From: Debbie Calhoun (3/10/97)
To: Multiple recipients of list CLA,

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DRAFT

CLEMSON UNIVERSITY
CLASSIFIED STAFF COMMISSION
MINUTES

Tuesday, February 11, 1997

President Mike Moore called the Meeting to order at 10:03 a.m.


Guests: Jarrard.

The minutes were approved as presented.

1. Guest Speaker: Sandy Smith, Assistant Director of Redfern and Chairman of the President's Commission on the Status of Women at Clemson University.
   She was a past president of the CSC. The Women's Commission is about 3 -4 years old. It was started by the Faculty Senate when women began voicing concerns on problems in advancement of women at CU. President Lennon appointed Dr. Blesser as the first chairman of the Women's Commission.
   There are 14 members on the committee (7 faculty and 7 staff). Two of the members are men. The members make recommendations on who should serve on the committee to the President, who makes the appointments. They have 3 sub-committees:
   a.) Dependent Care and Support Services, which is chaired by Thea McCrary deals with child care, safety and security issues. You will be getting a survey on child care in the near future.
   b.) Discrimination and Sexual Harassment: which is chaired by Dr. Gloria Bautista and Laurie Crino deals with discrimination. A study will be done.
   c.) Employment Compensation and Professional Development: deals with promotion opportunities and hiring practices. Looking at why women do not apply for positions.
   Some meetings have speakers although most do not. They want to know what they can do for the women on this campus. You can write to them via e-mail.
   The Women's Commission phone number is 656-1532. Sandy can be reached at Redfern. They give out annual award to outstanding faculty woman, staff woman, graduate woman, and undergraduate woman. Nomination forms due back 2/17 were handed out.

2. President's Report:
   A. President's Cabinet: Met 1/20. Report was given on deferred maintenance. Fire and Safety issues are an area of immediate concern. Central Energy Facility will take millions to upgrade. Report of Annual Academic Support was given on 1/20. People generally give to 3 charitable organizations. CU wants to be on top of their list. 80% of Clemson graduates have graduated in the last 30 years, so we do not have a long history of giving. Met on 1/27. Discussed the transit system. Ben Anderson discussed the NCAA Self-Study. Ted Swann spoke on Campus Sweep to take place on Friday, April 4, and he encourage everyone to participate in clean up projects. Met on 2/10. Update was given on Hendrix Student Center; no delay, just proceeding slowly.
   B. Board of Trustees: Met on 2/7. Items discussed were: 1.) Concerns as to how long it would take to Complete the $10 million Hendrix Student Center. Time estimates ranged from 12 to 36 months. 2.) Announcement of J. Thornton Kirby as new Executive Secretary to the Board of Trustees. He is a Graduate of Virginia and USC Law School. He has been serving as a Vice President for a hospital system in the Columbia area. 3.) Sign Program:
There are concerns about the cost of the signs when there is so much deferred maintenance to be done. There are looking for gifts in kind to fund the cost of the sign program.


