Clemson University
Classified Staff Commission Minutes
Tuesday, March 14, 2000

Present: Patty Ables, Nancy Allgood, Jennifer Arblaster, Alexandra Barnes, Jerry Beckley, Brian Becknell, Cathy Bell, Barbara Bergman, Roxanne Bernard, Lynn Boiter, Brandy Burns, Debbie Calhoun, Harold Campbell, Susan Eller, Ruth Griffin, Dianne Haynes, Ron Herrin, Wendy Howard, Jean Kopczyck, Marian Littleton, Cory Massey, Greg Padgett, Robin Page, Sandra Parker, Steve Perry, Tammy Rothell, Olivia Shanahan, Betsey Shira, Dick Simmons, Charlotte Swafford, April Warner, James Williams

Absent: Larry Addis, Karen Addis, Bonnie Arrick, Kathy Bragg, Joyce Bridges, Sandra Burkett, Jenna Donald, Darline Graham-Boggs, Dianna Jones, Martha Morris, Pam Parnell, Wanda Reed, Linda Smith

Guests: Suzanne Atkinson, Betty Cook, Dave Fleming, Mike Green, Dexter Hawkins, Pete McConnell, Jill Richard, Shelby Sheriff, Patty Warner, Catherine Watt

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

1. Speaker: Dave Fleming, Director of Planning Institutional Research, spoke on the topic of CHE Performance Indicators. Performance indicators were developed 4 years ago by 4 members of the House, 4 members of the Senate, and 4 members at large. It was developed to hold higher education more accountable. There are 9 areas of critical success factors with 37 performance indicators. It was turned over to CHE. Over the next 4 years they determined how to define these indicators. They developed the “score card.” Mission resource requirement was to be developed to determine how to give out the funding. They threw out the funding formula. $757 million is what CU received. Last year CU received a score of 262. 15% of state institutions received an Exceeds rating. Two indicators have been combined with others for a total of 35. Definitions have been changed each year. Some of indicators are in direct conflict with other indicators. Email may be sent to Dave Fleming at sched@clemson.edu. Our peer institutions are Mississippi State, Auburn, Texas A&M, NCS, VPI, Iowa St, Michigan St, Purdue, Cal St, Georgia Tech, U Cal at Davis, and USC. Clemson University is very selective and sometimes thought to be private. It is hard to compare us to other land grant schools. CU is unique. Life scholarship loan program had a big impact on Clemson University. 37 states are doing some kind of study on performance of their higher education institutions. South Carolina is doing everything that everyone else says not to do. Faculty to staff indicator is only factor that affects staff. The state only funds half of our pay raises – it is a lobbying point. Many graduate assistantships have been dropped.

2. Minutes were approved as amended.

3. Open Commentary: None.

4. President’s Report: Comments from Cathy Bell
   A. Academic Council: Brian Becknell reported they deleted a program. They added an environmental program (4 classes). They discussed the teaching staff needed for this. They have stopped accepting freshmen applications. 9700 freshmen applications have been received. Clemson University has an 85% retention rate for freshmen.
   B. Administrative Council: Almeda Jacks established a nominating committee for the Algernon Sydney Sullivan Award. Jean Kopczyck is our representative. The SACS study is coming up. Jerry Beckley is to serve on committee for SACS study groups. President Barker has expressed interest in establishing a faculty/staff club on the campus. Send your opinions on this to Cathy or Brian. They will be serving as our representatives on this committee. They will be meeting on Thursday of this week. April 6th is Founder’s Day. Solid Orange Thank You will be held 1-5 PM at Cox Plaza (ice cream will be served). The Presidential Inauguration is April 7th. A memo from Cal Becker to Staff will go out asking them to meet at Brackett Hall. Banner bearer will be Tony McGuirt. College Marshall will be Pat Padgett. We encourage all representatives and constituents to participate. Thank you was made from County Employees since they will not have to take leave to attend the inauguration. Church service will be held on Thursday in Pendleton.
   C. Board of Trustees: Cathy reported after their last meeting that Thornton suggested she send interim report to B&T.
   D. Legislative Affairs: Brian reported the bills on pay raises and 28-year retirement are both faring well. They expect to see 28-year retirement bill pass this year. The Senate passed their version. Debate will occur next. The status of legislative bills can be followed at www.scstate.house.net.
   E. President’s Cabinet: Cathy reported their format now includes topics for discussion. The first one was what is the value of research. Upcoming topics: 1) Do you think the sustainability of the master plan is valid? Contact Gerald Vander Mey to get copy of the master plan. 2) Library – status what is its priority? Is it an issue? 3) Out of the committee on the future of the Clemson University Report, recommendation was made for top level research position to report to the President of the University? Is it a good idea? What should it be called? Loose group is working on the salary survey. They meet again on Thursday to look at questions that have been submitted.
F. Sylvia Moore was the first Thomas Green Clemson award recipient. She received $2500.
G. Judge Culler asked for the Parking Review Board to become a permanent university committee.
H. Library Advisory Committee has approved our request for representation.
I. Barker attended the CSC’s last Executive Committee meeting. He posed many questions. He is concerned about EPMS ratings. Do they need to be re-centered? What do you think about peer review as it related to bonuses?
J. Officers need to turn over records to Records Management Office.

