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Minutes for 3/28 Exec CSC Meeting
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CLASSIFIED STAFF COMMISSION
EXECUTIVE MEETING MINUTES
FRIDAY, MARCH 28, 1997

President Mike Moore called the meeting to order at 10:11 am.

Present: Alexandra Barnes, Cathy Bell, Cal Becker, Debbie Calhoun, Myra Cato, Tony McGuirt, Mike Moore, Robbie Nicholson, Olivia Shanahan, Nick Simmons.

Absent: Brian Becknell, Michalann Evatt, Steve Robbins.

1. Two corrections to minutes under Scholarship change to "begin" to "being" and "years" to "yearis." Also "inside clemson" should be capitalized. Minutes stand approved as corrected.

2. President's Report:
A. Mike needs names of two (2) persons on the Classified Staff Commission who would like to serve on the President's Commission on the Status of Women. Cal Becker, Cathy, Alexandra and Myra were interested. Cathy Bell gave Mike list of names from Kathy Sturkie. Others suggested were April Warner and Helena Douglas.
B. CSC representatives from Agriculture were asked to attend breakfast with the VP candidates.
C. We need to make sure the mail from the box is collected on a regular basis. There have been some items which seem to have taken quite some time to be received.
D. Athletic Council met on 3/26. They discussed Rick Barnes contract ($138,000). CU is the only ACC school where the Athletic program is not subsidized by the state. Athletic Department contributed $2.8 million to the University.
E. House Ways and Means Committee Bond Bill went to $10 million for Central Energy Facility and $17 million for Agriculture Biotechnology Center. The Senate Finance Committee is looking at Bond Bill now.

3. Treasurer's Report: Cal gave handout on budget status. Endowment includes the payroll deductions. There is a bill before the legislature to match endowment donations up to $5 million. Cal sent memo exercising our option to withhold additional scholarships at this time.

4. Committee Reports:
A. Policy & Welfare: Olivia reported the minutes for the last meeting need to be corrected before they are mailed out. She has been sent 5 new issues already. Their next meeting will be 4/8 before CSC Meeting/Luncheon. Looking at issues like sick leave pool, retirement income and savings, hazardous weather and compensatory time policy change. They are looking at possibility of co-sponsoring a Pre-Retirement seminar with HR. Not enough of these seminars are offered. 1997 Pre-retirement classes are full. Myra has dates for 1998.
B. Communications: Myra reported they did not meet last month. They have decided to send out next newsletter in May. Newsletter will include Q&A and a list of new and old representatives.
C. Scholarship: Tony and Cathy reported golf tournament will be April 12. Brian will pass the hat at the Luncheon for CSC hole sponsorship and a sign-up sheet for assistance. They are desperate for assistance in contacting hole sponsors and other donations. Olivia volunteered to help. Currently they have 4 teams signed up and 2 hole sponsors. Some of the tournament fliers were mailed back to our mail box due to insufficient addressing. Mail issue to be sent to P&W.
D. Membership: Alexandra reported they will meet on 4/1. Inserts on
representatives and legislators are ready; Cal will get them to us by 4/1. Cathy will print the By-laws.

1. Luncheon: The meeting will be at 10:00am, 11:00am presentation of awards; 11:30am guests will arrive; 12:00pm buffet luncheon. 4/1 we will determine headcount and menu. Please help seat the guests when they arrive.

We will use last year's brochures. We will need them updated during the year to make them more general. Scholarship form will not be given out. (It was used in 1995 specifically as a fundraising tool.) Alexandra has a list of all members (roster) and a list of all award recipients (6 reps, 9 als) that will be given out at the meeting. List of their constituents will be provided to each member. No additional communications will be sent to the persons whose areas have changed. E-mail ids will be left off the roster for those persons who do not receive e-mail. No gift to be given to President Curris. Need to contact photographer to take pictures of scholarship recipients at luncheon. (Let Melissa know.) Cal has ordered name tags for the new members.

2. Orientation: Committee Chairs will give a short speech. Members will be allowed to give first and second choice of committees they would like to work on. Placement on committees will be done at meeting. President and new President will both get to speak.

3. Letters from President Curris to member's supervisors almost ready to go out. Debbie needs to verify supervisors with 3 members.

5. Unfinished Business:
A. Laptop Computer: Mike wants to have this done. Sense of Committee is to get a laptop. Debbie will fax Mike list of what is needed on laptop @ 656-2507.
B. Ballots for election of officers: Mike will open up floor for nominations at the next meeting. Persons will leave the room, while show of hands voting occurs. Elections will occur in top down order.

6. New Business:
A. Appointment of Committee Chairs: Myra - Communications Committee, Olivia - P&W Committee and Alexandra - Membership Committee. Scholarship Committee TBD.
B. SCSEA: Tony made a motion "to move the SCSEA report under New Business." The motion was seconded and adopted.
C. Review of Appendices: The appendices will be handed out as is on 4/8. Cathy and Debbie have been working on the University Committee list. Cathy asked Alexandra to look at updating the Election Procedures.
D. University Committee Appointments: Tony will be getting with Mike as far as who is serving on what committee. Tony will ask continuing members if they want to continue serving on committees. Where they do not wish to continue or representative's term ended, replacements will need to be appointed. Tony will share updated information with Debbie.

The meeting adjourned at 11:45am.

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