Clemson University
Classified Staff Senate
February 10, 2004, 10:00 AM
Student Senate Chambers

Minutes

Present: Ronald Addis, Barbara Bergman, Chris Behrens, Teresa Blanding, Lynn Boiter, Deanna Burns, Keith Chapman, Linda Cocke, Richard Cowan, Karon Donald, Mike Edwards, Corey Ferrier, Lynn Fowler, Dexter Hawkins, Buddy Hood, Heather Irwin, Billie Jones, Emma Knight, Linda Kanaley, Jean Kopczyk, Phil Landreth, Robin Lay, Cindy Long, Julia McBride, Cindy Owens, Jenny Peay, Dan Schiemdt, Steve Shiflet, Christine Sober, Terri Vaughan

Absent: Samantha Bass, Wayne Chao, Christine Drais, Gary Gaulin, Linda Landreth, Judy Link, Michelle Piektowski, Gary Pye, Cathie Rhodes, Bill Shivar, Wanda Smith, Suerea Wooten

President Phil Landreth called the meeting to order at 10:00 a.m.

1. Approval of Minutes. The January minutes were approved with one correction.

2. Guest Speaker: Susan Coleman from the Fike Recreation Center gave a PowerPoint presentation and answered questions regarding the programs available at Fike. She also distributed schedules, brochures and fee information.

3. Open Commentary: None.

4. Announcements from the President

A. Academic Council, Phil Landreth: Has not met.

B. Administrative Council, Phil Landreth: Lawrence Nichols reported that the focus is budgetary issues at this time, i.e., the proposed budget cuts to PSA. The actual impact of the $15 million budget cut is actually $45 million due to fact that the PSA programs are woven into our academic program through public service activities, and monies will be lost by way of research and faculty members who bring in grants. The magnitude of CU's cuts is disproportionate to those of other universities. The BOT is looking at every possible budgetary scenario and no decisions have been made.

C. Board of Trustees, Phil Landreth:

D. Governmental Affairs, Ron Addis: The Higher Education Subcommittee adopted a proviso to cap tuition increases for FY 2004-05 at $250 per semester above the higher education price index (HEPI) for in-state undergraduates at four-year public institutions. Subcommittees will continue to meet to review agency budget requests and consider provisos through the week of February 9.

E. President’s Cabinet, Phil Landreth: Several issues were discussed:

1) The BOT Annual Awards Event is being planned for April. The CSS has been asked to assist;  
2) Phil announced the CSS spring golf tournament;  
3) In response to a question about staff bonuses, Provost Helms reported that she and President Barker have not discussed the issue but will put it on their agenda;  
4) Aramark is creating a master plan on campus projecting ten years in advance;  
5) It was clarified that the employee grievance act that is presently in legislation does not affect Clemson employees;  
6) Federal funds are being sought for the proposed parking structure.

F. Other:

1) Human Resources, Lawrence Nichols: No decisions have been made regarding how to handle budgetary shortfalls.

5. Treasurer’s Report, Cynthia Long reported:

- the transfer request for the $34,097.33 from the deposit account (funds raised through the Benefits Fair and Spring/Fall Golf Tournaments) to the Endowment Fund has been completed;
- E&G account has $1,500 in Other, $1,000 in Travel

The treasurer’s report was accepted as submitted.

6. Committee Reports

A. Standing Committees

1) Membership, Ron Addis: The assignment of areas has been revised due to the reorganization of some departments. Senators whose are changed have been notified. Barbara Bergman made a motion that the reorganization of area be accepted by the full body; Jenny Peay seconded. The motion to accept the reorganization of Senate areas was approved.

2) Communications, Corey Ferrier: The February newsletter is in progress.

3) Policy and Welfare, Dan Schmiedt: The issue of the CU smoking policy is being examined due to some complaints about large groups of smokers blocking major doorways to buildings. Please send comments to Dan Schmiedt. A response to the complaints will be sent. The committee will also look into the problem of the disposal of chewing tobacco.

4) Scholarship, Jenny Peay: The spring golf tournament is May 21. Volunteers are needed for planning and implementing the event.

