

**CLEMSON UNIVERSITY  
STAFF SENATE**

April 10, 2007, 10:00 AM  
Outdoor Laboratory, Kresge Hall

**Minutes**

**Present:** Maranda Arnold, Ida Benson, Teresa Blanding, Lynn Boiter, Deanna Burns, Deborah Cantrell, Kristina Cathcart, Richard Cowan, David Crockett, Wade Culler, Carrie DuPre, Mike Edwards, Negar Edwards, Evelyn Gantt, Sally Glenn, Rosa Grayden, Dianne Harris, Reggie Hawthorne, Bill Hughes, Naomi Kelly, Marty King, Al Littlejohn, Julia Lusk, Carolyn McGaha, Jenny Peay, Dan Schmiedt, Steve Shiflet, Wanda Smith, Marlene Ventura

**Absent:** Lydia Arneson, Gail Bryson, Rose Ellen Davis-Gross, Glenda Dickson, Barbara Emkin, Ellen Gideon, Billie Jones, Linda Kanaley, Cindy Owens, Susan Pope, Bill Shivar

**Guests:** Michael Atkins, Chris Blackmon, Kathy Boice, Karen Countryman, Tim Drake, Michael Gilstrap, Trudy Houston, James Huff, Bill Hurst, Janice Kleck, Phil Landreth, Lawrence Nichols, Mike Pollard, Gloria Walker, Samuel White, Mandy Wright

President Lynn Boiter called the meeting to order.

1. **Approval of Minutes:** Richard Cowan moved to approve the minutes of the March 13, 2007 Staff Senate meeting as submitted. Rosa Grayden seconded the motion, and the vote was unanimous.
2. **Open Commentary:** None.
3. **Announcements from the President**
  - A. **Academic Council**, Dan Schmiedt. The Council met on Monday, March 26. 1) Approved the George B. Hartzog, Jr. National Institute for the Parks. 2) Dr. Frankie Felder presented changes to the Graduate Academic Grievance Policy and Graduate Academic Integrity Policy. Discussion followed in regards to violations of the Academic Integrity Policy and whether those violations should be recorded on the transcripts.
  - B. **Administrative Council**, Lawrence Nichols. The Council is preparing for the Board of Trustees meeting scheduled for mid April.
  - C. **Board of Trustees**, Lynn Boiter. The meeting will be held on April 19-20 at the Madren Conference Center.
  - D. **Governmental Affairs**, Dan Schmiedt. The April 6<sup>th</sup> Legislative Update highlights several topics of interest. The Senate Finance Committee Senate is scheduled to begin budget debates the week of April 9<sup>th</sup>. A proviso on the Tuition Prepayment Program is being considered by the Constitution and Administrative Subcommittee. Enrollment in the program has been capped in the House. In addition a proviso requires institutions to waive any tuition increase above 7 (seven) percent for program participants. Visit the Office of Governmental Affairs Web site for more information at <http://www.clemson.edu/governmentalaffairs/state/updates/2007/040607.html>.
  - E. **President's Cabinet**, Lynn Boiter. 1) Bill D'Andrea discussed the football ticket reallocation scheduled for 2008. Seats between the 40 (forty) yard lines in the lower deck and the first 10 (ten) rows in the upper deck will be reassigned by Iptay membership levels. Season ticket holders will be given the option to increase their Iptay level prior to the seat reassignment. 2) Lawrence Nichols mentioned the request from the Staff Senate to increase the credit hours from 4 (four) to 6 (six) per registration, without charge, for employees beginning fall 2007. In addition, they discussed the inclusion of unclassified staff into the Senate and the importance of supervisors allowing employees to serve on the Senate. Lynn Boiter thanked Lawrence Nichols for all he has done for the Senate this past year.

