

**CLEMSON UNIVERSITY
CLASSIFIED STAFF SENATE**

September 9, 10:00 AM (2003)
Student Senate Chambers

MINUTES

Present:

Absent:

Guests: Lawrence Nichols, Misty Smith

Vice President Ron Addis called the meeting to order at 10:05 AM.

1. **Approval of Minutes.** The minutes of the August 12, 2003 meeting were approved as submitted.
2. **Guest Speaker:** Misty Smith, ARA, presented information on the revised faculty/staff meal plan from ARA. The Faculty/Staff Plus 20 meal plan costs \$215. It offers 20 meals per semester and \$100 in Paw Points, plus other discounts and specials. More information can be found at <http://www.clemson.edu/dining>.
3. **Open Commentary.** None.
4. **Announcements from the President**
 - A. **Academic Council**, Ron Addis. A major goal of the academic plan is to revitalize the curriculum.
 - B. **Administrative Council**, Phil Landreth. No report.
 - C. **Board of Trustees**, Phil Landreth. Has not met.
 - D. **Governmental Affairs**, Ron Addis. Has not met. Staff were encouraged to complete the survey offered by the MAP Commission, Governor Sanford's Governor's Commission on Management, Accountability and Performance (MAP). More information is available from <http://www.mapcommission.sc.gov/>
 - E. **President's Cabinet**, Phil Landreth. September 9 from 7:00 PM to 9:00PM training will be offered on how to write a grant proposal.
 - F. **Other:**
 - 1) **Human Resources**, Lawrence Nichols. The Benefits Fair will be held Wednesday, October 15 from 9:00 AM until 3:00 PM in the newly reopened Fike Recreation Center. Employees should carefully review all the changes in their health care policies. These are state-mandated changes and are based in part on the recent online survey that employees were asked to complete. Regarding possible RIFs, President Barker has said that this will be the last possible option for absorbing budget cuts. Clemson University is in discussion with the state regarding a proposal to transfer PSA to the Department of Agriculture. This proposal is not acceptable to the university. A senator noted that this same proposal was made in 1991 but did not succeed at that time.
5. **Treasurer's Report**, Cynthia Long. Endowment figures are not yet posted. The salary budget contains \$22,195. Spent \$65 in Other and no monies spent from the Travel budget.
6. **Committee Reports**
 - A. **Standing Committees**
 - 1) **Membership**, Ron Addis. Met 8/3 and 9/9 and worked on amendments to bylaws regarding voting of new senators, beginning of terms, and nomination of new senators for office. Will have proposals ready for the next meeting.
 - 2) **Communications**, Corey Ferrier. Will start work on November newsletter. The committee has gathered all their donations for their raffle basket. Committee will meet immediately after this meeting.
 - 3) **Policy and Welfare**, Dan Schmiedt. Thanks to the library staff who chipped in and purchased a leaf blower for the P&W committee's raffle basket. Committee will set up several case studies to help determine the economic impact of the escalating costs of health insurance on staff.
 - 4) **Scholarship**, Jenny Peay. Signup sheet is available for volunteers to work the golf tournament. Reminder, you'll have to use annual leave for anytime spent away from your job to work the tournament. Since the team registration forms went out late, the late fee would be waived. Each senator is encouraged to get 2 sponsors for the tournament. Scholarship and activities committees will meet briefly after this meeting.
 - 5) **Activities**, Lynn Boiter/Gary Pye. Fall Golf Tournament - Committees should bring their raffle baskets to the CSS meeting on Tuesday, September 9th. If you have any questions, contact Lynn Boiter at 656-0135. Benefits Fair - will be held on October 15th. We will continue to sell raffle tickets for the 2 drawings until then. Almost \$100 has already been collected. Activities Committee will be collecting money for those tickets already sold at CSS meeting on Tuesday. Additional tickets will be available.
 - B. **University Committees**
 - 1) **Accident Review Board**, Gary Pye. The August meeting was cancelled.
 - 2) **Air & Water Quality Committee**, Dan Schmiedt. No report.
 - 3) **Athletic Council**, Dexter Hawkins. No report.
 - 4) **Bookstore Advisory**, Cindy Long. Currently obtaining listing of new committee members. First meeting for FY04 school year to be scheduled soon.

- 5) **Budget Accountability**, Phil Landreth. No report.
 - 6) **CAFS**, Robbie Nicholson. No report.
 - 7) **Clemson University Foundation Board**, Phil Landreth. No report.
 - 8) **Council on Community & Diversity**, Terri Vaughan. Met Tuesday, September 2. The Council will determine what is to be their goal for this year and to develop a master diversity plan based on that goal.
 - 9) **Healthy Communities**, Dexter Hawkins. No report.
 - 10) **Human Resources Advisory**, Julia McBride. Insurance premium increases will be effective January 1, 2004 and the new premiums will be deducted in the 2nd paycheck of December 2003. There is a new Retirement Plan Form on the HR website under Payroll & Benefits. New employees now have 30 days to sign up for a plan rather than 15. Encourage new employees to attend the New Employee Orientation. If the employee is in CUBS by Thursday afternoon that employee should be invited to orientation the next Friday. The seminar "Planning for the Future" is scheduled for November 12th & 13th where a Social Security representative, a SCRS rep, a counselor and attorney will be present to answer questions. Contact Dan Alder (dald@clmson.edu) to attend. If you haven't completed the MAP survey at www.mapcom.mission.sc.gov, please do so ASAP. Next HRAC meeting is tomorrow, September 10, 2003.
 - 11) **Joint City/University**, Christine Drais. No report.
 - 12) **Library Advisory**, Karon Donald. Renovations are complete in the public access areas. Renovations are still in progress in some of the office areas. Library Summit III will take place September 11 at the Madren Center.
 - 13) **Parking Advisory**, Dan Schmiedt. Has not yet met.
 - 14) **President's Commission on the Status of Black Faculty & Staff**, Sandra Parker. The President's Commission on the Status of Black Faculty and Staff held its first meeting of the semester on Sept. 1. Commissioners discussed goals for the academic year and appointments for Commission committees.
 - 15) **President's Commission on the Status of Women**, Cathy Bell. No report.
 - 16) **Recreation Advisory**, Dexter Hawkins. No report.
 - 17) **Substance Abuse Advisory Committee**, Robin Lay. Has not met.
 - 18) **South Carolina State Employees Association**, Betty Cook. The South Carolina State Employees Association will have a booth at the upcoming Benefits Fair on October 15. Please consider joining the Association at that time. We will have applications available as well as folks who will answer your questions. Our next Chapter Executive Board Meeting is Thursday, September 11, at 8:15 a.m. in the Hendrix Center Conference Room on level 2. If you have any suggestions for expanding employee benefits, please e-mail Betty Cook, chapter president, at celizab@clmson.edu or Dwight Vines, chapter legislative chair at dvines@clmson.edu.
7. **Unfinished Business**
- A. CSS Administrative Assistant Position Update: Allie Polikoff has accepted the position of administrative assistant for the Classified Staff Senate. She started working here August 29.
8. **Adjournment.** There being no further business, the meeting adjourned at 10:45 AM.

Next Meeting: Tuesday, October 14, 2003, 10:00 AM, Student Senate Chambers