5) Activities, Lynn Boiter/Gary Pye: The Awards Luncheon/20th Celebration of the CSS is scheduled for April 13. Please plan to attend.
16) Recreation Advisory, Dexter Hawkins. Has not met.
17) Substance Abuse Advisory Committee, Robin Lay. Has not met.
18) South Carolina State Employees Association, Betty Cook. The first Clemson University Legislative Forum sponsored by the Clemson SCSEA Chapter, CUCSS and CUFS was held on February 23, 2004 in the ST! Self Auditorium. The SCSEA Legislative Agenda was presented by lobbyist Broadus J. Jamerson, III followed by short speeches by Representatives B. R. Skelton, William Whitmire, and Bill Sandifer and Senator Thomas Alexander. An excellent question and answer session followed. Four Clemson SCSEA members traveled to Columbia on March 2 for the State Employees Day at the South Carolina State House. Close to 500 state employees from around the state participated. Although a 2% raise has been proposed, It is recommended that state employees contact The Honorable Robert W. Harrell, Jr., Chairman of the House Ways and Means Committee and request a 5% raise to cover rising health care costs and a lack of cost-of-living raises over the last two years. His contact information is available at http://www.scstatehouse.net/html-pages/house2.html. The next SCSEA Chapter Meeting is scheduled for Thursday, March 11, at 8:15 a.m. in the Hendrix Student Center Board Room.

7. Unfinished Business
   A. Officer Nominations. At the March meeting Richard Cowan was nominated for Vice President. Nominations will be accepted for the positions of Vice President/President Elect, Treasurer, Secretary, and Parliamentarian.
   B. New Senator Update. New senators for the 2004-2005 session include Gail Bryson – area 16, Deborah Cantrell – area 26, Glenda Dickson – area 7, Sally Glenn – area 5, and Al Littlejohn – area 12. There are 3 unfilled seats, one each in areas 10, 18 and 20.

8. New Business
   A. CSS Administrative Assistant Update. The position was posted from 02/27/2004 until 03/12/2004. Interview committee will consist of Phil Landreth, Ron Addis and Barbara Bergman. The position was upgraded from pay band 4A to 4C. Last year, of the 59 applicants, only 5-6 were Clemson employees. This year many more Clemson employees were interested in applying.
   B. No-Cost Job Enhancement Update. Lawrence Nichols met with the CSS executive committee last Wednesday to review the list of suggestions for no-cost job enhancements. Of the 27 suggestions sent in, Lawrence Nichols and the CSS Executive committee decided only 6 were truly low or no cost and had a chance of being implemented. Lawrence is taking the following suggestions to President Barker for consideration: (1) Free flu shots, (2) Free CPR training, (3) Increased awareness of the Flex-time policy on campus, (4) Monthly lottery for a reserved parking space next to your office, (5) Approach Aramark for a 10% discount on all campus dining facilities (similar to how the CU Bookstore gives a 10% discount when showing your staff id), and (6) Develop a holiday schedule between Christmas and New Year’s Day such that the University "closes" and people can take annual leave if desired.
   C. Support of Other University Causes. The question was raised if the CSS could donate money to the Clemson University Foundation Fund for Breast Cancer Screening. After discussion, it was decided that it was not financially feasible for the senate to contribute money at this time.
   D. Board of Trustees Staff Award of Excellence. All staff, both classified and unclassified, may be nominated for recognition at the second annual Board of Trustees Staff Award of Excellence Banquet. Awards must have been won between July 1, 2002 and December 31, 2003 and may be received from the university or any of its units, community or civic, or professional organizations. (Election to an office within a group is not considered an award.) You may nominate yourself or any staff person. A copy of the nomination form is available at http://www.clemson.edu/bot/staffawards.htm. However, a hard copy of the nomination form along with a copy of the award which was won must also be forwarded to Janice Kleck in 201 Sikes Hall. Deadline for all nominations is Wednesday, March 24, 2004. All nominations received will be forwarded to Human Resources and to the Classified Staff Senate Policy and Welfare Committee for validation.