**F. Other:**

- 1) **Human Resources**, Lawrence Nichols. Clemson University will celebrate State Employee Recognition Day on Wednesday, May 9<sup>th</sup>. Everyone can enjoy a free lunch and entertainment from 11 a.m. until 1:30 p.m. on Bowman Field courtesy of HR.
4. **Treasurer's Report**, Cindy Owens. The Endowment principal remains unchanged. The regular budgeted E&G spending account balance is \$1,083.58 in Other and \$760.10 in Travel. The Vending balance is \$3175.75. Dan Schmiedt moved to approve the report as submitted. Rosa Grayden seconded the motion, and the vote was unanimous.
5. **Committee Reports**
  - A. **Standing Committees**
    - 1) **Activities**, Julia McBride. The next event is the golf tournament in May. Activities will assist with collecting prizes and sponsorships. Volunteers will work the day of the tournament.
    - 2) **Communications**, David Crockett. Senator photographs will be taken for the Web site immediately following the Senate meeting.
    - 3) **Membership**, Karon Donald for Deborah Cantrell. New Senators were welcomed and introduced to the group. New Senators are Michael Gilstrap, University Facilities; Bill Hurst, University Facilities; Kathy Boice, University Facilities; Mike Pollard, University Facilities; Samuel White, University Facilities; Chris Blackmon, University Facilities; Mandy Wright, Madren Conference Center; James Huff, Advancement; Chad Lampman, Jervy Athletic Center; Karen Countryman, Vickery Hall; Janice Kleck, Office of Assessment; Wes Sullivan, CCIT; Trudy Houston, CCIT; Michael Atkins, Biosystems Research Complex; Gloria Walker, Office of International Affairs; Tim Drake, Pesticide Regulation; Phil Landreth, Machining and Technical Services representing Cooperative Extension Services.
    - 4) **Policy and Welfare**, Michael Edwards. 1) The Top 20 Survey of public institutions is complete. The document can be viewed on the Staff Senate Web site at <http://www.clemson.edu/css/>. 2) Mike Edwards moved to accept the Resolution 2007-01 as read (Attachment A). Dan Schmiedt seconded the motion, and the vote was unanimous.
    - 5) **Scholarship**, Jenny Peay. The Scholarship Committee "passed the hat" to collect money for the Senate's sponsorship of the golf tournament. The next joint committee meeting will be Friday, April 13, 2007, 9:30 AM, 801 University Union.
  - B. **University Committees** – See (Attachment B).
6. **Unfinished Business**
7. **New Business**
  - A. **Election of Officers** - The Membership Committee received no further nominations for the positions of Vice President/President Elect, Treasurer, Secretary, and Parliamentarian. The nominations to date are Vice President/President Elect – Dave Crockett, Treasurer – Cindy Owens, Secretary – Glenda Dickson, and Parliamentarian – Marty King. Mike Edwards moved to approve the nominations as submitted. Reggie Hawthorne seconded the motion, and the vote was unanimous.
  - B. **Staff Ombudsman Evaluation Committee Election** – One representative from the Staff Senate shall be elected to serve a one year term on the SOEC each April. Ida Benson was nominated to serve as the Staff Senate's representative for 2007-2008. Richard Cowan moved to approve the nominations as submitted. Rosa Grayden seconded the motion, and the vote was unanimous.
8. **Announcements**
  - A. Dan Schmiedt announced the committee chairs for 2007-2008. The committee chairs are Kristina Cathcart, Activities; Rose Ellen Davis-Gross, Communications; Reggie Hawthorne, Scholarship; Mike Edwards, Policy and Welfare; Phil Landreth, Membership.
9. **Adjournment:** Richard Cowan moved to adjourn. Marlene Ventura seconded the motion, and the vote was unanimous. There being no further business, the meeting adjourned.

**Next Meeting:** May 8, 2007, Location and Time TBA

## **Clemson University Staff Senate**

### **Resolution Staff Senate 2007-01 Recommendation for Credit Hour Adjustment**

- WHEREAS,** The Staff Senate is the elected voice of the staff of Clemson University, and,
- WHEREAS,** The South Carolina State Budget and Control Board has authorized the right of state employees to take six(6)credit hours per semester without charge, and,
- WHEREAS,** A better educated workforce will help the University achieve its top-20 goals, be it therefore
- RESOLVED,** that the Clemson University Staff Senate recommends that Clemson University revise its policy to reflect six(6)credit hours, without charge, for its employees effective fall 2007 semester.

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Daniel M. Schmiedt, President  
Staff Senate  
Clemson University

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Glenda L. Dickson, Secretary  
Staff Senate  
Clemson University

**CLEMSON UNIVERSITY**  
**STAFF SENATE**  
April 10, 2007

**Agenda 5B - Attachment**

**University Committees:**

- 1) **Accident Review Board**, Naomi Kelly.
- 2) **Alcohol & Other Drugs Task Force**, Deborah Cantrell and Richard Cowan.
- 3) **Athletic Council**, Ron Addis.
- 4) **Bookstore Advisory**, Negar Edwards.
- 5) **Faculty Senate Budget Accountability**, Lynn Boiter.
- 6) **CATS**, Robbie Nicholson. Clemson Area Transit bus driver, Bryan Adkins recently won the "Bus Driver of the Year" title for South Carolina. Bryan will participate in the International Drivers competition in Nashville, TN, in May. Bryan received the highest score of all participants.
- 7) **Campus Master Plan Task Force**, Al Littlejohn.
- 8) **Clemson University Environmental**, Chris Sober. The CUEC met Thursday, March 15, 2007. Gerald Vander Mey updated the committee on the Green Clemson Proposal. The committee plans to have an energy policy in place by September 2007 which will begin to address issues involved in Clemson becoming fossil energy independent. Bea Bailey gave an update on event plans for Focus the Nation, a global warming event. There a number of events planned for the fall including panel discussions and a concert all leading up to the Symposium on January 25, 2008. Jeff Leyh, SEA, reported on two campus events, the Southeast Student Renewable Energy Conference and the 2010 Global Emergency Teach In, held in February. SEA, School of the Environment and other groups are sponsoring the Step It Up Rally on reducing CO2 emissions on April 14. See the University web site [www.clemson.edu](http://www.clemson.edu) for more information. Robin Newberry reported to the committee on plans to revise the Environmental Audit. The committee is looking into undergraduate and/or graduate student participation to revise small sections of the audit each year so that the entire audit would be updated every 3 or 4 years. For more information on these items please see the web site at [www.clemson.edu/cuec](http://www.clemson.edu/cuec).
- 9) **Clemson University Foundation Board**, Lynn Boiter.
- 10) **Council on Community & Diversity**, Rosa Grayden.
- 11) **Human Resources Advisory**, Julia McBride
- 12) **Joint City/University**, Karon Donald.
- 13) **Library Advisory**, Wade Culler. ULAC met March 27 and discussed budget issues, the Library Summit, library development, upcoming events at the Libraries, the impending Cooper Library HVAC project, and new services, including digitization and reference instant messaging.
- 14) **Parking Advisory**, Dan Schiemdt.
- 15) **President's Commission on the Status of Black Faculty & Staff**, Rosa Grayden.
- 16) **President's Commission on the Status of Women**, Susan Pope.
- 17) **Recreation Advisory**, Dexter Hawkins.
- 18) **South Carolina State Employees Association**, Julia McBride.
- 19) **Student Conduct Code Review Committee**, Deborah Cantrell and Richard Cowan