5. **Treasurer’s Report:** Greg Padgett reported checks for golf tournament have started coming in. Luncheon/awards banquet is coming up. He does not have performance credit information as of yet.

6. **Committee Reports:**

A. **Standing Committees:**

1. **Membership:** Alexandra Barnes reported nominations for officers will be received today. Also we will be asking for your first and second choices for committee assignments. There are 21 new members. 4 representatives were re-elected or changed area. New representatives are not eligible to vote, but can be nominated for officer positions with the exception of Vice President. Those persons elected or appointed for this year are Karen Addis, Larry Addis, Suzanne Atkinson, Roxanne Bernard, Diana Bourgeois, Michael Green, Dexter Hawkins, Dianne Jones, Emma Knight, Robin Lay, Marian Littleton, Cynthia Long, Rita McConnell, Karen Pope, Gary Pye, Wanda Reed, Jill Richard, Shelby Sheriff, Giles Singleton, Charlotte Swafford, and Patricia Warner. Retiring members were asked to send dates that they have served on the commission and details of any positions they have held. There will be a change in the numbering of areas in April. A list with names of the departments in each area will be distributed in April. The nomination form is the most recent list of constituents for your areas. Lists will be provided in April. April is the Awards Luncheon at the Madren Center. Our meeting will be there also. We will be in dining in the center ballroom. Everyone will be sent an invitation for the luncheon. Please RSVP to Robin Page. Current roster will be distributed in April. Listserv list for emailing your constituents will be distributed in April.

2. **Communications:** Jerry Beckley reported the April newsletter is ready. Take a look at the web page. They will take pictures at the luncheon for the web page.

3. **Policy & Welfare:** April Warner reported they are looking at having representatives hold open forums with their constituents. Next meeting will be at the Madren Center before regular meeting.

4. **Scholarship:** Cory Massey reported they met on 3/13. Table covering is purple with orange stripe and white lettering. It should be here in time for luncheon. Golf tournament is May 19 at the Walker Course. Sponsorships are starting to come in. We have two teams with verbal commitment. Please help with golf tournament if you would like to. You will need to take half a day annual leave.

B. **University Committees:**

1. **Accident Review Board:** Willie Williams reported they did not meet.

2. **Athletic Council:** Cathy Bell reported that they met on Feb. 17. Richard Blackbourn reported that the Policy and Regulations Committee is reviewing the FAR position description at the direction of President Barker. The committee is utilizing input from Dr. Huey in formulating recommendations for consideration by the Athletic Council. The committee will be recommending a new process for selecting the FAR. Bill D’Andrea distributed copies of Test Proctor Center Usage at Vickery Hall. He also reported that freshman learning disabled students are given the opportunity to use Vickery Hall with approval from the Director of Student Disabilities. Bobby Robinson reported that the training room will be closed from Mar. 1 - Aug. 1 for renovation. This operation will be moved to Jervey Gym during this time. Stadium renovations of the east end will begin soon and should be completed by the first home football game and the indoor golf facility is almost completed. The Council meets March 16 to elect a Chair and Vice Chair and discuss the mission statement from the Athletic Department.

3. **Bookstore Advisory:** Wendy Howard reported they met, but there is nothing notable to report.

4. **Budget Council:** Greg Padgett reported they did not meet.

5. **CATS:** Robbie Nicholson

6. **Faculty Senate Budget Accountability Committee:** Debbie Calhoun reported they have not met.

