President Richard Cowan called the meeting to order.

1. **Guest Speaker:** Lillian Harder, Director of the Brooks Center for the Performing Arts began by welcoming the Classified Staff Senate and asking for their support of one of her goals. She would like Clemson University to provide access to two performances each year for faculty and staff free of charge. She presented this idea to the administration with no avail, so now she is seeking support from faculty and staff members.

   The performing arts major at Clemson is only in its fourth year, but it has experienced tremendous growth. The program received 135 applicants for 24 slots from the freshman class for the coming year. In the past year, 1773 students took a class in music, theatre or performing arts. This represents participation by 13% of the undergraduate student population in the performing arts program. Ms. Harder was jubilant as she reported the statistics on a program that had exceeded even her own expectations.

   Harder spoke enthusiastically about the accomplishments and goals of the Brooks Center. She stressed the importance of the four part mission. She stated that “unlike a lot of organizations who just have a mission, and don’t deal with it very often, every decision we make at the Brooks Center is influenced by the mission.”

   **Mission:**
   - Present outstanding artist and attractions
   - Encourage emerging artist and experimental works
   - Develop and educate diversified audiences for the performing arts
   - Support the educational mission of the Department of Performing Arts

   **Recent accomplishments:**
   - Clemson was the host site for Broadway Junior On Tour. Eight students worked with the cast and crew for a week on the production. The students were complimented on their skills and attitudes. All eight students were offered a job at Spoleto in Charleston this summer. The job offers were impressive because this is a business where networking is more vital than a resume. William Broyles, a Clemson graduate, was a part of the national tour. Richard Cowan directed William in his first musical.
   - *TakeNote* and *TigerRoar*, Clemson’s all-female and all-male a cappella groups were selected for the 2006 Best of College recording.
   - Clemson University’s Utsey Chamber Music Series celebrated its 100th free performance. The Utsey Chamber Music Endowment is the only endowment in South Carolina dedicated to providing free chamber music concerts.
   - Faculty members Mark Charney and Rick Goodstein worked with ten students as a part of Provost Helms research project initiative. The Decameron Project is a play based on Giovanni Boccaccio’s masterpiece *The Decameron*. The project included the entire
production, such as lighting, costumes, set designs, etc. All six performances at the Brooks Center were sold out. The play advanced from a competition in Aiken, South Carolina to the Kennedy Center American College Theater Festival in Jacksonville, Florida. 60 plays from a 10 state region were nominated. 25 plays received a strongly recommends, only 8 plays received 2 strongly recommends, and The Decameron Project was in the top 3 plays chosen.

- The Famous PEOPLE Players, a Canadian theatrical company that specializes in black light productions, has an entire cast of developmentally challenged adults. The play is performed in the dark, featuring life size puppets, special lighting, and iridescent costumes. The show was founded in Canada 31 years ago by Diane Dupuy. Diane’s mother Mary, who is 89, designed all of the costumes and was in attendance at the Clemson performance.

- The Children’s Program performances are never more than $2.00 per ticket. In two school days, the Brooks Center hosted 2,000 children from local schools.

Ms. Harder concluded by emphasizing the senior service project. This year, the capstone project is a benefit jazz concert. Proceeds will go to a school that lost all of its musical equipment due to hurricane Katrina. The students are responsible for the planning and implementation of the entire event. Lillian Harder stated that the most valuable lesson theses students could learn is “you only keep what you truly give away.”

2. Approval of Minutes: Lydia Arneson made a motion to approve the minutes from the November 8, 2005 Classified Staff Senate meeting. Dave Crockett seconded the motion, and the vote was unanimous.

3. Open Commentary, Richard Cowan. A new position of Chief Financial Officer will be created to oversee financial matters. The responsibility of the current position of Chief Business Officer will be Human Resources, Facilities and Accounting. The job description and organizational chart will be posted on the CSS website. If you have comments or questions, please contact Richard Cowan. The search committee will have staff representation.

