Clemson University
Classified Staff Senate
March 14, 2006, 10:00 AM
Senate Chambers

Minutes

Present: Ron Addis, Lydia Arneson, Teresa Blanding, Lynn Boiter, Deanna Burns, Deborah Cantrell, Linda Cocke, Richard Cowan, Glenda Dickson, Karon Donald, Mike Edwards, Gary Gaulin, Sally Glenn, Dexter Hawkins, Linda Kanaley, Naomi Kelly, Marty King, Al Littlejohn, Julia McBride, Cindy Owens, Jenny Peay, Susan Pope, Dan Schmiedt, Bill Shivar, Chris Sober, Marlene Ventura

Absent: Chris Behrens, Gail Bryson, Keith Chapman, David Crockett, Barbara Emkin, Lynn Fowler, Buddy Hood, Billie D. Jones, Phil Landreth, Judy Link, Cindy Long, Michelle Piekutowski, Gary Pye, Steve Shiflet, Wanda Smith

Guests: Maranda Arnold, Thomas Britt, Jr., Norman Durham, Ellen Gideon, Bill Hughes, David “Jenks” Patrick, Joyce Peebles, Mary Poore, Geary Robinson, Gene Troutman, Sandra Woodward

President Richard Cowan called the meeting to order at 10:02 a.m.

1. Guest Speakers:
   A. Sandra Woodward, Public Information Director for the Clemson ICAR project introduced David “Jenks” Patrick. Patrick used a PowerPoint presentation to give the group a visual overview of the facilities at ICAR. The master plan strives to combine public and private sectors by creating magnet facilities using neighborhood design concepts. CU ICAR is on the verge of announcing the only accredited doctoral program in automotive engineering in the nation. This program will merge mechanical and electrical engineering.
   B. Norman Durham, University Printing Services – Printing Services can service all campus printing needs. If your department uses another vendor for printing requests, Printing Services can negotiate the price and outsource the job on your behalf. Specialty printing is also offered. Specialty printing includes: personalized mugs, magnetic signs, and mouse pads.
   C. Thomas W. Britt, Jr., Associate Professor of Psychology discussed a proposed research project. This project would involve conducting a survey of staff at Clemson University. The Department of Psychology offers a doctoral program in Industrial-Organizational Psychology. The Department of Psychology website states, “This program is designed to provide the student with the requisite theoretical foundations, skills in quantitative techniques and research design, and practical problem-solving skills to address human problems related to work.” This comprehensive study (Attachment A) would measure staff performance and how that performance directly relates to Clemson University’s well-being as an organization. The Department of Psychology has used this technique with the military and other industries, but would like the opportunity to conduct this type of research on campus.
   D. Mary Poore and Geary L. Robinson distributed a draft proposal of recommended parking permit fees from Parking Services for FY07-10 (Attachment B). Poore stated that the Board of Trustees has mandated “no more surface lots”. The campus master plan currently has 6 to 7 proposed parking structures. Due to future development on campus, surface lots will only remain on the perimeter of campus. The Undergraduate Student Government asked to have their parking permit fees doubled and institute a per semester transit fee. Poore and Robinson are asking the staff and faculty to consider similar action and they are presenting the same proposal to the Faculty Senate at 2:00 p.m.
2. **Approval of Minutes**: Ron Addis moved to approve the minutes of the February 14, 2006 Classified Staff Senate meeting as submitted. Jenny Peay seconded the motion, and the vote was unanimous.

3. **Announcements from the President**
   C. **Board of Trustees**, Richard Cowan. No report.
   D. **Governmental Affairs**, Lynn Boiter. No report.
   E. **President’s Cabinet**, Richard Cowan. No report.
   F. **Other**:  
      1) **Human Resources**, Lawrence Nichols. No report.


