Present: Kristina Corbett, Dave Crockett, Rose Ellen Davis-Gross, Mike Edwards, Reggie Hawthorne, Marty King, Phil Landreth, Dan Schmiedt

Absent: Lynn Boiter, Glenda Dickson, Cindy Owens

Guests: Brett Dalton, Doris Helms, Gail DiSabatino

President Dan Schmiedt recognized guests and called the meeting to order.

1. Approval of Minutes: Phil Landreth moved to approve the minutes of the November 29, 2007 Executive Committee meeting as submitted. Rose Ellen Davis-Gross seconded the motion. The vote was unanimous.

2. Announcements from the President
   A. Academic Council, Dan Schmiedt. 1) An online system is being utilized to help with the accreditation process. 2) A presentation was made on a centralized transfer approval process. The current process for transfer students is cumbersome, so a centralized system is needed. 3) The group heard more discussion on the recently approved 5 (five) day exam schedule. The students requested a (5) day schedule that would allow for a reading day. The schedule was approved. Saturday was assigned as the reading day. The Undergraduate Senate wanted a weekday as the reading day, so they passed a resolution against the new schedule. The Graduate Senate is in agreement with the current exam schedule. Provost Helms will review the issue. 4) Provost Helms discussed the programming and funding strategies for the next 5 (five) years. See 6C for additional information.
   B. Administrative Council, Lawrence Nichols. No report.
   C. Board of Trustees, Dan Schmiedt. Dave Crockett and Dan Schmiedt will attend the meeting in Columbia on February 6-7. If you have input on the verbal report, please send the information to Schmiedt via email at willys@clemson.edu.
   D. Governmental Affairs - Dave Crockett discussed the items included in the report submitted (Attachment A).
   E. President’s Cabinet, Dan Schmiedt. No report.
   F. Other:
      1) Human Resources – Brett Dalton gave a brief update on the status of Printing Services and the Motor Pool. He commented that the decision to close those business units was necessary to the overall health of the organization. Dalton stressed that every effort will be made to place the employees in other positions with CU.
   G. Faculty Senate January Meeting Update, Dan Schmiedt. 1) Angie Leidinger from Governmental Affairs discussed legislative relations and Clemson’s 2008 budget priorities. 2) Tracy Arwood, Director of Research Compliance, discussed the revised Research Ethics Policy. The policy will go to the FS Policy Committee and to the full Senate for approval. The revised policy will bring Clemson into compliance with federal regulations regarding misconduct. 3) Information was provided on the Emeritus College. 4) The FS Welfare Committee is reviewing the role of the Ombudsman’s Office when issues of discrimination and harassment are brought
forth. Dave Crockett, Tim Drake and Dan Schmiedt attended a meeting on behalf of the Staff Senate. No action is going to be taken at this time.


4. **Standing Committees**
   A. **Activities** - Kristina Corbett reported that the committee will assist with the luncheon in April and the golf tournament in May.
   B. **Communications**, Rose Ellen Davis-Gross. Mike Edwards requested that a new section be added to the Staff Senate website that includes recent reports and resolutions. Karon Donald and Carrie DuPre will work on the addition.
   C. **Membership**, Phil Landreth. Membership met January 16. A timeline was set for elections, luncheon and orientation. 1st term senators were emailed asking if they intended to serve a second term. Membership asked the Communications Committee to draft a form to gather information on retiring senators. Phil Landreth moved to appoint Dave Crockett to a second term representing CCIT. Rose Ellen Davis-Gross seconded the motion. The vote was unanimous.
   D. **Policy and Welfare**, Mike Edwards. Committee members continue to gather information from their assigned state schools on compensatory time and temporary employment policies.
   E. **Scholarship**, Reggie Hawthorne. The first planning meeting for the golf tournament will be Thursday, February 7, 2008, Clemson House.

5. **Unfinished Business**
   A. Resolution 2007-01, Credit Hour Adjustment, Dan Schmiedt. The Provost’s Advisory Council has not discussed the issue.
   B. Ad hoc Committee on Staff Development, Karon Donald. The next meeting is Thursday, February 7, 2008. The group is working on the presentation to Administrative Council scheduled for February 25, 2008.
   C. Expression of Sympathy Resolution – Dan Schmiedt asked the Communications Committee to draft a resolution expressing sympathy to families and friends of the students whose lives were lost during the 2007 fall semester.

6. **New Business**
   A. Theresa Pizzuto and Angela Guess from the National Coalition and Building Institute were approved to guest speak at the February Senate meeting. Topics that will be discussed:
      - The campus diversity-related workshops offered through the NCBI and Safe Zone teams (what we cover and how you can sign up)
      - How to become a trainer with the teams
      - The One World Project events in April and how to become involved with planning and/or volunteering
   B. SCAEAP - The consensus of the group was for Karon Donald to proceed with planning a tour and reception on April 30, 2008 for SCAEAP.
   C. University 5 Year Plan - Provost Helms distributed 3 (three) handouts outlining the planning priorities for the next 5 (five) years (Attachment B). She discussed how this strategy provided a guide for funding programs and facilities.

7. **Announcements**: None.

8. **Adjournment**: There being no further business, the meeting adjourned.

**Next Meeting**: February 26, 2008, 9:00 AM, 801 University Union