

**CLEMSON UNIVERSITY
CLASSIFIED STAFF SENATE
EXECUTIVE COMMITTEE**

July 26, 2005
8:30 AM
801 University Union

Present: Ron Addis, Lynn Boiter, Phil Landreth, Cindy Long, Julia McBride, Jenny Peay, Michelle Piekutowski, Gary Pye, Chris Sober

Absent: Richard Cowan, Dave Crockett, Gary Gaulin, Dan Schmiedt

Vice President Lynn Boiter called the meeting to order at 8:35 AM.

1. **Approval of Minutes:** Phil Landreth motioned to approved the minutes of the May 31, 2005 Executive Committee meeting as submitted. Gary Pye seconded the motion.
2. **Announcements from the President**
 - A. **Academic Council**, Richard Cowan. No report
 - B. **Administrative Council**, Lawrence Nichols. Administrative Council has been preparing for the Board of Trustees Retreat for the past six weeks. During the retreat the will of Thomas Greene Clemson was discussed. The document was reviewed to verify that the activities and goals of the university were consistent with the will. The group also addressed land, personnel, and financial matters. The PSA program received additional funding this fiscal year, so a portion of the meeting was devoted to enhancing the PSA program and how it serves the university.
 - C. **Board of Trustees**, Richard Cowan. See attached report.
 - D. **Governmental Affairs**, Lynn Boiter. Lawrence Nichols updated the group on the latest information concerning the state retirement plan.
 - The retirement plan changes were in effect an effort to keep the retirement plan solvent by decreasing the unfunded liability.
 - Four employees have filed a lawsuit against the state, and a judge has temporarily stopped the mandatory 6.25% contribution from being withheld from their pay. It is rumored to be a class action lawsuit, but HR has not received any communication to verify that information.
 - Clemson University is not taking a position on this issue since S.618 was passed by the legislature.
 - The South Carolina State Employees Association endorsed all the changes to the retirement plan.
 - The retirement benefit will be recalculated at the end of the TERI period.
 - Retirees are guaranteed 1% cost of living increase due to retirement plan changes effective July 2005.
 - Employer portion of retirement benefit also increased July 2005.
 - E. **President's Cabinet**, Richard Cowan. No report.

F. Other:

- 1) Human Resources, Lawrence Nichols.
 - Amy Hood in Payroll has assumed another position on campus. HR is currently interviewing for the vacant position.
 - Frances Holliday, Human Resource Manager is retiring in 2006. Eric Flemming, a Clemson graduate is currently working as an understudy with Frances.
 - The Benefits Fair is scheduled for October 25, 2005, Littlejohn Coliseum.

3. **Treasurer's Report**, Cynthia Long. The CSS was awarded \$5,000 in vending funds. The proceeds from the golf tournament totaled \$14,346.92. Cindy recommended transferring \$14,000 to the Endowment. Ron Addis motioned that Cindy transfer the \$14,000 to the Endowment. Gary Pye seconded the motion, and the vote was unanimous. Jenny Peay motioned to accept the report as submitted. Ron Addis seconded the motion and the vote was unanimous.

4. Standing Committees

- A. **Membership**, Chris Sober. The Committee will meet in August to discuss reorganizing area 10, 5 current Senator vacancies, and gather ideas for filling 4/06 Senator vacancies.
- B. **Communications**, David Crockett. No report
- C. **Policy and Welfare**, Dan Schmiedt. No report.
- D. **Scholarship**, Jenny Peay. Combined report with Activities Committee.
- E. **Activities**, Julia McBride/Gary Pye. 1) The Hendrix Student Center Grand Ballroom is reserved for October 1st for the Mystery Dinner Theater. Dinner tickets will be sold for \$50 per person. A table can be sponsored for \$500. The \$500 sponsorship includes 8 dinner tickets and advertising on the table. A \$100 sponsorship is available, and you receive advertising on the table. Gary Pye is working on background music for the dinner. 2) Ron Addis recommended having the popcorn machine at the Benefits Fair. Karon Donald volunteered to be the designated popcorn popper.

5. Unfinished Business

- A. **Ombudsman**, Lawrence Nichols. Administrative Council supports the concept of a staff ombudsman position. After the start of fall semester the group is going to address issues related to funding the position. Lawrence is confident that the position will be posted early in 2006. This is the first time HR has had the full support of every member of Administrative Council regarding the staff ombudsman.
- B. **Faculty and Staff Donor Statistics**: The average FY04 and FY05 salaries for faculty and staff were received from Institutional Research. This information was distributed to committee members.
- C. **Faculty Manual Change**: Phil Landreth was chosen to serve on the search committee for the Dean of the College of Engineering and Science. Provost Helms cited the Faculty Manual in the invitation letter. Phil will provide a copy of the letter to the CSS office for the Executive Committee to review at the August meeting..
- D. **Perks Card Program**: Contact Sam Wilkins with questions or concerns regarding the Perks Card Program. If anyone has any information indicating that the participant list is being sold, please send the backup documentation to Lawrence Nichols. He was assured

that the information would remain confidential. Lawrence will provide any feedback he receives to the committee.

- E. Faculty Benefits Report / Insurance:** Lawrence Nichols invited a representative of the Classified Staff Senate to attend a 2006 benefits meeting in Columbia. He suggested gathering questions or concerns prior to the meeting date.

6. New Business

- 7. Announcements:** Convocation is August 23, 2005, 9:00AM. Rehearsal is scheduled for August 18, 2005, 1:00PM. Ron Addis, Lynn Boiter, and Richard Cowan will participate on behalf of the CSS.
- 8. Adjournment:** There being no further business, Cindy Long motioned to adjourn. Chris Sober seconded the motion, and the meeting adjourned at 11:00 AM.

Next Meeting: Tuesday, August 30, 2005, 8:30 AM, 801 University Union