

**CLEMSON UNIVERSITY
CLASSIFIED STAFF SENATE**

June 14, 2005, 10:00 AM
Student Senate Chambers

Minutes

Present: Ron Addis, Chris Behrens, Lynn Boiter, Deanna Burns, Deborah Cantrell, David Crockett, Linda Cocke, Richard Cowan, Glenda Dickson, Karon Donald, Mike Edwards, Lynn Fowler, Gary Gaulin, Sally Glenn, Brad Goff, Dexter Hawkins, Linda Kanaley, Marty King, Phil Landreth, Cindy Long, Julia McBride, Jenny Peay, Susan Pope, Gary Pye, Dan Schmiedt, Steve Shiflet, Bill Shivar, Shelley Slann, Wanda Smith, Marlene Ventura

Absent: Lydia Arneson, Teresa Blanding, Gail Bryson, Keith Chapman, Barbara Emkin, James Hood, Billie Jones, Naomi Kelly, Judy Link, Al Littlejohn, Cindy Owens, Michelle Piekutowski, Chris Sober

Guests: Curtis Lee, Lawrence Nichols, Eugene Troutman

President Richard Cowan called the meeting to order at 10:03 AM.

1. **Approval of Minutes:** Dan Schmiedt made a motion to approve the minutes of the May 10, 2005 Classified Staff Senate meeting as submitted. Linda Cocke seconded the motion, and the vote was unanimous.
2. **Open Commentary:** Richard welcomed and introduced Eugene (Gene) Troutman, Executive Secretary to the Board of Trustees. Mr. Troutman is the link to the Board of Trustees, and welcomes questions and comments.
3. **Announcements from the President**
 - A. **Academic Council,** Richard Cowan. Has not met.
 - B. **Administrative Council,** Lawrence Nichols. The Council is preparing for the Board of Trustees Summer Retreat scheduled for July 22-24, 2005. The meeting will be held in Charleston, South Carolina.
 - C. **Board of Trustees,** Richard Cowan. If anyone has anything to add to the BOT report, please send the information to Richard no later than June 17, 2005. Richard plans on attending the meeting to present the CSS report to the Board.
 - D. **Governmental Affairs,** Lynn Boiter. If anyone is having difficulties receiving or forwarding the Legislative Update, please see Lynn after the meeting.
 - E. **President's Cabinet,** Richard Cowan. 1) Good News! All vetos on Clemson's budget by Mark Sanford, Governor of the State of South Carolina, were overridden. 2) Clemson University Genomics Institute made a presentation on genetics and biochemistry research. Visit CUG's webpage for more information on genomics - <http://www.genome.clemson.edu/>.
- 1) **Human Resources,** Lawrence Nichols. 1) TERI – The group was updated on recent changes to the TERI program due to the passage of Bill S.618. Lawrence recommended visiting the South Carolina Retirement Systems website for accurate and updated information regarding the changes - <http://www.retirement.sc.gov/>. 2) Hiring Rate Changes – The impact to the university was minimal. The names of the employees impacted were communicated with Human Resources Officers, and then the information was disseminated to the departments.
4. **Treasurer's Report,** Cynthia Long. No changes to the Endowment or Annual Fund. The remaining balance in Vending is \$900 and E&G is \$900. The deposits for the golf tournament currently total \$16,481.

5. Committee Reports

A. Standing Committees

- 1) **Activities**, Julia McBride/Gary Pye. Thanks to everyone who made the golf tournament such a success. Now that the tournament is behind us, we are working on a mystery dinner theater fundraiser for October 1st at the Hendrix Student Center and the Benefits Fair in late October.
- 2) **Communications**, David Crockett. CSS has taken ownership of the new CSS website files. Dave will work with Karon over the next few months to link the old and new websites.
- 3) **Membership**, Chris Sober. The Membership Committee will meet in August.
- 4) **Policy and Welfare**, Dan Schmiedt. 1) A \$500 per semester fee for students in the College of Business and Public Affairs does not apply to staff taking advantage of the free class benefit. It was never the intent to charge staff. Refunds will be given to anyone who was charged this fee in error. 2) Geary Robinson, Director for Parking Services is forming a committee to review parking issues on campus. Dan Schmiedt and Richard Cowan have both been selected to serve on this committee. Policy and Welfare recommends waiting to review the committees finding before drafting a parking resolution on behalf of the staff.
- 5) **Scholarship**, Jenny Peay. The tournament was held on June 3rd. The volunteers got a little wet, but everyone had a wonderful time. This tournament is the most successful tournament to date. The Scholarship and Activities Committees have a wrap up meeting scheduled for 6/17/2005, 8:30AM, 809 University Union. The mystery dinner will be discussed at this meeting.

