

**CLEMSON UNIVERSITY
CLASSIFIED STAFF SENATE**

October 11, 2005, 10:00 AM
Self Auditorium, Strom Thurmond Institute

Present: Ron Addis, Lydia Arneson, Chris Behrens, Teresa Blanding, Lynn Boiter, Deanna Burns, Deborah Cantrell, Linda Cocke, Richard Cowan, David Crockett, Glenda Dickson, Karon Donald, Barbara Emkin, Lynn Fowler, Gary Gaulin, Sally Glenn, Dexter Hawkins, Buddy Hood, Naomi Kelly, Marty King, Phil Landreth, Judy Link, Al Littlejohn, Julia McBride, Cindy Owens, Jenny Peay, Susan Pope, Dan Schmiedt, Steve Shiflet, Shelley Slann, Wanda Smith, Chris Sober, Marlene Ventura

Absent: Gail Bryson, Keith Chapman, Mike Edwards, Brad Goff, Billie Jones, Linda Kanaley, Cindy Long, Michelle Piekutowski, Gary Pye, Bill Shivar

Guests: Joyce Bridges, Cal Becker, Cathy Bell, Pam Bowen, Julie Breazeale, Joyce Bridges, Bobbie Bryant, Barbara Burts, Betty Carson, Linda Collins, Chris Colthorpe, Mary Alice Cromer, Jim Davis, Sandra Davis, Carolyn Douglass, Allen Dunn, Joyce Dunn, D. Fennell, M. Gaines, Ron Gant, Bill Geer, Frank Gentry, Eve Gibson, Carol Golightly, Shirley Grimes, Dianna Haynes, Pat Henderson, Ami Hood, Vickie Hood, Rick Jarvis, Farris Johnson, Steve Johnson, Tina Jurecek, Diane Keese, Gayle Kelly, Patsy Lynch, Stephen Machnik, Melvin Maw, Jo McAnally, Linda McGee, Kathi McGuffin, Jack McKenzie, Lawrence Nichols, Greg Padgett, Joyce Peebles, Linda Pilgrim, Pat Powell, Vickie Ramsey, Mary Reimer, Yvonne Scott, Olivia Shanahan, Joan Short, Kathy Skinner, Ann Smith, Mylene Smith, Jackie Swaney, Regina Taylor, Gene Troutman, Jane Turbeville, Sylvia Vaughn, Anolyn Watkins, Charlie White, Elaine White, Charles Williams

President Richard Cowan called the meeting to order at 10:00AM.

1. Guest Speakers:

- A.** Lisa Fields from Prevent Child Abuse of Oconee County began by thanking the faculty, staff and students for their generosity last year. With the help of the Classified Staff Senate, the Christmas Wishes Toy Drive was able to sponsor 600 families with 1,012 children in Oconee County. Prevent Child Abuse works closely with other organizations, school guidance counselors and the Department of Social Services to identify families in need. Every effort is made to ensure that the children sponsored by the Christmas Wishes Program are not sponsored by another agency or organization. Donated toys should be new and unwrapped for girls and boys from infant to age fourteen. Additional information including drop off locations will be distributed across campus in late October. For more information on Prevent Child Abuse of Oconee County contact Lisa Fields at (864) 886-9960 or visit www.keepkidssafesc.org.
- B.** Broadus Jamerson, Executive Director for the South Carolina State Employees Association, spoke about the history of the TERI program and the changes in the retirement plan. Fourteen states offer a Deferred Retirement Option program (DROP). South Carolina was the thirteenth state to adopt a DROP plan. South Carolina titled the plan Teacher Employee Retention Incentive (TERI). The TERI program originated to retain educators in the public school system. On a separate note, a lawsuit was filed by four TERI participants because of the contribution change now required of retirees. The lawsuit is now considered a class action lawsuit. The case is on the fast track, and hopefully will be concluded by late 2005 or early 2006. Mr. Jamerson was asked about the state breaking a contract with employees. He had heard the term implied contract, but his feeling was the state created the retirement plan and had all rights to adjust the plan when necessary.

Retirement Plan Changes

Contribution Changes

Effective 7/1/2005

- Employees: Contributions increased from 6% of gross pay to 6.25%.
- Employers (taxpayers): No change.
- Retirees: All working retirees required to pay 6.25% of gross pay into the SCRS. Working retirees did not previously pay into the SCRS.