9. Announcements

10. Adjournment. The meeting was adjourned at 11:00 AM.

Next Meeting: Tuesday, April 6, 2004, 10:00 AM, Madren Center Bell South Auditorium Awards luncheon afterwards in Ballrooms A & B
B. University Committees
2) Accident Review Board, Gary Pye: Has not met.
3) Air & Water Quality Committee, Dan Schmiedt: Has not met.
3) Athletic Council, Dexter Hawkins: Last met on January 15; the next meeting is on February 12. One issue discussed was ticket distribution of Peach Bowl tickets. For the minutes click on http://virtual.clemson.edu/groups/PROVOST/athletic_council/.
4) Bookstore Advisory, Cindy Long: Has not met.
5) Budget Accountability, Phil Landreth: At the last meeting the staff compensation philosophy was addressed using the Oklahoma Study. They are trying to obtain the Louisville study as well. The President spoke about the budget and the Board of Trustees report card. The staff is now included in the category regarding faculty pay. The staff has not been included on this report card in the past. The staff is also included in the proposed budgets for the Road Map next year as a supporting entity of the Road Map; however, the proposal depends on rending budget cuts.
6) CATS, Robbie Nicholson: Clemson Area Transit had record breaking rider ship of 1,152,510 passengers for calendar year 2003, and rider ship continues to grow. The City of Seneca has applied for a grant for FY 04/05 to contract Bus services from CAT. If the grant is approved, the CAT buses are bound for Seneca next fall.
7) Clemson University Foundation Board, Phil Landreth: Has not met.
8) Council on Community & Diversity, Terri Vaughan: The Council on Community and Diversity met on Tuesday, February 3. Guest speakers Tina LeMay of the University Union and Dave Dryden of Publications and Promotion spoke about the One World Project and One World Week. Information about the One World Project is available at http://www.clemson.edu/oworld. A fundraiser for this project, called Mr. Barker’s Neighborhood, will be held at Cafe and Then Some in Greenville on Sunday, February 29 at 4 pm. Contact Terri Vaughan, terriv@clemson.edu, at 656-3867 for invitations.
9) Healthy Communities, Dexter Hawkins: Has not met.
10) Human Resources Advisory, Julia McBride: Has not met.
11) Joint City/University, Christine Drais: Presenter was Jennifer Shurley, CU Coordinator for Community Service. She explained to the group how 717 CU students are involved in serving the local community through independent volunteerism, membership in clubs and organizations, service-learning in the classroom, internships, and the Clemson Community Service Grant.
   The Community Service Office, part of Student Affairs, maintains a database of information on service opportunities that is available on the community service website. She encouraged us all to take advantage of this service in posting our needs. Students are able to access the information anytime through the internet.
   This office also works with the student service organization, Tigers Who Care, to host the annual Volunteer Fair, which brings local non-profit agencies to campus to display their volunteer needs.
   Plans are being made for the year-end JCUAC Banquet for representatives of both the City and the University.
12) Library Advisory, Karen Donald: Has not met.
13) Parking Advisory, Dan Schmiedt: Has not 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 is planning a public forum for the spring semester. The forum will be open to the University community. Additional details will be available at a later date. A general information brochure on the Commission will be available mid-February.
15) President’s Commission on the Status of Women, Chris Sober: The Women’s Commission met on January 23. The Commission is now accepting nominations for Outstanding Women and Distinguished Contributor Awards. Nomination forms are available on the website www.clemson.edu/womenscommission. The deadline for nominations is February 9, 2004. Plans are continuing for the 10th anniversary celebration which will kick off on March 10th with the Outstanding Women Awards Ceremony and continue through the fall semester. Events and dates will be announced as they are finalized. In other business, Lawrence Nichols is continuing to investigate compensation issues related to the Oklahoma and Louisville Studies. The Commission also took note of Governor Sanford’s endorsement in discouraging spousal abuse in his State of the Address.
16) Recreation Advisory, Dexter Hawkins: Has not met.
17) Substance Abuse Advisory Committee, Robin Lay: Has not met.
18) South Carolina State Employees Association, Betty Cook: The Clemson Chapter of the South Carolina State Employees Association will be co-sponsoring, along with the CSS and the Faculty Senate, a meeting in the Strom Thurmond Institute Auditorium on Monday, February 23, 2004, at 4:30 p.m. Broadus Jamerson, our SCSEA lobbyist, will do a presentation on the SCSEA Legislative Agenda. In addition, the Legislative Delegations from Oconee, Pickens and Anderson Counties have been invited to attend the meeting. We encourage you to let folks in your respective areas know about this event. The SCSEA Day in Columbia has been re-scheduled to Tuesday, March 2. If you are interested in attending, please contact Betty Cook at 656-3932 or celizab@clemson.edu ASAP about car-pooling. A lunch will be served and reservations are needed. The next SCSEA Executive Board Meeting will be held on Thursday, February 12, 2004, at 8:15 a.m. in the Hendrix Student Center Board Room.

7. Unfinished Business
8. New Business
   A. President Phil Landreth opened the floor for nomination of Officers. Lynn Boiter nominated Richard Cowan for Vice President. Nominations are also open for officers at the March Senate Meeting.
9. Announcements
   A. Allie Polikoff has resigned as CSS Administrative Assistant as of February 20, 2004. She is making a career change.
10. Adjournment: There being no further business, the meeting adjourned at 11:30 A.M.
Next Meeting: Tuesday, March 9, 2004, 10:00 AM, Student Senate Chambers
Guest Speaker: Will Mayo – Wellness Center