From: Debbie Calhoun (12/9/96)  
To: Multiple recipients of list CLA,

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Minutes from CSC Meeting of 11/12/96

See you at the Meeting on Tuesday. Refreshments will be served.

DRAFT

CLEMSON UNIVERSITY
CLASSIFIED STAFF COMMISSION MINUTES
Tuesday, November 12, 1996

President Mike Moore called the Meeting to order at 10:00am.


1. President Moore introduced the guest speaker, Dr. Curris, President of Clemson University. Dr. Curris spoke on the topic of Mission on the future of Clemson University. We have taken on new initiative to involve Industry in developing the mission of Clemson University, by setting up an advisory board for the entire University. We are looking at 15-22 advisory boards across the University to look at where CU is going in the next five years and where should emphasis be placed in respect to industry and society. David Stalnaker has been named to chair this committee. A campus advisory committee will work with David on this project. Dr. Curris is looking for 2 members from the Classified Staff Commission to work on the advisory board. This committee (advisory board) will work on the project for approximately one year. They are hoping to develop advisory committees within the University where none currently exist. Dr. Curris then entertained questions from the CSC. Mike will talk with Pat Hall regarding the concerns raised about FMO. Dr. Curris said there are some advantages to having temporary faculty, although some areas have too many temporary employees. He has asked the Deans to look at this and move temporary faculty to tenure track type positions. Performance funding has a January 1 or 10, 1997 deadline to the legislature. South Carolina is moving faster than any state in history on performance funding.

2. The minutes were approved as presented.

3. President's Report:
   A. President's Cabinet: First year program to involve freshman in as many type of orientations and programs as possible. University Signage proposal was presented. Nice addition to Clemson. 4 areas of Clemson will have stone gates, pull-off areas to get maps at Kiosks with computer terminals with access to the Web, kind on mini park. To be funded by donations or fund-raiser drive a class of 70's could take on. Total cost $285,000 for all signs, overall $600,000. $3,000 will be built into the campus-budget for yearly maintenance.
   B. Nine (9) persons either signed up or increased their contributions to the Scholarship Fund. At the Board of Trusteesi meeting Mike saw a report which showed the number of staff giving to the Scholarship Fund has decreased. Mike is going to check on this.
   C. New Union Advisory Committee - will have once a semester meetings to advise the Union on their programs. Mike is looking for a volunteer. He needs a name by Friday. He will appoint someone if no volunteer.
   D. Think about the Presidentis new advisory board. It is probably a year and a half commitment. Mike would like to see about ten interested persons to choose from.


5. Committee Reports:
   A. Standing Committees:
      1. Policy & Welfare: Met this morning. They are in the process of sending answers for a couple issues. They are following up on a few
issues. No new issues.
2. Communications: Met on 11/12 after regular CSC meeting. Thank you to those who worked with benefits fair. Newsletters are up front for representatives to pick up for distribution. They are currently working on the January Newsletter.

3. Scholarship: Met on 10/29. Robbie is the Vice-Chair for the Scholarship Committee. They discussed the charges for the golf tournament, negotiating with ARAMark, ideas for corporate sponsors. Next scheduled meeting will be Tuesday, 11/19 at 10:30 where the old Computer Help Desk used to be. Brian will be contacting all committee members personally. Golf tournament date is Friday, April 18, 1997 with 1:00 p.m. tee time; rain date is Monday, April 21, 1997 with 1:00 p.m. tee time.

4. Membership: Met on 10/17 to discuss implications of changing of alternates to representatives; plan was outlined for this. Gearing up for elections. Will meet next month to get balance of representatives across the campus and develop time line schedule for elections. A suggestion was made so that when we send out ballots we may want to included a one line short statement of purpose or reason why person is running. Think about this. President Curris has information and Mike is waiting to hear from him on approval of alternate to representative change.

B. Ad Hoc Committees:
1. Records Management: Tony passed amended CU CSC Records Management Policy. Amendments include categories added under Parliamentarian, Communications Committee and Policy & Welfare Committee. The Ad Hoc Records Management Committee makes the motion that "this final draft of the policy be approved as written. Motion was seconded. One person, the Historian, will be responsible for the collection of records to be sent to be archived. Motion was adopted. The committee would like to recommend to the President that Isaac Wallace be appointed as Historian. So moved per Mike. Mike also stated if he (Isaac) won't do it, that Tony said he would, therefore it will revert back to Tony.

C. University Committees/Councils:
1. Accident Review Board: Meets again 12/5.
2. Athletic Council: Met last month. Heard several reports. Team outreach program involves athletes getting involved in the community in a good way with local schools and YMCA.
4. Brooks Center Advisory: No meeting.
6. CATS: Met 10/16. Went over things from last meeting. Alma Bennett said we will probably have free ridership through June 1997. Pending the financial status of CATS at that time it may change. Next meeting will be in January. Will meet quarterly from that time forward.
7. Constituent Council: No meeting.
9. Joint City/University: Met yesterday. Contact Tony if you have questions/concerns.
   a. Indoor Recreation Center for Central is going along as planned. Should be approved in the next few weeks. It is to be on Highway 93 between Clemson and Central. Seniors Unlimited and Library are to be at the same location.
   b. Land fill for county. City is doing perspective on this. It is proposed to go on Highway 123 toward Easley past Issaqueena Trail exit.
   c. Open Forum on landfill issue is set for Nov 20 at Tri-County Tech.
11. Parking Advisory: Next meeting Thursday.
12. Recreation Advisory: Fees are not presently payroll deductible. They may be in the future.
14. Travel Advisory: Met on 10/21. Still very early in the contract. Much concern from off-campus employees regarding going through Small World and Holiday Travel. Small World is preferred method of payment is Departmental American Express Card. The State is also working on a State Visa Card.

6. SCSEA: Becky Martin won. 10/29 met in Columbia. They are working on legislative program for 1997. They are asking for 5% COL, maximum dollar benefit per year be increased, option after 25 years for retirement, and
annual 2.75% on anniversary date each year (annual pay increment). This is a wish list. A survey will come out in January 1997 looking at options for retirement. 37 new members were recruited at the Benefits Fair. Clemson's Executive Board meets tomorrow.

7. Unfinished Business:
A. John Allen invited all members of the CSC to the Madren Center, Bell South Auditorium at 9:00 p.m. Friday night to see the Clemson vs. Kentucky Basketball Game with the Board of Visitors. Fliers available up front.
Mike needs a head count by tomorrow, Wednesday 3:00 p.m.
B. Executive Committee met with graduate students working on Human Resources project. They asked 4-5 questions. They would like to meet with 5-6 persons in 106 University Square Conference Room tomorrow. Time TBA.
Mike asked for volunteers (Elmer, Myra, Mike, Ron, Olivia). Other interested persons should call Mike at 3189.

8. New Business:
A. Tony announced Alpha Phi Omega is having Blood Drive in Palmetto Ballroom on Tuesday, Wednesday and Thursday from 11:00 a.m. - 7:00 p.m.
B. Ed Crawford asked for answers to his questions concerning what he called "the 1994-95 7.92% pay raise for all classified state employees" in writing from Mike. Merit increase (.07%) was given. Longevity and shift is removed before Cost of Living or Merit Increases are calculated. Increases are always based on "Base Salary." Mike asked to meet with Ed at a separate time.
C. Next meeting will be Tuesday, December 10, 1996.

The meeting adjourned at 11:25 a.m.

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