Effective 7/1/2006

- Employees: Contributions increased from 6.25% of gross pay to 6.50%.
- Employers (taxpayers): Contributions increased from 7.55% to 8.05%.
- Retirees: All working retirees required to pay 6.50% of gross pay into the SCRS.

Effective 7/1/2007

- Employers (taxpayers): Contributions increased from 8.05% to 8.55%.

Benefit Changes

Effective 7/1/2005

- Eligible retirees will receive a guaranteed annual cost of living (COLA) increase of up to 1%. The Consumer Price Index from the prior December 31st has to be at least 1% for the guarantee. The State Budget and Control has the authority to grant a COLA in excess of 1% if the SCRS amortized unfunded liability does not exceed 30 years.
- Working retirees are eligible for a group life insurance benefit equal to their one year of annual salary.
- \$50,000 earning limitation was removed for retirees returning to covered employment after a break in service.
- Retirees hired on or after 7/1/05 will not be eligible for a second annual leave payout.

Investment Changes

- S.618 increased the equity investments from a maximum of 40% to 70% of the total portfolio.
- The law allowed the hiring of a chief investment officer (CIO) who will have responsibility for the retirement plan investments.

Statistics

Mr. Jamerson explained the reasoning behind the retirement plan changes. In 2000, before the implementation of the TERI program, the unfunded actuarial accrued liability (UAAL) of the SCRS was 3 years. After TERI was offered as a retirement option, the UAAL was restated for the year 2000 increasing the unfunded liability to 16 years. The projected UAAL as of June 2004 was 27 years. Without changes to the SCRS in 2005, it would have been the first time in over 30 years that retirees would not have received a COLA increase, because it would have extended the UAAL in excess of 30 years. A plan cannot exceed 30 years of accrued liability and meet the federal solvency guidelines.

- Employees paying into SCRS: 189,000
- Number of people drawing SCRS benefits: 89,000
- TERI participants (as of 6/2005): 14,016
- Other working retirees: 8,639

Contact Karon Donald at (864)656-9000 or karond@clermson.edu to view the complete presentation on DVD or VHS.

2. **Approval of Minutes:** The minutes from the September 13, 2005 Classified Staff Senate meeting will be reviewed/approved at the November 8, 2005 meeting.
3. **Open Commentary:** None.
4. **Announcements from the President**
 - A. **Academic Council**, Richard Cowan. No report.
 - B. **Administrative Council**, Lawrence Nichols. The group has primarily focused on preparing for the October Board of Trustees meeting. The Council did approve the 2006 holiday schedule.
 - C. **Board of Trustees**, Richard Cowan. No report.
 - D. **Governmental Affairs**, Lynn Boiter. No report.
 - E. **President's Cabinet**, Richard Cowan. The group viewed a presentation on emergency preparedness. Clemson University has an Emergency Preparedness Plan to move students, staff and faculty in the event of an emergency. Contact William E. Daniel at (864) 656-3554 for additional information.
 - F. **Other:**
 - 1) **Human Resources**, Lawrence Nichols. 1) October is open enrollment for state benefit plans. There are several ways to receive additional information on available options; contact Human Resources, review the Insurance Advantage Newsletter, and or attend the Benefits Fair on October 25, 2005. 2) Flu shots will be available at the Benefit Fair. 3) HR is still receiving questions and concerns over recent SCRS changes.
5. **Treasurer's Report**, Cynthia Long. The transfer of \$14,000 earned for the 2005 golf tournament has occurred and the total PRINCIPLE in the endowment is \$185,318.08. Once the year end report for the endowment has been finalized, a report will be delivered to the CSS giving the actual endowment amount including interest as of 6/30/05. Please note that the transfer of \$14,000 will not be included in this figure. Current OTHER unexpended fund is \$3,965.66, TRAVEL is \$419.66 and VENDING balance is \$4,984.68. Dan Schmiedt motioned to approve the report as read. Ron Addis seconded the motion, and the vote was unanimous.
6. **Committee Reports**
 - A. **Standing Committees**
 - 1) **Activities**, Julia McBride/Gary Pye. The Mystery Dinner Theater was held on Saturday, October 1, 2005. Everyone in attendance seemed to enjoy the meal and the entertainment. The Benefits Fair is scheduled for October 25, 2005 at Littlejohn Coliseum. Two volunteers per hour are needed to man the CSS booth. A sign-up sheet is currently being circulated for the hours of 9:00AM until 3:00PM. The booth will consist of a bean bag toss game, free popcorn, and literature about the scholarship program. Concerns were expressed about needing additional volunteers to help with the popcorn. Julia McBride will contact committee members to confirm a volunteer schedule.
 - 2) **Communications**, David Crockett. No report.
 - 3) **Membership**, Chris Sober. The committee is continuing to work on ideas for a membership drive for January 2006. If you know of anyone who might be interested in serving as a senator, please let us know. Better yet, invite them to a meeting.
 - 4) **Policy and Welfare**, Dan Schmiedt. The group is currently discussing the issue of staff benefits.
 - 5) **Scholarship**, Jenny Peay. If you didn't attend the Mystery Dinner Theater, you really missed out on an evening of fun. Jenny Peay thanked everyone who helped organize the event, and she extended a special thanks to Richard and AEIOU. The actors performed at a reduced rate and it was greatly appreciated. Over \$2,300 was raised at this event. Now, it is time to start gearing up for the golf tournament. Meetings will start early in 2006.

