Present: Ronald Addis, Lynn Boiter, Richard Cowan, David Crockett, Gary Gaulin, Phil Landreth, Cindy Long, Julia McBride, Dan Schmiedt

Absent: Gary Pye, Chris Sober

President Richard Cowan called the meeting to order at 8:40 AM.

1. Approval of Minutes. Gary Gaulin motioned to approved the minutes of the April 26, 2005 Executive Committee Retreat as submitted. Phil Landreth seconded the motion, and the vote was unanimous.

2. Announcements from the President. Deborah Cantrell’s nomination was submitted to the President’s Commission on the Status of Women. The Commission called for nominations to fill two staff and three faculty vacancies for FY2005-06.
   A. Academic Council, Richard Cowan. Next meeting is scheduled for August 29, 2005.
   B. Administrative Council, Lawrence Nichols: No report.
   C. Board of Trustees, Richard Cowan. The BOT Summer Retreat is scheduled for July in Charleston, South Carolina. Richard Cowan will attend the meeting to present the CSS report.
   D. Governmental Affairs, Lynn Boiter. 1) Senators need to remind their constituents not to use university resources when contacting legislators. 2) Phil Landreth asked Lynn Boiter to clarify the effective dates of the TERI changes.
   E. President’s Cabinet, Richard Cowan: No report.

3. Treasurer's Report, Cynthia Long. The vending account has an estimated $900 left for FY2004-05, and there has been no change in the Endowment.

4. Standing Committees
   A. Membership, Chris Sober. No report.
   B. Communications, David Crockett. The Committee is working on rolling out the new CSS website and continues to photo current Senators.
   C. Policy and Welfare, Dan Schmiedt. Geary Robinson, Parking Director, is forming a committee to review the parking issues. Policy and Welfare recommends that any draft of a staff parking resolution be delayed until the Committee findings are reviewed.
   D. Scholarship, Jenny Peay. The 14th Annual Scholarship Golf Tournament has been rescheduled to Friday, June 3, 2005 due to inclement weather. The tournament has raised more money than past tournaments even with the rain date refunds.
   E. Activities, Julia McBride/Gary Pye. 1) The Hendrix Student Center Grand Ballroom is reserved for October 1st for the Mystery Dinner Theater. 2) The 2006 Annual Awards Luncheon will be held at the Outdoor Laboratory, Kresge Hall.
5. Unfinished Business
   A. **Ombudsman:** Richard Cowan informed the group that Administrative Council’s attitude toward creating a staff ombudsman position is more positive than in the past.
   B. **Speakers:** 1) Confirmed speakers are as follows: Almeda R. Jacks, Vice President for Student Affairs, August 9, 2005, 10:00AM, Hendrix Student Center; Broadus Jamerson, SC State Employees Association, October 11, 2005, 10:00AM, Student Senate Chambers; President Barker and Provost Helms, November 8, 2005, 10:00AM, Tillman Auditorium. 2) Dan Schmiedt will contact Geary Robinson or Mary Poore to speak at the October meeting. President Cowan will request the Brooks Center for the December 2005 meeting and also invite Lillian Harder to be the guest speaker. 3) Karon Donald will post the confirmed speakers and the meeting locations on the CSS website.
   C. **Faculty and Staff Donor Statistics:** The average FY04 and FY05 salaries for faculty and staff will be requested from Catherine Watt, Institutional Research. Foundation charts and graphs will be gathered and used to help make an accurate donor statistic comparison.
   D. **PR – Clemson University Foundation Letter:** Faculty mailing labels will be requested from Lucy Arthur, Human Resources. President Richard Cowan will draft a letter for distribution to the faculty and a scholarship brochure will be attached.
   E. **Faculty Manual Change:** Karon Donald will contact the Faculty Senate for clarification on the recent changes to the Faculty Manual regarding staff.

6. New Business
   A. **Insurance - Lifetime Maximum Benefit, $1M**, Lynn Boiter. Concern was expressed about the increasing cost of healthcare and the potential of exceeding the benefit limitations of the healthcare plan.
   B. **Faculty Benefits Report:** The report was prepared by the Welfare Committee of the Faculty Senate. Julia McBride will scan and distribute a copy via email to Executive Committee members for review.
   C. **Perk Card Program:** David Crockett registered as a Perks Card vendor. The initial impression was that for a fee, membership information would be disclosed to the vendors. This information was not shared with employees when the cards were distributed. David Crockett will research the issue and report at the next meeting.

7. **Adjournment:** There being no further business, Dan Schmiedt motioned to adjourn. Ron Addis seconded the motion, and the meeting adjourned at 10:12 AM.

**Next Meeting:** Tuesday, July 26, 2005, 8:30 AM, 801 University Union