President Tony McGuirt called the meeting to order at 9:11 am.

**Present:** Alexandra Barnes, Cal Becker, Brian Becknell, Cathy Bell, Debbie Calhoun, Myra Cato, Ron Herrin, Tony McGuirt, Olivia Shanahan.

**Absent:** Mike Moore, Betsey Shira.

1. **Minutes:** Page 2, changed word “up” to be “us.” Minutes were then approved as amended.

2. **President’s Report:** Tony distributed revised Calendar and revised Goals.
   
   **A. President’s Cabinet:** Clemson Fest takes place tonight on Intramural Field. It ends at 10pm.
   
   Formula Funding: We did well on the 14 items we were to be evaluated on. Last Monday there was a presentation on ADAC - Distance Learning Consortium. John Kelley announced they are developing the Model Extension Office Program. There were 2575 freshmen present on the day of the Cabinet Meeting; that was their target number. SAT scores are up 13 points on average. Highest average in State. 54 million research dollars raised; up $13 million from last year. Shah’s goal is to reach $100 million. Two additional distance learning classrooms are to be established (one in Tillman, one in Engineering). There was not a cut in the Library budget; cost of periodicals rose, there was one-time money in last year’s budget. $100,000 was given to the Library for books from the Provost. Library book sale will be 10/3.
   
   **B. Board of Trustees:** Student Affairs subcommittee will meet 9/3 at 10:30 am in Columbia.
   
   Executive and Audit Committee will meet 10/10 at 9:30 am at CU.
   
   **C. Tony distributed copy of Faculty Senate resolutions. He has copies of minutes and agenda.**

3. **Treasurer’s Report:** Cal distributed budget sheet. He reported we are expecting to receive $5,992.81 performance credit money in October which will give us a budget this year of $9,476.71. $15,000 was transferred to endowment. Cal made a recommendation to the Scholarship Committee to have a goal of $100,000 in the endowment at the end of 1997.

4. **Committee Reports:**
   
   **A. Membership:** Alexandra reported Mike Brewer’s phone number has changed since the roster was printed; it is 656-7687. Suggestion for P&W to consider: request to have all bicycles and motor scooters be required to have decals also. CSC Banquet cannot be put on Dr. Curris’ schedule until 1/1/98. We are beginning our review of representation. Please submit feedback to Alexandra.
   
   Right now numbers for rotation are 8 in 1998, 16 in 1999 and 20 in 2000. Clarification of 7/18 exec minutes: We spent exactly what was allotted from Human Resources on food; excess costs were a $200 bill for the Madren Center and $50 in invitation costs due to a clerical error. Request for this year has been done by Melissa Marcus with a 3-4% cost increase. In process of doing orientation Alexandra discovered the phone book contains a list of CSC Members. We need to develop procedures to update information on a regular basis.

   **B. Communications:** Myra reported they met after the last CSC meeting. Volunteers from other committees who will work on the Ad Hoc Benefits Committee are Dianna Haynes, Roxanne Bernard and Sherry Pierson. They will meet at STI on 9/9 at 10am. Dave says CSC cannot have our own logo for the Newsletter. Tony asked Myra to see if we can have a CSC wordmark. We cannot afford newsletter printed in color. Susan wants to let Dave take over the whole newsletter. Tony asked to be kept informed of this situation. LeRay has supplied them with the picture of the Scholarship recipients.

   **C. Policy & Welfare:** Olivia reported next meeting will be next week. They have new items to be discussed. On issue of computer access for retirees, they feel this affects only a small handful of
people and have put it on hold.

D. Scholarship: Brian reported they met the beginning of August before the CSC meeting. Scholarship pictures are done. 5x7's have been made for local papers. Chuck Toney will coordinate press between Inside Clemson, local papers and CSC Newsletter. Brian will talk with Chuck next week. Article will be written to go with picture listing Golf Tournament Sponsors. Benefits Fair will be Oct 14 & 15. This coincides with our meeting. Myra asked that all CSC members collect prizes for Benefits Fair; Exec members must bring in one door prize each. Pictures of Scholarship Recipients and parents are to be used for distribution at annual banquet with $.99 frames. They are gathering the information to produce the Scholarship Packets. Brian is to contact John Loit to set up next year's golf tournament; we want first available date after 4/15. There are no pins available for new donors to the Loyalty Fund.

5. Unfinished Business
A. Cal is to order 500 note cards. Debbie will reorder stationary same amount as last year.
B. Annuities Issues and Response: Tony will send copy of Peer Responses to exec members. Respond to Tony and he will make recommendation to Ron.
C. Support Staff Issues Sub-committee: Tony looking for persons to get together to write justification for position. He will send out e-mail on this. We may want to revisit laptop issue.
D. Legislative Forum: Cathy is working with Robbie to set this up.
E. Revisit goals and objectives: We ranked the goals as a 1, 2 or 3. Meeting set for 9/17 at 2:00pm, place TBA to discuss goals.
F. Speakers: Cathy will contact Nursing and Wellness Center for possible speaker for September meeting. In October Alexandra will give presentation done at New Employee Orientation. Other suggested speaker topics were: DCIT, bug problem expert, and travel.
G. Alexandra is to send us a copy of the orientation presentation script for proofing. Next orientation will be 9/5; CSC segment is at 11:15am.
H. Convocation Issues: Evaluation meeting is 9/4. Tony is looking for feedback, comments and suggestions. Confusion stems from conflicting information given to College staff.
I. Graduation Participation: May & August are frustrating times to find persons who will participate in graduation ceremony. Membership is to come up with procedures to do this easily. Alexandra is to get a list of eligible persons to Brian.
J. Web Page: Alexandra distributed copies of CSC web page. Dialog needs to be updated. Question of administration of web page remains; this is another reason to have a permanent support person. We will continue to have Robbie do this. Brian would also like to connect a Scholarship page where sponsors and pictures could be displayed.
K. Madren Center has been reserved for annual banquet on 4/14/98. Membership is to draft a memo to request a waiver of room fee.

6. New Business:
A. We would like to have a member of SCSEA (President?) to talk to CSC. We need someone from SCSEA to attend our meetings on a regular basis. Olivia will contact them.
B. Next meeting date changed to Wednesday, September 24, 1997, 1:30pm at 538 Edwards Hall.
C. Tony brought up questions given him by unidentified constituents. What were the average raises for faculty versus staff for past 5 years? What was the budget impact to departments for the raise we get this year that was not funded. Tony passed out information given him from Scott Ludlow. Faculty salary study data was used as part of the justification.

The meeting adjourned at 12:30pm.