4. Announcements from the President

A. Academic Council, Richard Cowan. No report.
B. Administrative Council, Lawrence Nichols. The group is working on an end of year wrap-up, Board of Trustees Winter Retreat in February, marketing approach to filling vacant positions and Roadmap II. Lawrence explained that our area is not well known when searching regionally and nationally for candidates, so a marketing approach is a useful tool. Roadmap II is an agenda item for the Administrative Council Retreat, so Lawrence may be able to address this topic in more detail at the January CSS meeting.
C. Board of Trustees, Richard Cowan. No report.
D. Governmental Affairs, Lynn Boiter. No report.
E. President’s Cabinet, Richard Cowan. The group met December 12, 2005. It appears that a tuition cap will be imposed by the South Carolina State Legislature. Roadmap II will not be finalized until the issue of the state budget and possible tuition cap is resolved. If you contact state representatives, do not use Clemson University resources (phone, fax, email, stationary, postage, etc.). Several other items were discussed:
   1) The Clemson Area Transit is expanding service to Seneca, South Carolina. This is due to a grant that will purchase three additional buses for the CAT fleet.
   2) West Point Stevens is opening an office in the City of Clemson. This will bring an additional 140 plus people to the downtown area. This should boost the Clemson economy.
   3) The Foundation is currently $1 million dollars ahead of the same reporting period last year.
   4) The CUBS upgrade experienced some problems and has been delayed to February or March of 2006.
   5) Fike will be the site of a Women’s Health Fair in February. The focus this year will be on heart health. Heart disease is the number one cause of death in women.
   6) The Board of Trustees will meet for a retreat in February.
F. Other:
   1) Human Resources, Lawrence Nichols. 1) The HR staff is completing any benefit changes made during open enrollment in October of 2005. 2) Individuals whose TERI period is nearing an end are receiving counseling. Hopefully, this will aid them in making an informed decision about their retirement options. 3) MoneyPlus Program - If you experience delays using the MoneyPlus card, you can file by mail or FAX.
5. **Treasurer’s Report**, Michelle Pieikutowski. The balance in Fund 49 is $3,563.83. All bills have been received from the Mystery Dinner Theater. E&G money remaining is $3,648.71 in OTHER and $419.66 in TRAVEL. The Vending account balance is $4,515.78. Three payments were made; Benefits Fair and Scholarship Recipient Reception in the amount of $80.46 paid to Karon Donald; miscellaneous supplies in the amount of $79.82 paid to Karon Donald; Scholarship Recipient Reception in the amount of $159.00 paid to Aramark. The Endowment principle is $185,318.08. The Annual Fund balance is $12,106.28. Chris Sober made a motion to approve the report as read. Jenny Peay seconded the motion, and the vote was unanimous.

6. **Committee Reports**

   A. **Standing Committees**

   1. **Activities**, Julia McBride/Gary Pye. 1) Buddy Hood will collect the boxes of toy donations for Prevent Child Abuse of Oconee County. 2) The Activities Committee will assist the Scholarship Committee with the upcoming golf tournament.

   2. **Communications**, David Crockett. The new CSS website has been debuted. Dave Crockett and Karon Donald will work on updating broken links and outdated information.

   3. **Membership**, Chris Sober. The group will work on soliciting nominations in January, elections in February and new member orientation in March. If your term is ending in 2006, contact Chris Sober by the end of January.


   5. **Scholarship**, Jenny Peay. Meetings will begin in January to prepare for the May golf tournament.

   B. **University Committees**


   2. **Alcohol & Other Drugs Task Force**, Gary Pye. The subcommittees are working on goals.

   3. **Athletic Council**, Ron Addis. The Clemson University Athletic Council met on November 16, 2005 in the IPTAY Conference Room. In addition to regularly scheduled business (e.g., committee reports), Faculty Athletic Representative Cecil Huey reported on NCAA eligibility requirements. Athletic Director Terry Don Phillips commented on televising the Clemson vs. USC football game. For additional details and other aspects of Clemson athletics and the Athletic Council, see the minutes of the AC meeting at [http://www.clemson.edu/provost/athletic_council](http://www.clemson.edu/provost/athletic_council).


   5. **Faculty Senate Budget Accountability**, Richard Cowan. Has not met.

   6. **CATS**, Robbie Nicholson. Early this summer, Clemson Area Transit (CAT) received a very special honor, the first of its kind for any transit system in our state. CAT was presented with a resolution from the South Carolina State Senate. The resolution, given in the form of a special certificate, was presented to Clemson City Administrator Rick Cotton; CAT Executive-Director Al Babinicz; and CAT Bus Supervisor Keith Moody. The special ceremony was held on June 8, 2005 in Central, South Carolina during a Joint Transit Advisory Board Meeting at Southern Wesleyan University.

   State Senator Thomas Alexander did the honors in presenting the certificate since it was he who initiated the motion in the South Carolina State Senate earlier this year. In remarks made during the ceremony, Senator Alexander said, "CAT has been a tremendous asset in this region and they are worthy to be recognized for the difference they are making in this community". He further stated, "It is amazing how far CAT has come in almost ten years, to see where it is today and how different communities have come together to embrace CAT". Senator Alexander also noted that, "CAT truly works because of the people and the leadership." CAT Executive Director Al Babinicz, in his comments during the occasion; observed that, "If CAT was a good idea ten years ago, then, thanks to the leadership here, it's a better idea today."

