Brian Becknell called the meeting to order at 10:05 AM.

1. **Approval of Minutes**: Minutes were approved as written.

2. **Open Commentary**: Beth Jarrard spoke on the selection of Clemson University as Time Magazine's Public College of the Year. A celebration will be held this Friday at the Hendrix Center. All students, faculty, and staff are encouraged to attend. Free decals and buttons will be available to all. College of the Year T-shirts will be available for purchase for $5. If you are unable to attend, you can purchase a T-shirt by writing a check for $5 made out to Clemson University and sending to Cathy Sams. All T-shirts are extra large; purchase includes a decal and button.

3. **President's Report**: Comments from Brian Becknell
   
   A. **Academic Council**: No report. They did not meet last week because of the Labor Day holiday.
   
   B. **Administrative Council**: 1) There is a $1,000 state-mandated limit on bonuses paid to unclassified staff. Some managers wanted to give larger bonuses. 2) There is an RFP ready to go out for shipping vendors to get preferred status on campus. In return they will remodel the university post office. 3) Construction has started on Hwy 93. Council agreed that they would like to rename this section of road. Dori Helms will form a naming committee. 4) The renovation of the stadium includes construction of a new restaurant on the SW side of the stadium. President Barker reported that he received a letter complaining about liquor sales at the restaurant. 5) Campus may be migrating towards Ravenel. 6) Council received a presentation by Mr. Simmons regarding strategies for making EPMS more meaningful. Council members received a list of all employees in their areas who received a "concedes to meets." Employees also have a responsibility themselves to make it happen. 6) Holiday schedule for 2001 has been published. It still includes a floating holiday, which many state institutions dropped because it is labor intensive to manage.
   
   C. **Board of Trustees**: No report.
   
   D. **Legislative Affairs**: No report.
   
   E. **President's Cabinet**: Still under discussion: How big should Clemson be? Brian submitted his list of staff responses to the cabinet.
F. Other: For the Master Planning Task Force, members have been asked to take pictures of their most favorite and least favorite parts of campus. Send your suggestions to beck@clemson.edu.

4. Treasurer’s Report: Cindy Long reports that Vending Funds have a current balance of $3,696.98. Partially due to paying for two old FY 2000 invoices this fiscal year. E&G Funds will be purchasing the part-time administrative assistant’s computer during the month of September in the amount of $1,312; however, performance credits should also be applied during September. A request for transfer of Golf Tournament monies to the Endowment has been made and should be effected for October for the first quarter transfer in this fiscal year. A total transfer of $6,446.28 was requested. A quarterly report for the fund balance of the endowment will be given at the October meeting.

5. Committee Reports:
A. Standing Committees:
   1. Membership: Nancy Allgood announced that Carla Duncan would be a new representative for Area 29.
   2. Communications: Wendy Howard has a sign-up sheet for working at the Benefits Fair, October 3-4. We have items for raffle. Copies of the latest newsletter will be available. The next issue will be out in October.
   3. Policy & Welfare: April Warner said that they have received many requests to look at air and water quality in campus buildings. P&W will solicit comments from employees via a mass email message to be sent out this week. They may get Dr. McDonald speak to the CSC. April also brought out a resolution regarding staff representation on search committees for academic administrators. The resolution was passed and will be presented to the Academic Council.
   4. Scholarship: Cindy Long reported that they have pictures of this year’s winners of the CSC Scholarships. They also have a special door prize for the Benefit Fair for new signers of payroll deductions. Currently only 11% of staff give to the CSC Scholarship fund.

B. Ad Hoc Committees:
   1. Ad Hoc Committee for Staff Ombudsman: Jerry Beckley reported that they meet tomorrow. They are scheduled to meet on 9/28 with members of the faculty ombudsman committee. They plan to have their report ready in December.

