

CLEMSON UNIVERSITY
CLASSIFIED STAFF COMMISSION
EXECUTIVE COMMITTEE MINUTES

Tuesday, February 23, 1999

Present: Alexandra Barnes, Cathy Bell, Debbie Calhoun, Greg Padgett, Betsey Shira

Absent: Cory Massey, Robin Page, Chuck Toney, April Warner

Cathy Bell called the meeting to order at 10:15.

1. The minutes for the Executive meeting held on 1/5/99 were distributed and anyone who had corrections was to e-mail them back to Debbie.

2. **Announcements from the President:** Cathy Bell reported

A. **President's Cabinet** discussion included combining Telecommunications with DCIT. Student Service Awards and Classified Staff Award were approved by Administrative Council. Classified Staff Award criteria will be determined by the CSC. We are charged with the selection of winner by October 1. We will then send the name to HR. Winner will receive \$1,000 and a certificate and have their name engraved on a plaque. Awards will be given in December. Scott Ludlow would like to have an outside firm conduct a space analysis of CU. Scott wants affirmative action statement put on all EPMS evaluations, including non-supervisory employees. Debbie Dubose reported on the Alumni Fellows Program for distinguished alumni. One individual will be selected per college. They will come back to the University to get recognized.

Admin. Council
President's Cabinet

B. **Concerns:** Cathy forwarded concern regarding students parking at Long/Sikes Halls to April. Concern regarding cars being tampered with in the Library parking lot has been forwarded to ~~Lonnie Saxon~~.

April to ask Debbie Lonnie S. about

3. **Treasurer's Report:** Greg reported the Scholarship committee is looking into additional scholarships. The vending account is in good shape. He has called Alan Godfrey regarding Performance Credits. Betsey will check into this. We don't want to do a budget for the endowment account. Greg and Tony are checking on this. Cathy will send a letter to Lou Ferguson. Greg will see if the foundation account could be rolled over to the endowment account

4. **Committee Reports:**

A. **Membership:** Alexandra reported

1. They met to tabulate the election results. Three representatives were not re-elected (Page, Parnell, Ponder). There are 11 new representative and those re-elected. Election results have not gone out yet. We are working on update of information to produce new labels and reports. We are revising Appendix B We need to prepare letters to classified temporary grant employees explaining that they are now represented by the CSC. Placards need to be ordered. Nametags have been ordered. We need to remind outgoing reps to turn in their notebooks. New roster will go out in April.
2. Luncheon invitation list includes Administrative Council, Deans, Extension Faculty Senate President, Faculty Senate President, Student Government President, Graduate Student Association President, Jerry Knighton, scholarship recipients and their parents, ex-officio members, Beth Jarrard. Luncheon date is set for April 13.
3. Brenda Norris is organizing Orientation for new reps. Plans are to hold it in the Judge's Chambers on March 9 at 8:30-9:45. Executive Board members need to attend. We want to cover responsibilities of representatives and officers, sub-committees, high points of by-laws, attendance, Robert's Rules, and vacancies. Cathy will prepare a form to handout for officer nominations (need to have supervisor sign).

Betsey Cathy will also prepare a form for sub-committee selection. Refreshments will be provided.

B. **Communications:** Cathy reported for Robin Page that Robin has met with the committee members. The newsletter is not ready. Robin hopes to have it soon. If we send it out in March we have labels. Sandra Parker has the labels.

C. **Policy and Welfare:** April Warner was not present to give a report.

D. **Scholarship:** Betsey reported for Cory Massey that they met. Tony and Greg met to study the accounts. Golf Tournament sponsorships is as follows: hole sponsor - \$100, Corporate sponsor - \$250, Corporate + sponsor - \$500. They have commitments from Bell South (Corporate) and Sun Micro Systems (Corporate +). Cory and Brian will meet with Jeff Hall about bag lunch. The flyer will be proofed before it goes out March 26. It will contain a note stating "soft spike shoes only and players may not wear denim." March 19 is the deadline for logos to be sent to Brian. Jim Davis has been invited to be Master of Ceremony. Players will receive ditty bags, golf balls, T-shirts, golf towels, key chains, etc. Betsey will ask Cory to break down budget for Cathy.

Jonif Bell South a Corporate? Tod.

I think this fell through

I thought they hadn't reached him yet as of 3/23

5. Ad Hoc Committee Reports:

- A. Salary: *no report*
- B. Publications *no report* ?

6. Unfinished Business:

- A. **Committee Budget Requests:** In regard to the Luncheon funding to be used is as follows: flowers – vending or foundation, photos – state, invitations – state, food – vending, room – state and awards – state.
- B. **Committee to review the recommendations from the Commission on the Future of CU:** Cathy reported their 1 1/2 page report was submitted on February 5.
- C. **FS Budget Accountability Committee Update:** Debbie reported Robert Campbell has been removed as chair. Jim Davis in the interim chair. Their next meeting will be on Thursday 2/25.
- D. **Luncheon Speaker:** *Dr. Cuvier has been asked & it's on his calendar*
- E. **Legislative Issues:** Cathy reported April was supposed to be here. April met with Cathy and wants to make constituents aware of what is out there legislatively. We don't want to push SCSEA. We only want to be information provider.

7. New Business:

- A. **George Strait Concert:** Cathy reported she was given a resolution regarding sale of alcohol at concert. It will be discussed at the next CSC meeting. Facts need to be verified. George Smith, Union Director, wants to attend out next meeting. *Amendment will be reviewed at our next meeting if*

8. The meeting was adjourned at 1:13 PM. *Resolution*

↳ to hard - We want to make constituents aware of them + what they do.

Note: Next meeting will be in Room 538 Edwards Hall on March 30th.