B. University Committees

- 1) **Accident Review Board**, Gary Pye. Has not met.
- 2) **Alcohol & Other Drugs Task Force**, Gary Pye. Has not met.
- 3) **Athletic Council**, Ron Addis. Has not met.
- 4) **Bookstore Advisory**, Cindy Long. Has not met.
- 5) **Faculty Senate Budget Accountability**, Richard Cowan. Has not met.
- 6) **CATS**, Robbie Nicholson. The Joint Transit Advisory Board meeting was conducted on June 8, 2005, at Southern Wesleyan University, Lowell E. Jennings Campus Life Building, Mitchell Board Room, 12:00pm. Richard Cotton, City of Clemson Administrator, welcomed members and guests. Dr. David Spittal, SWU President, commented on CAT Bus Service and SWU's involvement. Senator Thomas Alexander presented Al Babinicz, CAT Executive Director, with a plaque honoring CAT for the dedication displayed in establishing a successful "free" transit service for the past 10 years. Jim Fierson, SCDOT-DMT, was also present and coordinated the program. There was a display of the new buses along with a Campus Tour at the close of the meeting. Jerrold Cade, V.P. of Student Life, SWU invited all to take the tour and ride the bus.
- 7) **Campus Master Plan Task Force**, Al Littlejohn. No report.
- 8) **Clemson University Foundation Board**, Richard Cowan. No report.
- 9) **Council on Community & Diversity**, Terri Vaughan. The Council is currently working on the issue of minority faculty/staff/student recruitment and retention, particularly African American recruitment and retention. A statement for the President's report card has been finalized and sent to Debbie Jackson.
- 10) **Human Resources Advisory**, Julia McBride. 1) Mac Howard from the International Office discussed employment verification and hours worked limitations on international students. International students working over 20 hours per week are in violation of federal codes. 2) Voluntary Furlough Program ends as of June 30, 2005. 3) Printer friendly pay stubs are now available. 4) 2003 payroll information will be purged as of 7/1/2005.
- 11) **Joint City/University**, Deborah Cantrell. Has not met.
- 12) **Library Advisory**, Karon Donald. Has not met.

- 13) **Parking Advisory**, Dan Schiemdt. Has not met.
 - 14) **President's Commission on the Status of Black Faculty & Staff**, Sandra Parker. Has not met.
 - 15) **President's Commission on the Status of Women**, Chris Sober. The Women's Commission met May 25. The Commission held their end-of-year retreat at the Madren Center. The Health Fair evaluations were reviewed and plans were made for next year's fair. Other topics discussed were issues the Commission may want to address next year such as child care, domestic violence, professional development for women, and leadership roles.
 - 16) **Recreation Advisory**, Dexter Hawkins. Has not met.
 - 17) **South Carolina State Employees Association**, Betty Cook. The Clemson Chapter of the South Carolina State Employees Association does not meet in June or July. Executive Board members Betty Cook and Rosa Graden will be attending the Annual SCSEA Annual Conference in Columbia on Saturday, June 11. Please remember to thank your upstate legislators and the governor for giving state employees a 4% raise beginning July 1, 2005 and not raising the cost of health care or the deductible beginning January 1, 2006.
 - 18) **Student Conduct Code Review Committee**, Deborah Cantrell and Phil Landreth. Has not met.
6. **Unfinished Business**
- A. **Staff Ombudsman**: Richard Cowan informed the group that the attitude of Administrative Council toward creating a staff ombudsman position is more positive than in the past.
7. **New Business**
8. **Announcements**
- A. **Summer Schedule**: The June 28 Executive Committee meeting and the July 12 Classified Staff Senate meeting was cancelled.
 - B. **August Senate Meeting**: Make note of the change in the August meeting location. The next CSS meeting will be held at the Hendrix Student Center, McKissick Theater.
9. **Adjournment**: Gary Gaulin made a motion to adjourn, Marty King seconded the motion, and the vote was unanimous. The meeting adjourned at 10:50AM.

Next Meeting: Tuesday, August 9, 2005, 10:00 AM, Hendrix Student Center, McKissick Theater

Guest Speaker: Almeda R. Jacks, Vice President for Student Affairs

Topic: Student Life and Career Reflections