4. Committee Reports:
   A. Standing Committees:
      1. Policy/Welfare: Steve reported they met at 8:30 a.m. this morning. Next meeting will be 3/11. Steve and Olivia met with Ron Herrin about annuities. Information will be included in newsletter. Recommendation is to get better communications out to people. Discussions began on two new issues today.
      2. Communications: Michaelann reported Newsletters are available for pick-up today. There is time-sensitive data included in them. Next meeting directly following this meeting.
      3. Scholarship: Mike reported for Brian. They are proceeding along on Golf Tournament. They still need help. Currently working on flyer; hope to send it out in 2 weeks. Nifferis will hold charity day for golf tournament; giving us 5% of the day proceeds on April 14. Contact Cathy, Robbie or Brian if you have at $100 hole sponsorship. Ask your department to do this. Next meeting will be on Thursday at 1:00 p.m.
      4. Membership: Alexandra reported ballots for areas holding elections need to be picked up by their representatives for distribution: Area #3 Barbara Warmath, Area #4 Cathy Bell, Area #5 Luther Crouch, Area #6 Robbie Nicholson, Area #8 Tony McGuirt, Area #14 Mike Moore, Area #15 Johnnie Hunnicutt, Area #18 Ron Lyda, Area #19 Diane Jones, and Area #25 Steve Robbins. They are due back on 2/19. Ballots need to be signed to be valid. Electees will be invited to the March meeting and the Annual Luncheon in April. Also at the Annual Luncheon in April, the continuing alternates will become representatives. There have been some complaints about delay in getting nomination forms due to mail distribution. Next year we will try to send them out earlier. Please choose two (2) names on the ballot. A person could select only one name.
   B. University Committees/Councils:
      1. Accident Review Board: Lillian reported they reviewed two motor pool accidents; one was assessed the amount of the damages and will receive a letter about the proper use of a state vehicle; the other was no fault. Three other than motor pool accidents were discussed. All three were referred to Defensive Driving and were assessed $200. The next meeting will be 4/20, 1:30 p.m. in the Gentry Hall Conference Room. Lillian also said this would be her last meeting since she is retiring. Mike will be looking for a replacement to serve on this committee.
      2. Athletic Council: Mike reported they met 1/22. Discussed renovations to Littlejohn Coliseum. There is an Architecture class working on this. There will be changes in football ticket prices: Florida State will go up and Texas-El Paso will go down; season ticket prices should be the same.
      3. Bookstore Advisory: Cathy reported they met (first meeting). The following items were discussed: Communications between faculty and bookstore resulting in not all books being in stock, book buy back policy, complimentary copies of books given to faculty, Steve Mulfelder, good supply sales, no long lines, some computer equipment for sale & may look into more variety here, although not a priority item with Barnes & Noble, faculty in Greenville can order their books here too, and profits to go back to CU. Contact Cathy if you have any concerns.
      4. Brooks Center Advisory: Chuck reported they have not had a formal meeting. He has been meeting with them twice a week to line up 1998 events. Please let Chuck know if you have concerns or comments.
      5. Budget Council: Mike reported they discussed possible uses for the 2% call back dollars the president requested to be set aside. Money has been allocated for making improvements to comply with ADA and technology. Financial Aid Office has new voice mail answering system.
      6. CATS: Robbie reported there was no formal meeting. Open House was held on 1/22. The five locations have been consolidated into one. They now have video training and radio dispatch. They can trace the locations of all 16 of their busses. Four drivers each received $25 awards.
8. Human Resources Advisory: Mike reported they did not meet in January; their next meeting is 2/11.
9. Joint City/University: Tony reported they met 2/3. Discussed change of street name to University Boulevard. Survey was sent out to residents and businesses. City/University trip is still under discussion; possible date is April 27. Highway 76 widening project still being worked on; DOT make changes to appease the residents. Drawings are on display at City Hall. Tony was unable to attend the Clemson Tomorrow Committee. Send your comments to Tony.
11. Parking Advisory: Elmer reported Joe Granger of Parking Services proposed change University Parking Regulations to lighten work load of Parking Review Judicial Officer. All appeals of tickets will go Parking Review Board and the Judge will hear appeals. Parking Review Board is supposed to be made up of faculty, staff and students. Apparently there are no faculty and staff involvement. University vehicles will be removed from the sticker system. Athletic Department is considering using their own funds to redo the parking area in front of the baseball field. Administration has been informed about the reserved parking two weeks ago on Parkway Drive.
12. Recreation Advisory: No report.
14. Travel Advisory: No report.
15. Union Advisory: No report.
5. SCSEA: Robbie reported the Executive Meeting will be tomorrow morning 8:15 a.m. in the Purchasing Conference Room. They are working on getting a group together to go to Columbia to see our State Legislators. Call, write or e-mail your legislators on proposed legislation. They will be electing new officers and selecting meeting times tomorrow. There are 46 SCSEA chapters in the state. They are working on setting a date for all of them to meet.
6. Unfinished Business: None.
7. New Business: Question was asked concerning staff members who wish to take classes at Clemson. Dick Simmons replied information is in Policies and Procedures Manual or they can contact him directly.

The meeting adjourned at 11:22 a.m.

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---------------- RFC822 Header Follows ----------------
Mtgs. 3/11/97

David S. speaker
Fielding Churchill Cal for his advisory committee

Treasurer Report
Cal

Scholarship Tony - Brian flyers coming out April 15th tentative date


Pre W.

Questions: In comments, book around get info for the Sen. will continue to
look at this thing in person to talk about it. In the Q/A column,
Tony deferred request to extend #6

2) Sick leave pool - not losing sick leave there's a law stating that only
45 days can be taken 3) Schilling taking lunch out of the hall.

They have a bag lunch to go. Not meals can't be taken out due to 8th policy.

Com. Mega Cals.

Cal Booker - Internship Program. Call to Chair the Committee

Bylaws
Com. Chair

Change agenda:

Change due to alternate
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