

CLEMSON UNIVERSITY
CLASSIFIED STAFF COMMISSION MINUTES
 Tuesday, November 11, 1997

President Tony McGuirt called the meeting to order at 10:10am.

Present: Barnes, Becker, Becknell, Bell, Bernard, Bibb, Calhoun, Cato, Chandler, Daniel, Dryden, Gray, Harper, Haynes, Holladay, Keasler, Ladd, Maw, McGuirt, Morris, Norris, Padgett, Perry, Reeves, Shanahan, Shira, Simmons, Smith, Toney, Warmath, Warner.

Absent: Arthur, Brewer, Burkett, Carson, Hall, Herrin, Holton, Jennings, C. Massey, F. Massey, B. Moore, M. Moore, Parker, Parnell, Pierson, Pullen, Stirewalt, Thompson, Woodruff.

1. Minutes were approved as presented.
2. **President's Report:**
 - A. Tony announced CSC Note Cards are available up front, please take 4 or 5. If you need more contact Debbie.
 - B. No news from the President's Cabinet.
 - C. Cathy reported the Academic Council met on 11/3. There is now a university policy where undergraduate students can switch from one major to another once they have completed 12 credit hours. Deadline for Provost Innovation Funds is Nov 30, 1997.
 - D. At the December meeting we will have snacks. Tony suggested we bring donations for Christmas. Chuck Toney asked that we participate in one of the existing causes i.e. "Tiger Paws."
3. **Treasurer's Report:** Cal reported a few expenses have come in. We have received our performance credit money.
4. **Committee Reports**
 - A. **Standing Committees:**
 1. **Membership:** Alexandra reported we have a vote later today on elections.
 2. **Communications:** Myra reported the newsletters are up front. Note brochures on the scholarship have also been included for distribution. Please fold the newsletter and place the brochure inside if you are mailing them. Thank you was extended to all Benefit Fair workers. Employees signed up to give approximately an additional \$800 per year to the scholarship fund. December 15 is the deadline for submission of January Newsletter articles.
 3. **Policy and Welfare:** April reported they met and discussed their goals. They have divided up the colleges/areas and will be surveying them on their practices of giving staff awards and pay for performance. They are also looking at ways to hold open forums to allow representatives meet with all their constituents with refreshments. Please send your suggestions to April.
 4. **Scholarship:** Brian reported they met last week. The golf tournament will be held Friday, April 24, 1998 at 1:00pm. Next meeting will be held on 1st Thursday in December.
 - B. **Ad Hoc Committees**
 1. **Ad Hoc Committee to Study the Cooperative Salary Study:** Tony reported Kaye Lawson of Institutional Research met with the Executive Committee at their last meeting to discuss the Cooperative Salary Study. Because of the quick response needed, this Ad Hoc Committee was formed from the Executive Committee, consisting of April, Cal, Brian, Debbie and Dick. We were given a copy of the survey results. We were concerned with the subjectiveness of the survey; faculty and staff raises are administered differently, certain groups of people were excluded from their definition of faculty, it was faculty driven, we were not asked for input. Dr. Curris has requested an update of the study for this year. Cathy distributed the resolution that will be voted on under new business. This committee will meet again to prioritize our concerns to present to Dr. Curris. They will also be shared with Dr. Rogers.
 - C. **University Committees/Councils:**
 1. **Accident Review Board:** No report.
 2. **Athletic Council:** No report.
 3. **Bookstore Advisory:** No report.

4. **Brooks Center Advisory:** Did not meet.
 5. **Budget Council:** Cal reported they held their 2nd meeting of the year. The Budget Council prioritizes the recommendations for the surplus moneys. The top priorities were faculty salaries, Library funding and purchase and implementation of new financial system. Concern was also made regarding support staff salaries. January, February and March is the time of year to approach them with concerns.
 6. **CATS:** No report.
 7. **Constituent Council:** Have not met.
 8. **Human Resources Advisory:** No report.
 9. **Joint City/University:** Greg reported the CATS Facility Study Report has been completed. It shows this joint venture is doing an outstanding job. There were 6,100 riders last month. Rerouting of Edgewood Avenue to be perpendicular to Strode Circle is scheduled to be done in September 1998. The city will take care of the potholes that they have received complaints about. They are working on upgrading Cemetery Hill and developing a wall plan for niche spaces. Proceeds will go to the Calhoun Mansion. The non-motorized ban is still in existence.
 10. **Parking Advisory:** Elmer reported they met at the end of October. Gerald Vander Mey gave a traffic flow report; expect Highway 93 is to become 4 lanes and second bridge on Highway 93 toward the YMCA. Clemson has 16,000 students now and has expected growth to 23,000 students. The only area of the campus seen for growth is on the backside of the P&A Bldg. They are talking about allowing the shuttle busses only to connect behind Strom Thurmond Institute and the Library to improve service. There will not be visitor spaces all over the campus, they will be in designated spots. The next meeting will be in November.
 11. **President's Commission on the Status of Women:** Myra reported she attended her first meeting in October. On 11/18 at 8pm at Strom Thurmond Institute there will be a program "Just Say KNOW" with a skit on Where Women Will be in the 21st Century. They are also working on a sexual harassment survey. Faculty representation on CSW is heavier than staff. Send your concerns to Myra.
 12. **Quality of Minority Student Life (CQMSL):** We need a volunteer.
 13. **Recreation Advisory:** Report will be given at next meeting.
 14. **Telecommunications:** No report.
 15. **Travel Advisory:** Olivia reported they met 10/14. They have completed their first year with very little negative feedback. When using Small World Travel please provide feedback to them; take a look at their web site (frontpage.clemson.edu/campserv/). For statistics on Travel contact John Gilbert. Budget Rent-A-Car contract has been replaced with Alamo Rent-A-Car contact; use quick silver program. There is often great savings to fly out of Atlanta. Value Jet is now Air Trans. Small World Travel is now charging a fee for personal travel.
 16. **Union Advisory:** No report.
5. **Unfinished Business:**
 - A. **SCSEA:** No report.
 - B. Betsey Shira presented the changes to the By-laws that revise them by making the appendices procedures. Betsey read the motions that were passed out at last month's meeting. They were seconded and approved.
 - C. Chuck Toney reported newsletter will contain another request for more feedback. This week he will compile the information and give to the Communication Committee. Expect the survey to be sent out with the newsletter in January.
 - D. Alexandra Barnes passed out a list of the areas where elections would be held for 1998. The areas were realigned to best represent the staff of the university.
 6. **New Business:**
 - A. Cathy Bell read Resolution 1997-01 regarding the Cooperative Salary Study. She made a motion "to pass this resolution as read." It was seconded. A proposed amendment to take out "subjective" from the 4th whereas was accepted. A proposed amendment to end the resolution after "Clemson University Classified Staff" in the final statement was accepted. The motion was adopted.
 - B. Myra would like the Communications Committee members to meet briefly with her now.
 - C. Membership Committee will also meet directly following this meeting.
 7. Meeting was adjourned at 11:26am.