/University - Next meeting in September.

11. Minority Affairs - Next meeting in September.

12. Parking Advisory - Steve Perry gave report for Elmer Gray. Met on July 11. Gary Campbell is chair. Request for Outstanding Employee of the Month Spaces voted down. Request to allow 205 graduate students to park in employee spaces failed. The Parking Office would like to revise the policy for parking placards to reduce the amount of time from 2 hours to 1 hour and eliminate its use in Visitors Spaces. Send messages regarding parking issues to Elmer. We want your comments.


14. Recreation Advisory - Steve Perry to be our representative on this committee. Next meeting in September. Steve to call Jim Pope for meeting time.

15. Telecommunications - No meeting.


5. SCSEA - Newsletter went out yesterday. Picnic, members and non-members welcome, at Twin Lakes on Sunday, 8/25 2 p.m.- 6 p.m. Hot-dogs and hamburgers will be served. Bring your own chairs. Swimming area will be open, $1 per person up to $3 per family. They will have games for children, volleyball, horseshoes, etc. Becky Martin is running for a seat in House District 8. Give her your support.

6. Unfinished Business: See President’s report.

7. New Business:
   A. Benefits Fair - Michalann has sign-up sheet for working Benefits Fair. Time slots are for 2 hour time periods. You can sign up for 1 hour time slot. We would like 2 persons there at each time slot. All help is appreciated. If you know of anyone who would like to make a donation for the Benefits Fair contact Michalann.
   B. Steve asked if anyone would be interested in volunteering to help the students move in this Saturday and Sunday. Saturday freshman only move in. Volunteers get a Tee-shirt. They need to call Kim Holbrooks at 1189 to sign up. Mike reminded us to wear our CSC Nametags if we help.
   C. Olivia asked if she could get a better copy of the minutes than she currently prints from e-mail. Debbie brings extra printed copies. Debbie suggested that the font may be adjusted before printing.

The meeting adjourned at 10:51 a.m.