

**CLEMSON UNIVERSITY
STAFF SENATE
Executive Committee**

February 27, 2007
9:00 AM
7th Floor Conference Room, University Union

Draft Minutes

Present: Lynn Boiter, Richard Cowan, Glenda Dickson, Mike Edwards, Marty King, Julia McBride, Cindy Owens, Jenny Peay, Dan Schmiedt

Absent: Deborah Cantrell, Dave Crockett

Guest: Kristina Cathcart, Rose Ellen Davis-Gross, Reggie Hawthorne

President Lynn Boiter called the meeting to order.

1. **Approval of Minutes:** Richard Cowan moved to approve the minutes of the January 30, 2007 Executive Committee meeting as submitted. Dan Schmiedt seconded the motion. The vote was unanimous.
2. **Announcements from the President**
 - A. **Academic Council**, Dan Schmiedt. The next meeting is scheduled for March 26, 2007.
 - B. **Administrative Council**, Lynn Boiter for Lawrence Nichols. Administrative Council met on February 26. Lynn Boiter and Dan Schmiedt attended on behalf of the Senate. The Council approved the proposal to include unclassified staff in the Classified Staff Senate with a name change to the Staff Senate.
 - C. **Board of Trustees**, Lynn Boiter. Has not met.
 - D. **Governmental Affairs**, Dan Schmiedt. No report.
 - E. **President's Cabinet**, Lynn Boiter. No report.
 - F. **Other:**
 - 1) **Human Resources**, Lawrence Nichols. No report.
3. **Treasurer's Report**, Cindy Owens. The Endowment principal remains unchanged. The regular budgeted spending account balance is \$2,590.27 in Other and \$760.10 in Travel. The remaining Vending balance is \$3,647.19. Mike Edwards moved to approve the report as submitted. Richard Cowan seconded the motion, and the vote was unanimous.
4. **Standing Committees**
 - A. **Activities**, Julia McBride. The Awards Luncheon will be held at Kresge Hall on April 10, 2007. The menu will consist of chicken cordon bleu, roasted potatoes, roasted veggies, peach cobbler and apple pie topped with ice cream. Dori Helms has agreed to be the guest speaker and assist with the award presentations. Joe Brawley and Tigeroar were mentioned as possible entertainment options.
 - B. **Communications**, David Crockett. No report.
 - C. **Membership**, Deborah Cantrell. The Membership Committee met February 26. Items discussed to generate interest were providing more personal contact with areas needing elections. Perhaps plan a meet and greet in the morning or at lunch. Seek help from the Activities Committee on planning these events. Send targeted emails and publicity to same areas.
 - D. **Policy and Welfare**, Mike Edwards.
 - 1) Top 20 Survey - The typist has entered data on 15 (fifteen) of the 20 (twenty) institutions being compared.

- 2) Credit Hours - A draft resolution requesting an increase from 4 (four) to 6 (six) credit hours was distributed to the group (Attachment A). Lynn Boiter requested that Clemson University's current policy on the issue be added to the resolution. Rose Ellen Davis-Gross suggested placing the added wording just prior to the statement that addresses a better educated workforce and top-20 goals. Mike Edwards will email the amended resolution to the Executive Committee to review. Lynn Boiter asked all committee members to review the document immediately and respond to the Policy and Welfare Committee. Timing is critical because Administrative Council does not meet frequently.
 - 3) Insurance Issues - Karon Donald will email campus requesting insurance suggestion/comments to be submitted by March 9, 2007. A bulleted list will be created to summarize the input for discussion.
- E. **Scholarship**, Jenny Peay. Sponsorships and team registrations for the golf tournament are coming in weekly. The prediction is the tournament will sell out by the end of April.

5. Unfinished Business

- A. **Roadmap II** – A meeting is scheduled with representatives from the President's Commissions on the Status of Women and Black Faculty and Staff on March 6. The group will discuss ways to encourage departments to implement performance pay plans.
- B. **Visitor's Task Force** – Recommendations were presented to President Barker. Geary Robinson will present to Administrative Council. The plan includes short and long term goals.
- C. **Parking & Transit Master Plan** – The plan will be presented in draft from to Administrative Council in March.
- D. **EPMS** - Tabled.
- E. **Historian Duties & Status** – Tabled.

6. New Business

- A. **Faculty Forum** – Dan Schmiedt attended the forum on behalf of the Senate. He reported that guest speakers discussed land grant institutions and exactly what that means. It was mentioned that one institution has a combined Senate. That Senate includes students, faculty and staff. The forum was well attended.

7. Announcements

- A. The American Cancer Society Relay for Life will be held on Friday, April 13, 2007, Strom Thurmond Plaza, Clemson University. A hotdog luncheon will be held on March 14. Tickets are \$5.00 per plate. If you are interested in a plate, tickets will be sold until March 9. Contact Lynn Boiter, Debra Cox or Karon Donald for additional information.

8. **Adjournment:** Richard Cowan moved to adjourn. Dan Schmiedt seconded the motion. There being no further business, the meeting adjourned.

Next Meeting: Tuesday, March 27, 2007, 9:00 AM, 7th Floor Conference Room, University Union

Clemson University Staff Senate

Resolution CSS 2007-01 Recommendation for Credit Hour Adjustment

- WHEREAS,** The Staff Senate is the elected voice of the staff of Clemson University, and,
- WHEREAS,** The SC State Budget and Control Board has authorized the right of SC State employees to take six 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 credit hours, without charge, for its employees effective fall 2007 semester.

Lynn Boiter, President
Staff Senate
Clemson University

Glenda L. Dickson, Secretary
Staff Senate
Clemson University