## Agenda 5B

### University Committees:

- 1) **Accident Review Board**, Naomi Kelly. No report.
- 2) **Alcohol & Other Drugs Task Force**, Deborah Cantrell and Richard Cowan. AODTF met on April 9<sup>th</sup>. Erin Swann discussed new legislation regarding underage drinkers and the liability of social hosts in the event the guest injures himself or others as a result of alcohol consumption. Visit <http://www.clemson.edu/ogc/underageddrinking.html> for more information. The Empower Campaign is searching for new avenues to reach students. If you have a creative way to engage the student body, contact Lindsey at [lmckinn@clemson.edu](mailto:lmckinn@clemson.edu).
- 3) **Athletic Council**, Ron Addis. No report.
- 4) **Bookstore Advisory**, Negar Edwards. No report.
- 5) **Faculty Senate Budget Accountability**, Lynn Boiter. No report.
- 6) **CATS**, Robbie Nicholson. Clemson Area Transit bus driver, Bryan Adkins recently won the "Bus Driver of the Year" title for South Carolina. Bryan will participate in the International Drivers competition in Nashville, TN, in May. Bryan received the highest score of all participants.
- 7) **Campus Master Plan Task Force**, Al Littlejohn. No report.
- 8) **Clemson University Environmental**, Chris Sober. The CUEC met Thursday, March 15, 2007. Gerald Vander Mey updated the committee on the Green Clemson Proposal. The committee plans to have an energy policy in place by September 2007 which will begin to address issues involved in Clemson becoming fossil energy independent. Bea Bailey gave an update on event plans for Focus the Nation, a global warming event. There a number of events planned for the fall including panel discussions and a concert all leading up to the Symposium on January 25, 2008. Jeff Leyh, SEA, reported on two campus events, the Southeast Student Renewable Energy Conference and the 2010 Global Emergency Teach In, held in February. SEA, School of the Environment and other groups are sponsoring the Step It Up Rally on reducing CO2 emissions on April 14. See the University web site [www.clemson.edu](http://www.clemson.edu) for more information. Robin Newberry reported to the committee on plans to revise the Environmental Audit. The committee is looking into undergraduate and/or graduate student participation to revise small sections of the audit each year so that the entire audit would be updated every 3 or 4 years. For more information on these items please see the web site at [www.clemson.edu/cuec](http://www.clemson.edu/cuec).
- 9) **Clemson University Foundation Board**, Lynn Boiter. No report.
- 10) **Council on Community & Diversity**, Rosa Grayden. No report.
- 11) **Human Resources Advisory**, Julia Lusk. No report.
- 12) **Joint City/University**, Karon Donald. No report.
- 13) **Library Advisory**, Wade Culler. ULAC met March 27 and discussed budget issues, the Library Summit, library development, upcoming events at the Libraries, the impending Cooper Library HVAC project, and new services, including digitization and reference instant messaging.
- 14) **Parking Advisory**, Dan Schiemdt. A draft presentation of the Parking and Transit Master Plan Study was shared with the Parking Advisory Committee. It is still in draft form, so everyone was asked not to share any details until the report is finalized. More information should be forthcoming.
- 15) **President's Commission on the Status of Black Faculty & Staff**, Rosa Grayden. A meeting was held with Joy Patton regarding the EPMS process and procedure. The next item to address is progressive discipline.
- 16) **President's Commission on the Status of Women**, Susan Pope. No report.
- 17) **Recreation Advisory**, Dexter Hawkins. No report.
- 18) **South Carolina State Employees Association**, Julia Lusk. SCSEA will hold a luncheon on Monday, April 23, 2007, 12:00 PM, RM Cooper Library.
- 19) **Student Conduct Code Review Committee**, Deborah Cantrell and Richard Cowan. No report.