7. **Human Resources Advisory:** Olivia Shanahan reported for Brian Becknell that there is no final word yet from the legislature concerning the tax-deferred annuity "matching" program as far as what amount will be put into employee accounts. Clemson had more people sign up for annuities than any other state agency. The problem that caused employee’s office telephone numbers and addresses to be omitted from the university telephone directory has been resolved and although you won't see results until the next directory, corrections will appear on the Web. Changes to the EPMS policy and the Grievance policy have been made on the Web and employees are encouraged to read these. Training sessions for supervisors and staff will be upcoming. In the meantime, special training sessions for Administrators only are scheduled for Tuesday, April 4, 9-11 AM and Monday, April 10, 9-11AM in G22 Lehotsky Hall Auditorium to discuss success criteria and planning stages. Also, the 28-year retirement with full benefits for state employees bill has passed the House and is now with the Senate Finance
Committee. There are many bills affecting human resources out there now. One addresses giving benefits to
temporary employees. Legislators are also addressing health insurance with a reduced deductible and increased
premiums. Employees are encouraged to review bills on the Web at www.scstatehouse.net to keep abreast of what
is being considered. Brian reported the deferred compensation program was successful. He thanked Dick and Ron
for all their hard work with this program.

8. Joint City/University: Greg Padgett reported he was unable to attend the meeting and will give a report for next
month.

9. Parking Advisory: Barbara Bergman reported only 4 members attended so a special meeting has been scheduled
for March 15. FM&O did not show up as requested to talk about the Calhoun Mansion Renovation Project, which
is slated to start this month and will affect parking. A recommendation to make graduate students who are
Teaching Assistants or Teachers of Record eligible for Employee parking was deferred while the entire parking
situation is under review. Commuter Student Lot C-12 has been added to the list of lots reserved for home football
games. A Parking Summit meeting hosted by Almeda Jacks is scheduled for March 15. It will include the Parking
Advisory Committee chaired by David Hamilton, the Parking Task Force chaired by Thorton Kirby, members of
various student committees, and the chiefs of the Fire and Police Departments.

10. President's Commission on the Status of Women: Myra Cato reported they met on February 25, 2000 at 1:30
PM in the President's conference room. Because the deadline for nominations was extended the selections for the
1999-2000 outstanding Women Awards was not determined until the week following the meeting. The
Outstanding Women Awards ceremony is scheduled for Tuesday, March 14, 4:00 p.m., Rotunda of the Strom
Thurmond Institute. This year's recipients are: Distinguished Contributor: Professor Doris (Dori) Helms, Biology
Instruction and Ag. Education Outstanding Faculty Woman: Professor Syd Cross, Department of Art Outstanding
Staff Woman: Ms. Cathy Toth Sturkie, Administrative assistant to the Faculty Senate Outstanding Undergraduate
Woman: Rita K. Bolt, Double Major, Speech and Communications and Political Science.

11. Recreation Advisory: Steve Perry reported they met 2/16. A new chair was elected. Work has started on
planning renovation of Fike. Two designers have already been identified. They plan to have an architect on board
in April. Total cost predicted is $23 million. Outdoor recreation program rental equipment program is available.
40 university clubs use the programs available. All fees will go up due to renovations. Cathy would like them to
know staff would like to say what we would like them to have and be able to give them our opinions. Steve will
check on this.

12. SCSEA: Betty Cook reported we currently have 561 members, 22 more than we had last year at this time. All
members should have received a legislative update from SCSEA. The 28-year retirement option with full benefits
looks like it has an excellent chance of getting approved. We will be taking a trip to Columbia on Wednesday,
March 29, to visit with our upstate legislators. Broadus Jamerson has been named the new SCSEA Executive
Director. A farewell party for Larry Ellis, the outgoing Executive Director, will be held on Tuesday, March 21 in
Columbia. The Chapter webpage, http://hubcap.clemson.edu/SCSEA/ has a hot link to South Carolina legislative
information. Next meeting is on Thursday, April 13.

13. Travel Services User Group: Cory Massey reported they did not meet during the last month.

14. Union Advisory: Robin Page

7. Unfinished Business: None.

8. New Business
A. Officer Nominations: Vice President, Secretary, Parliamentarian, and Treasurer. Cathy opened the floor to
nominations. Jerry Beckley was nominated for VP. Jill Richard was nominated for Secretary. Marian Littleton was
nominated for Parliamentarian. Cindy Long and Karen Pope were nominated for Treasurer. Other nominations will be
accepted at the April meeting. All nominees need to get a nomination form signed. Get these from Betsey.

B. Betsey Shira distributed changes to bylaws. Everyone is to review these for a vote at the April meeting.

C. Greg suggested the CSC should make a memorial gift donation in name of Dr. Bill Atchley, since he established the
Classified Staff Commission. It was suggested we should make the memorial gift to the CSC scholarship fund in an
amount up to $250. CSC Executive Committee will make the final decision on the amount at their next meeting.

9. The meeting was adjourned at 12:18 PM.

NEXT MEETING: Tuesday, April 11, 2000, 10:00 AM, Madren Center.