C. University Committees:
   1. Accident Review Board: Willie Williams reported that the University Accident Review Board met on Aug 17. Reviewed and made recommendations concerning 7 motor pool accidents and 5 non-motor pool accidents. Next defensive driving class will be on November 14th. Next Accident Review Board meeting will be on October 5th.
   2. Athletic Council: Cathy Bell reported that the Council met on Aug. 31, 2000. The four committee chairs were named. The committee identified six issues to deal with this year. There was discussion on media exposure and the recent change in sports coverage. Bobby Robinson presented the final design for Littlejohn and annex. Linda White distributed the new student athlete handbook. The next meeting is scheduled for Sept. 21, 2000.
   3. Bookstore Advisory: Cindy Long reported that they met August 15th. The Bookstore Management gave a brief summary of ‘rush’ preparation, prepacks, refund requirements, the bookstore’s low price guarantee, the variety of goods (non-textbooks) offered by the Bookstore, and information on their WEB page.
(http://depts.clemson.edu/campsers/bookstore/). Anyone who is interested in this committee is invited to attend. The next meeting will be held in November. You can contact John Gilbert at gilberj@clemson.edu for additional information on the date and time. There was also a tour of the Bookstore.

4. **Budget Council**: No report.

5. **CATS**: No report.

6. **Council on Community & Diversity**: No report. We need a volunteer to serve on this committee. The member does not have to be a member of the CSC but they have to submit reports to the CSC.

7. **Faculty Senate Budget Accountability**: Cindy Long reported that they have not met since the last CSC meeting.

8. **Human Resources Advisory**: No report.

9. **Joint City/University**: Robin Page and/or Jill Richard reported that construction is proceeding on Hwy 93. Jeff Martin was elected as the Vice Chair for 2000-01.

10. **Library Advisory**: Diana Bourgeois reported that University Library Advisory Committee has not met. Betty Cook would like to remind everyone that the Cooper Library Book Sale is on Friday, September 29, 2000. There is a $7 fee from 9 - 10 a.m. but it is free the rest of the day until 6 p.m.

11. **Parking Advisory**: Barbara Bergman reported that 2 visitor parking spaces would be converted to employee parking spaces at the Service and Support Facility per employee request. There are no plans to make permanent or enlarge the gravel lot south of the P&AS. The committee will be looking into signage problems in lot south of Hendrix, next to Redfern, and also looking at committee membership and terms.

12. **President’s Commission on the Status of Women**: No report.

13. **Recreation Advisory**: Steve Perry reported that they have not met in the past month.

14. **SACS Committee on Physical Resources**: Dexter Hawkins reported that the SACS committee meetings will begin September 21, 9:30-11:00am E305 Martin.

15. **SCSEA**: Betty Cook reported that the SCSEA headquarters office in Columbia, SC has a new toll-free number 1-877-882-4025, Monday through Friday from 8:30 a.m. until 5 p.m. The next Chapter meeting is on Thursday, September 14, at 8:15 a.m. in Lee Hall at the Gunnin Architecture Library. A membership form is available on the Clemson SCSEA Web Page <http://hubcap.clemson.edu/SCSEA/> or from Paula Henderson, Membership Chair, 656-2565 or <phndrsn@clemson.edu>.

6. **Unfinished Business**

A. **Blitz Build 2001 Support**: A Bake Sale will be held October 13 from 10:00 AM to 4:00 PM (or until goods run out). Solicitations for goods, request for volunteers to man tables, and packaging guidelines will be sent out this week by email.

B. **Clemson Club**: The survey has not yet come out.

C. **Staff Evaluation of Administrators**:

7. **New Business**

A. **Convocation**: Convocation was a success. Staff were better represented than ever.

B. **Parking Review Board**: The PRB still needs staff representation. Boards meet every other week for about 2 hours to review parking offenses. Send email to Judge Deborah Culler if your or one of your constituents is interested
in serving. Jerry Beckley, Jill Richards, Carla Duncan, Marian Littleton, and Robin Lay expressed interest in serving on the boards.

C. Merit Raises: In answer to a staff question, yes, the money for merit raises has been allocated. It is an average of 1% based on the EPMS rating dated March 2001. There must be a differential between the rankings.

D. CSC Staff Position Update: Position will probably be housed in the University Union. Brian, Jerry and Barbara are reviewing applications and will schedule interviews.

E. Appreciation for Serving: The membership voted to approve purchase of College of the Year T-shirts for all representatives.

F. Retirement: Employees eligible for retirement next year should have received a green brochure in the mail about the "Ready, Set, Go" meeting. 600 employees are eligible to attend. There is room for 235 to attend the meeting in the Strom Thurmond Auditorium. Contact Human Resources if you want to attend. Videos of the session will be available afterwards.

G. How Big Should Clemson University Be? Brian gave an update in his opening reports.

The meeting was adjourned at 11:25 AM.

NEXT MEETING: Tuesday, October 10, 2000, 10:00 AM, Student Senate Chambers