Clemson University Classified Staff Commission Executive Committee Meeting Minutes

July 25, 2000 8:30 AM

L. J. Fields

Present: Nancy Allgood, Brian Becknell, Cathy Bell, Barbara Bergman, Marian Littleton, April Warner

Absent: Larry Addis, Jerry Beckley, Cindy Long, Wendy Howard

Brian Becknell called the meeting to order at 8:45 AM.

1. Approval of Minutes. Minutes were approved with corrections.

2. Announcements from the President: Brian Becknell made the following reports.

A. Academic Council: Has not met.
B. Administrative Council: Has not met. No word yet on how next year’s calendar will account for our new holidays. CSC should make a recommendation.
C. Board of Trustees: They approved the budget for 2000-2001. They approved a land swap deal for land within the experimental station. They also discussed the air quality study and expressed their concern.
D. Governmental Affairs: Has not met. They will call for university concerns in August to prepare for the next legislative session.
E. President’s Cabinet: Brian is still receiving responses about merit raises. In general, staff indicate that they would
prefer raises to be equitable across the entire campus.

F. Other - Master Planning Task Force: The task force received the first draft from the consulting firm. It talks about a “rigorous effort to create a car-free academic core...with an equitably rigorous assessment of the functional impact of doing so...”

3. Treasurer's Report: Cynthia Long emailed the following report. It has been slow as far as paying bills, etc. Vending Committee has met and decided on FY01 funding. Brian has probably given you the update on our funding $$ so I won't go into details. The Annual Fund has had another deposit of January-June payroll deductions. I'll have exact monies now sitting in this account at the CSC meeting in August. I have e-mailed Greg to have the responsibility of the Golf Course holding account transfer to me. Hopefully this will be soon.

4. Committee Reports:
   
A. Membership: Nancy Allgood named two potential candidates for areas 26 (Cindy Cope) and 18 (Steve Shiflet). Dexter Hawkins found two people willing to represent area 15 but their supervisor said no. Still working on finding reps for area 15, 29 and 10. There was a question about the awards luncheon. Madren Center already has “our” room reserved, but it might be our own reservation. If it is not our reservation, the awards luncheon may be moved to April 3. Tammy Rothell may have a copy of last year’s guest list and invitations.
   
B. Communications: Marian Littleton noted that they are still waiting for Brian’s article for the newsletter.
   
C. Policy and Welfare: April Warner had no new information.
   
D. Scholarship: No report.

5. Ad Hoc Committee Reports:

A. Ad Hoc Committee for Staff Ombudsman: Cathy Bell reported that letters soliciting committee membership had been sent out to several people.

6. Unfinished Business

A. Loose Group: No report.

B. Staff Support Person/Place/Finances: Still waiting on position to open up. No word on space. Jerry Beckley has their
printer/fax machine. Barbara Bergman will order their computer using the Dell Big Buy PO.

C. **HR Awards:** The Vending Committee did not fund the HR awards.

D. **Vending Committee Allocation Request:** We received $1000 more than last year, although we only received $4000 instead of the $7000 that we asked for. The awards luncheon and gifts will be funded.

E. **Resolution on Class Benefit:** The original assumption was incorrect. This item will be dropped from the agenda.

7. **New Business**

A. **Ad Hoc By-Laws:** It was asked if it was okay to add non-members to ad hoc committees. The answer was no, according to Robert’s Rules of Order. It is okay to call in “consultants.”

B. **Habitat Blitz Commitment:** We need to define our commitment to the Habitat Blitz. Executive Committee should compile a list of suggestions and present them to membership at August’s meeting. One idea was to have areas compete against each other and offer a party as a reward for fulfillment of their commitment.

C. **Role of Staff in Administrator Evaluations:** Cathy Bell plans to meet with Dori Helms to discuss this topic.

D. **Staff Awards:** It was brought up that we should look into approaching the Board of Trustees to fund an award for staff excellence.

E. **Provost Search Committee:** Classified staff, via the CSC, were not represented on the Provost Search Committee. Brian will continue to pursue the matter.

8. **Adjournment:** The meeting was adjourned at 10:05 AM.

Next meeting is Tuesday, August 29 at 8:30 AM in L. J. Fields.