B. University Committees

- 1) **Accident Review Board**, Chris Behrens. Has not met.
- 2) **Alcohol & Other Drugs Task Force**, Gary Pye. No report.
- 3) **Athletic Council**, Ron Addis. The first meeting of the year was on September 21. Members were introduced. There were two special guests from ACC Compliance who were visiting the campus to get an overview of Clemson's compliance system. Dr. Terry Don Phillips reviewed the rationale of the President's Sportsmanship Task Force and the positive results that have already been seen. He also reported that the West Zone Project, which will keep Clemson competitive with other top level universities, is on schedule. Dr. Phillips introduced Dr. Loreto Jackson, who has been hired to the Department's administration to develop and oversee a new integrated program of athlete care and support. This unique Total Athlete Care and Performance Program is designed to address student-athlete welfare and performance issues from a holistic perspective. New ideas will be implemented to meet the physical, mental, social and emotional needs of student-athletes. The purpose of this new program is to enhance the Clemson Experience for student-athletes to assist them in reaching new levels of excellence in the classroom, field, and in life. Committee chairs were introduced and committee assignments reviewed. Ron Addis will serve on the Campus and Community Relations Subcommittee. Les Carlson was elected vice-chair of the AC to fill the unexpired term of Janie Hodge, who assumed the Chair position when Richard Blackburn accepted a position at Mississippi State.
- 4) **Bookstore Advisory**, Cindy Long. No report.
- 5) **Faculty Senate Budget Accountability**, Richard Cowan. Has not met.
- 6) **CATS**, Robbie Nicholson. More people are riding CATBUS than ever before, last month (September 05) CATBUS ridership jumped to an all time record monthly high of 208,312 passengers safely carried. Last year CATBUS carried 1,410,343 passengers recording an unprecedented 14% passenger increase. So far, it is a very busy and very productive year. Clearly CATBUS is experiencing major passenger growth resulting in students and the public having an economical and safe alternative to soaring gas prices. Students and employees are discovering that leaving their cars at home just a few days a week can make a BIG difference. The growing senior population is also benefiting from increased mobility. However, demand for more buses, going more places, more often, still continues to outpace supply.
- 7) **Campus Master Plan Task Force**, Al Littlejohn. No report.
- 8) **Clemson University Environmental**, Chris Sober. The Clemson University Environmental Committee met September 15. The committee viewed a presentation on Sustainability Overview and received an update on the Riparian Corridor Master Plan. Both the slide show and master plan can be viewed at www.clemson.edu/cuec. A resolution was presented proposing a "litter free campus" initiative in conjunction with the Palmetto Pride educational campaign to promote litter awareness and a cleaner environment. In addition to the litter control program, the committee also discussed the University's recycling program and the feasibility of increasing efforts in that area.
- 9) **Clemson University Foundation Board**, Richard Cowan. No report.
- 10) **Council on Community & Diversity**, Terri Vaughan. No report.
- 11) **Human Resources Advisory**, Julia McBride. Lawrence Nichols covered most of the issues in the HR report. Other items discussed were I-9 form changes, graduate assistant differentials, and financial advisors. Employees are published in a directory and on the web, so it is easy for financial advisors to contact individual regarding TERI investments. Use caution when dealing with anyone contacting you requesting personal information. The state only recognizes/endorse four financial institutions. HR will send the names of the state approved financial institutions to employees prior to the Benefits Fair.