5. **Committee Reports**
   A. **Standing Committees**
      1) **Activities**, Julia McBride/Gary Pye. The Activities Committee is meeting jointly with the Scholarship on Friday, March 17 to plan the upcoming golf tournament.
      2) **Communications**, David Crockett. No report.
      3) **Membership**, Chris Sober. Ten vacancies were filled with recent nominations.
      4) **Policy and Welfare**, Dan Schmiedt. The group is working the finishing touches on slides about the Classified Staff Senate that will be added to the New Employee Orientation presentation.
      5) **Scholarship**, Jenny Peay. The golf tournament is scheduled for May 19th at the Walker Course. The next meeting is scheduled for Friday, March 17, 2006, 9:00 AM, 801 University Union.
   B. **University Committees**
      1) **Accident Review Board**, Chris Behrens. Accident Review Board met on 2/16. There was a Driver Improvement class on 3/13. We have an appeal to hear on 3/29. Next scheduled regular ARB meeting is 5/4.
      2) **Alcohol & Other Drugs Task Force**, Gary Pye. No report.
      4) **Bookstore Advisory**, Cindy Long. No report.
      5) **Faculty Senate Budget Accountability**, Richard Cowan. No report.
      7) **Campus Master Plan Task Force**, Al Littlejohn. No report.
      8) **Clemson University Environmental**, Chris Sober. Met February 16. The final version of the Letter Free Resolution was distributed to committee members. Students for Environmental Awareness have asked for suggestions, comments, and volunteers to help with the football game recycling program. The final draft of the Environmental Audit was submitted for review. Gary Gaulin gave a presentation on the Ecoplex; a housing project at Thornhill Village renovated to be energy efficient and reduce environmental impact. For more information on these and other topics, visit the web site at www.clemson.edu/cuec.
      9) **Clemson University Foundation Board**, Richard Cowan. No report.
     10) **Council on Community & Diversity**, Terri Vaughan. The Council on Community and Diversity (CCD) meets biweekly and continues to work towards promoting diversity on campus and in the community. The Council has received funds to help support diversity initiatives through a grant competition. We have recently completed the construction of an application form for the competition. Plans are underway to develop a CCD web site that will provide information about the CCD as well as a downloadable version of the grant application.
     12) **Joint City/University**, Deborah Cantrell. No report.
     13) **Library Advisory**, Karon Donald. No report.
14) Parking Advisory, Dan Schiemdt. No report.
15) President’s Commission on the Status of Black Faculty & Staff, Sandra Parker.
16) President’s Commission on the Status of Women, Chris Sober. The Women’s Commission held its annual Health Forum February 24th at Fike Recreation Center. The Outstanding Women’s Awards were presented March 8th. Winners were: Faculty, Dr. Julie Eggert; Classified Staff, Ms. Kathy Woodward; Undergraduate Student, Ms. Courtney H. DeBruin; Distinguished Contributor, Dr. Thomas M. Keinath; Thea McCravy Student Award, Ms. Kelly Boyd.
17) Recreation Advisory, Dexter Hawkins. No report.
18) South Carolina State Employees Association, Betty Cook. The Clemson SCSEA Chapter will hold its Annual Chapter Meeting on Monday, April 24, 2006, at noon in the multipurpose room on level two of the Hendrix Student Center. A light lunch will be served. Broadus J. Jamerson, III, our SCSEA lobbyist in Columbia, will let everyone know the progress of our legislative agenda. An election of officers for next year will be held. There will be door prizes! Contact Betty Cook at 656-3932 or celizab@clemson.edu by April 21 to make your reservation.
19) Student Conduct Code Review Committee, Deborah Cantrell and Phil Landreth. No report.

6. Unfinished Business
   A. Staff Ombudsman – 84 applications have been received to date.
   B. Search Committees:
      1. Dean, College of Business and Behavioral Sciences, Pris Foster. The first of three candidates visited campus on March 7-9th. The second is scheduled March 12-14th, and the third candidate will be on campus March 28-30. The Search committee will meet to review all input after all candidates have visited Clemson. Faculty and staff have been asked to submit any comments/remarks to anyone on the Search Committee. All their input will be submitted unedited to Provost Helms (anonymously, if requested).
      2. Dean, College of Agriculture, Forestry, and Life Sciences, Dexter Hawkins. We have had 3 of the candidates visit campus with another candidate scheduled for March 9-10 and the final candidate scheduled for March 27-28.
      3. Dean, College of Health, Education and Human Development
      5. Dean, College of Engineering and Science, Phil Landreth. Three candidates were submitted to Provost Helms on 2/27/06.
      6. Dean of Libraries, Joyce Peebles.
   C. Nomination of Officers - The nominations to date are Vice President/President Elect, Dan Schmiedt; Treasurer, Cindy Owens; Secretary, Glenda Dickson.

7. New Business
   A. Bylaw Addition
      Proposed Addition to Bylaws - Article VI, Section 5
      Section 5. Ombudsman for Staff
      The Classified Staff through the Provost provides an Ombudsman who serves the interest of staff by acting as a mediator in any dispute in which they may be involved. The confidential services of this professional, knowledgeable about the grievance process, are available free of charge with the expectation of resolving disagreements before they reach the formal stages of the grievance procedures. The Staff Ombudsman reports to a sub-committee of the Classified Staff Senate composed of: the immediate past president, president and president elect of the Classified Staff Senate; one member elected by the Classified Staff Senate and one member appointed by the Staff Ombudsman annually. The immediate past president will serve as chair of the committee. The appointed/elected terms are renewable.
8. Announcements
   A. Campus Sweep: The event is scheduled for March 31, 2006 with a rain date of April 7, 2006.
9. Adjournment: There being no further business the meeting adjourned.

Next Meeting: April 11, 2006, 10:00 AM, Outdoor Laboratory, Kresge Hall

*Directions to Outdoor Lab from Highway 123 in Clemson - Turn onto Hwy. 76/28 East towards Anderson. Follow for approximately four miles. There will be a green sign indicating a right turn for the Outdoor Laboratory. Turn right onto West Queen Street and go approximately 3 miles. The Outdoor Laboratory entrance will be on the left. [http://www.clemson.edu/outdoorlab/directions.html](http://www.clemson.edu/outdoorlab/directions.html)