

CLEMSON UNIVERSITY STAFF SENATE

March 10, 2009, 10:30 AM

Seminar Room I, Madren Conference Center

Minutes

Members Present: Elizabeth Anderson, Lydia Arneson, Michael Atkins, Pam Barnhill (conference call), Barbara Bergman, Kathy Boice, Debbie Charles, Karen Countryman, Richard Cowan, Lynn Crawford, Dave Crockett (conference call), Rose Ellen Davis-Gross, Glenda Dickson, Tim Drake, Karen Erickson, Evelyn Gantt, Ellen Gideon, Michael Gilstrap, Sally Glenn, Rosa Grayden, Dianne Harris, Pam Hawthorne, Reggie Hawthorne, Trudy Houston, James Huff, Bill Hughes, Jon Isbill, Janice Kleck, Deborah Koon (conference call), Phil Landreth, Carolyn McGaha (conference call), Cindy Owens, Susan Pope, Meshelle Rabon, Dan Schmiedt, Ginger Swire-Clark, Marlene Ventura, Mandy Wright

Members Absent: Maranda Arnold, Wade Culler, Carrie DuPre, Mary Eberhart, Negar Edwards, Bill Hurst, Linda Kanaley, Gloria Walker, Samuel White

Guests Present: President Barker, Provost Helms, Harold Hupp, Gary Melton (conference call), Lawrence Nichols, Carol Pelletier, Kathi Shivar, Bryan Simmons, Tom Ward, Matt Watkins

President Elect Tim Drake welcomed guests and called the meeting to order.

1. **Approval of Minutes:** Janice Kleck moved to approve the minutes of the February 10, 2009 Staff Senate meeting as submitted. Marlene Ventura seconded the motion. The vote was unanimous.
2. **Open Commentary:** President Barker and Provost Helms addressed the Senate regarding the budget situation. They outlined priorities and noted pending issues that will have a direct impact on the budget. Some of the unknowns mentioned were the stimulus package, state appropriations, fall enrollment, and participation levels in the retirement incentive packages offered. Barker stated that the budget timetable they are working with is the end of the spring semester. He thanked Dave Crockett and Bill Hughes for their service on behalf of staff. For additional information, please review President Barker's Dear Clemson: 3.12.09 update <http://www.clemson.edu/president/budget/messages/031209.html>.
3. **Announcements from the President**
 - A. **Academic Council**, Dave Crockett. No report.
 - B. **Administrative Council**, Lawrence Nichols. The AC continues to work on the budget and regulatory relief.
 - C. **Board of Trustees**, Dave Crockett. No report.
 - D. **Governmental Affairs**, Dave Crockett. Dave Crockett has been researching regulatory relief and how it affects Clemson University. Crockett is scheduled to meet with Angie Leidinger, Executive Secretary to the Board of Trustees and Executive Director of Governmental Affairs on March 16 to discuss the issue further.
 - E. **President's Cabinet**, Dave Crockett. President's Cabinet met March 9. A significant part of the meeting was taken up with reports from the Undergraduate, Faculty and Staff Senate presidents' reports on the rally for higher education held in Columbia in February. In other reports:
 - General Counsel Clay Steadman reported that most or all of the Human Resources component of the 'regulatory relief' proposal being crafted by the state's research universities for legislative consideration appears to be hung up in legislative committees and unlikely to emerge for a floor vote this session. Other parts of the proposal, addressing construction and procurement policy reform at the affected universities, appear to be faring better.
 - Financial Aid Director Marvin Carmichael reported a substantial rise in scholarship-related scams, especially those seeking to charge parents to make financial aid applications for their college-bound children (a service that Clemson and other institutions assist with at no charge).

- President Barker summarized the University's budget situation as 'OK for now...even if there is another small budget cut before the end of the fiscal year'. Significant challenges remain moving toward the new fiscal year but, as he put it, "We have a budget crisis...not a quality crisis...not an enrollment crisis...and not a leadership crisis..." He went on to acknowledge and explore what he described as some 'misconceptions' which have been making the rounds by e-mail for several weeks.
- HR chief Lawrence Nichols reported his office is planning another free lunch for all Clemson employees on May 6 as part of the statewide observance of State Employees Appreciation Week.

F. Other:

- 1) **Human Resources**, Lawrence Nichols. Public Employee Recognition is scheduled for May 4-6. Clemson University will mark the occasion by hosting an employee picnic on May 6 by Tillman Hall. Employees attending the past events enjoyed entertainment provided by faculty and staff. If you have an interest in performing, please contact Lawrence Nichols at LNICHOL@CLEMSON.EDU. More information to follow.

4. **Treasurer's Report**, Pam Hawthorne. The regular budgeted E&G spending account has \$930.90 in Travel and \$2,904.68 in Other. The Vending balance is \$6,870.94. Ellen Gideon moved to approve the report as read. James Huff seconded the motion.

5. Committee Reports

A. Standing Committees

1. **Activities**, Negar Edwards. No report.
2. **Communications**, Rose Ellen Davis-Gross. The Communications Committee will assist Scholarship with promotional materials for the golf tournament.
3. **Membership**, Phil Landreth.
 - Officer Nominations – Nominations are being accepted for Parliamentarian, Secretary, Treasurer and Vice President. