Clemson University Classified Staff Commission
Executive Committee Minutes
April 3, 2000

Present: Alexandra Barnes, Jerry Beckley, Brian Becknell, Cathy Bell, Debbie Calhoun, Cory Massey, Greg Padgett, Betsey Shira, April Warner

Cathy Bell called the meeting to order at 1:05 PM.

1. The minutes were approved as amended.

2. Announcements from the President: Cathy Bell
   A. Academic Council: Brian reported they cancelled their last meeting.
   B. Administrative Council: Cathy reported at the 3/13 meeting they discussed: 1) Salary resolution from the CSC – They decided to invite Dick Simmons to attend a future Administrative Council meeting to discuss ratings on EPMS evaluations and changes in the state rating process. Cathy would like to see April follow-up on how may persons attend the EPMS training sessions for supervisors/when was the last time a supervisor attended an EPMS training session. 2) Support for the CSC – The Administrative Council agreed that the CSC needed a support staff person. President Barker is to follow-up with Cathy Bell. Cathy is looking for available space. She will contact Dewitt Stone. 3) Martin Luther King Holiday – President Barker asked the Council to gauge support for a MLK holiday at Clemson. Debbie suggested they look at how many employees selected that date as their optional holiday.
   C. Board of Trustees: Next Budget and Finance Committee meeting is April 20 at 1PM at the Madren Center. Next full Board meeting is April 21 at 1 PM. Brian will be giving a report at both of these meetings.
   D. Governmental Affairs: Brian reported they cancelled their meeting the week of Spring Break, he was unable to attend the meeting last Friday and they cancelled the meeting for next week. The House passed raises for state employees at 2.5% COL and 1% merit. Usually the Senate will pass larger raises. Also the environment looks good for the 28-year retirement bill to pass this year.
   E. President’s Cabinet: Cathy reported she has not received much feedback on the topic questions she has forwarded. These questions will continue to be sent out.

3. Treasurer’s Report: Greg Padgett distributed a written budget/financial statement. Our initial E&G budget was $3485. We received $6980 in performance credit money.

4. Committee Reports:
   A. Membership: Alexandra Barnes reported the orientation was successful; all but 4 new representatives attended. She recommended for next year information on committees and officers be dispersed at the March CSC Meeting. Officers should attend if they are available. One electee resigned. Mike Green has also mentioned he may resign. The luncheon will be held at the Madren Center on 4/11. She asked the Board members to greet guests and dignitaries as they come in. 13 persons are to get awards. Dinner will not be a buffet and will be served at 11:45 AM.
   B. Communications: Jerry Beckley distributed a draft copy of the April Newsletter. Alexandra requested that the list of representatives for 2000-01 appear in this copy of the newsletter. Spring scholarship recipients (Patrick Murphy and Amanda Shaw) should also appear in the newsletter. Jerry requested that all information for the newsletter be sent to Joyce@strom.clemson.edu by Friday.
   C. Policy and Welfare: April Warner reported they have looked at the health and dental benefits of our peer institutions. Ours are comparable, however some of them have an optional increased dental coverage at a higher cost to the employee. April will call Ron Herrin to see how to pursue this.
   D. Scholarship: Cory Massey reported Edwards Ford has agreed to donate a vehicle for a hole-in-one. WCCP will do 10 announcements per day. Negotiations are under way for food and drinks. We should send a thank you to Brandy Burns for arranging the WCCP ads. WCCP will have a celebrity golf team to play in our tournament. Cory received a call regarding the $6000 in interest that has accumulated in an account from the payroll deductions. This needs to be moved to the Scholarship endowment. This seems to be a problem every year. Cathy will address this. The table covers have been ordered.

5. Unfinished Business
   A. Bylaws: Debbie will send Betsey a list of who did not attend the meeting last month so that she can send them copies of the Bylaws.
B. **Loose Group:** Cathy has received some feedback on this. New questions were formulated that will be added to the list of questions the survey should address.

C. **Clemson Club:** Cathy and Brian have gone to meetings on Faculty/Staff Club. Send them input as to where should it be? What should it have? What are your expectations? Should there be a membership fee?

D. **Staff Support Person/Place/Finances:** Greg suggested we use the performance credit money to purchase equipment needed for the staff person (computer, laser printer, fax machine, 2 phone lines, voice/data jack, copier, desk, chair, etc.) Steve Copland informed Greg that there would be $10,000 added to our budget for a permanent part-time staff support person. We need to thank President Barker and Scott Ludlow for pursuing this for us. They are also looking at providing a $1000 stipend/Bonus to the President of the CSC.

E. **Faculty Senate Finance Committee response:** Cathy will send out the suggestions she has collected.

F. **Thomas Green Clemson Award Nominations:** One award has been given out. They can give out as many as 10 per year. Send your nominations to Cathy.

G. **Memorial Gift for President Atchley:** Greg reported he would check on the maximum allowable donation from the Foundation account. It was approved that this amount will be given to the CSC Scholarship Fund. Any funds left over in the Foundation account can be used to purchase flowers for the CSC Annual Luncheon.

H. **CSC representative on the Library Advisory Committee representative has been approved.** Diana Bourgeois will be our representative.

I. **Our SACS Committee representative will be Dexter Hawkins.**

6. **New Business**

A. **Women’s Commission Nominations:** Cathy asked that names of nominees be sent to her. The deadline is the end of April. April Warner requested her name be sent. Cathy will email us the name of the other staff person who was suggested.

B. **Parking Advisory Board:** Cathy sent the information to Brian, April and Barbara Bergman. Deborah Culler wants the Parking Review Board to become a permanent University Committee. Robert Waller, who is responsible for the Faculty Manual updates, contacted Cathy on this matter. They want 8 “CSC” staff members. Cathy suggested they ask for 8 staff who are not necessarily CSC members. This matter has been taken directly to the Faculty Senate for insertion in their manual without going through the Administrative Council. To Cathy’s knowledge this is the third time an issue which affects more than just the Faculty has been included in the Faculty Manual without going to the Administrative Council to her knowledge. She intends to take this up with the Administrative Council.

C. **HR Awards:** Brian will follow up on this.

D. **CSC officer nominations:** Brian will follow up on this for Secretary and Vice President.

E. **Staff Advisory Committee:** Cathy will follow up on this.

F. **Send Cathy suggestions for anything you would like to have her include in her speech for the President’s Inauguration.**

7. The meeting adjourned at 3:30 PM.