   For nearly ten years, Clemson Area Transit has provided free public transportation service initially to the Clemson area, including the students of Clemson University, then later to the surrounding communities of Central, Pendleton, and Anderson. CAT ridership has grown each year of its existence from the 173,917 persons who boarded the buses in January, 1996, to the over 1,300,000 who boarded through May of this year. The ridership first eclipsed the one million mark during the 2002-2003 fiscal year and has grown steadily ever since carrying more than 1.4 million riders in fiscal year 2005 which ended on July 31. A grand total of 7,403,359 passengers have boarded CAT buses since its inception in 1996. For more information about CAT, go to their website at [www.catbus.com](http://www.catbus.com).
7) **Campus Master Plan Task Force**, Al Littlejohn. No report.

8) **Clemson University Environmental**, Chris Sober. The group passed a campus litter free resolution and will be partnering with Palmetto Pride to reduce or eliminate litter on campus. The bylaws were amended to add the Director of Land Management to the committee, and the group heard a report on campus carpet recycling and disposal.

9) **Clemson University Foundation Board**, Richard Cowan. No report.

10) **Council on Community & Diversity**, Terri Vaughan. No report.


12) **Joint City/University**, Deborah Cantrell. No report.

13) **Library Advisory**, Karon Donald. Has not met.

14) **Parking Advisory**, Dan Schiemdt. No report.

15) **President's Commission on the Status of Black Faculty & Staff**, Sandra Parker. No report.

16) **President's Commission on the Status of Women**, Chris Sober. The Health Fair is going to be February 24, 2006 at Fike. The theme is heart health.

17) **Recreation Advisory**, Dexter Hawkins. Has not met.

18) **South Carolina State Employees Association**, Betty Cook. The SCSEA Legislative BBQ was cancelled due to low ticket sales. Another event may be scheduled at a later date. The SCSEA State House Visit is planned for February 7, 2006. This is an excellent opportunity to see how state government operates and speak with your upstate legislators about state employee and retiree issues. Please contact Betty Cook at celizab@clemson.edu or 656-3932 if you are interested in attending.

19) **Student Conduct Code Review Committee**, Deborah Cantrell and Phil Landreth. No report.

7. Unfinished Business

A. **Staff Ombudsman**, Richard Cowan. The Staff Ombudsman Search Committee will meet for the first time on Friday, December 16, 2005. Committee members: Richard Cowan, President of the Classified Staff Senate; Lynn Boiter, Vice President of the Classified Staff Senate; Ron Addis, Ex-Officio of the Classified Staff Senate; Phil Landreth, Ex-Officio and Secretary of the Classified Staff Senate; Alan Grubb, Faculty Senate Representative; Gene Troutman, Executive Secretary to the Board of Trustees; Gordon Halfacre, Ombudsman for Faculty and Graduate Students

B. **Search Committees:**

1. **Dean, College of Business and Behavioral Sciences**, Pris Foster. The CBBS Dean Search Committee met on December 5, 2005 to review 46 applications that had been received for the position. The committee selected 16 candidates of interest and created an email questionnaire to be sent to the candidates. After the first of the year, the replies will be reviewed and a short list will be developed. Telephone interviews will be conducted with those on the short list.

2. **Dean, College of Agriculture, Forestry, and Life Sciences**, Dexter Hawkins. A good number of applicants were received, and the committee will begin the evaluation process to narrow the field of candidates. Airport interviews may be used to aid the group in this process.

3. **Dean, College of Health, Education and Human Development**


5. **Dean, College of Engineering and Science**, Phil Landreth. The search is going well. The candidate list has been narrowed down to a manageable number. Now the group is working on selecting a short list of candidates.

6. **Dean of Libraries**, Joyce Peebles. 34 applicants were received, and 19 met the minimum qualifications. The committee has narrowed the list of candidates and is preparing for reference checks and phone interviews.

7. **Vice President for Student Affairs**, Geary Robinson.

8. New Business

A. **Senator Appreciation Gifts**: The Executive Committee distributed CSS mugs to each Senator in appreciation of their service on the Senate.

9. **Announcements**

10. **Adjournment**

**Next Meeting**: Tuesday, January 10, 2006, 10:00 AM, Student Senate Chambers