- 12) **Joint City/University**, Deborah Cantrell. Work has started on a 2006 conference that will focus on enhancing the living and working environment for students and residents on campus and in the surrounding communities.
- 13) **Library Advisory**, Karon Donald. Has not met.
- 14) **Parking Advisory**, Dan Schiemdt. Geary Robinson, Director of Parking Services is forming an adhoc committee to address parking rates, five mile parking enforcement radius, and other relevant issues.
- 15) **President's Commission on the Status of Black Faculty & Staff**, Sandra Parker. The Commission met on October 3, 2005. Dr. Lamont A. Flowers, Director of the Houston Center was a special guest. The Commission will have a booth at the upcoming Benefits Fair. Final analogies are being made on the Status of Black Faculty and Staff survey results from last spring. The resource guide is in the final stage, and the Commission is encouraging black staff to serve as Senators for the Classified Staff Senate.
- 16) **President's Commission on the Status of Women**, Chris Sober. The Women's Commission met September 30. A presentation was given by Tyler Gailey, Chair of the Health and Human Awareness Committee, Student Senate, on activities to promote healthy and safety issues for students. Plans include a safety walk to identify unsafe areas of campus, smoking awareness week, and a fitness campaign. Planning is currently underway for the 2nd annual Health Forum, to be held February 24, 2006, at Fike Recreation from 9AM to 3 PM. There will be exhibitors, speakers, and seminars dealing with all aspects of health and well-being for both men and women. Please mark you calendars for this special event.
- 17) **Recreation Advisory**, Dexter Hawkins. Has not met.
- 18) **South Carolina State Employees Association**, Betty Cook. No report.
- 19) **Student Conduct Code Review Committee**, Deborah Cantrell and Phil Landreth. New penalties for second offenses are under discussion. Possible penalties include, but are not limited to, a \$250 fine paid to the university, loss of event ticket privileges, revoked parking privileges, and eviction from university housing.

7. Unfinished Business

A. **Staff Ombudsman**, Richard Cowan. A meeting will be requested with the Provost to discuss the status of the ombudsman position.

B. Search Committees:

1. **Dean, College of Business and Behavioral Sciences**, Pris Foster. Print advertisements have been placed in the Oct. 8th issue of The Chronicle, and the Oct. 20th issue of Diverse Magazine (formerly Black Issues in Education). The ads will also appear on those websites. Online postings were placed in September on BizEd Magazine's website and on AcademicKeys website. The position announcement has also been posted in a dozen listserves. Responses have been received from the online postings. We have received 10 applications and 6 nominations for the Dean position. All nominees have been contacted and extended a request to apply. Review of applications by the search committee will begin on November 30th
2. **Dean, College of Agriculture, Forestry, and Life Sciences**, Dexter Hawkins. The advertisement and job description has been approved by the Provost. The information was distributed via email to the college and PSA faculty and staff.
3. **Dean, College of Health, Education and Human Development**
4. **Vice Provost for the Div of Computing and Information Technology**, Barbara Bergman. Jerry Knighton from Access and Equity reviewed compliance issues. The Witt/Kieffer executive search firm has been selected to help with the preliminary phases of the search. DCIT will support a website for the Vice Provost search. The committee reviewed selection criteria. The next meeting will be October 18 with a representative from Witt/Kieffer.
5. **Dean, College of Engineering and Science**, Phil Landreth. The group met prior to the Senate meeting. A list of criteria will be used to narrow the selection of candidates to three,

or four. The committee is currently working with a pool of thirteen candidates, but hopes to receive additional applications.

6. **Dean of Libraries**, Joyce Peebles. An estimated six candidate applications have been received for the position, but applications are arriving daily. The committee is working on a communications package.
7. **Vice President for Student Affairs**, Geary Robinson. The search committee is meeting this week. The goal is to come up with three to five names to forward to President Barker in the next two weeks. The committee interviewed eleven candidates at an off campus location. This is a normal procedure which allows potential candidates to have a high level of confidentiality. From this group of eleven, three to five candidates will be selected.
8. **New Business**: None.
9. **Announcements**: None.
10. **Adjournment**: Dan Schmiedt made a motion to adjourn, Jenny Peay seconded the motion, and the vote was unanimous. There being no further business, the meeting adjourned.

Next Meeting: Tuesday, November 8, 2005, 10:00 AM, Tillman Auditorium

Guest Speaker: James F. Barker, FAIA, President, Clemson University

Dr. Doris R. Helms, Vice President for Academic Affairs and Provost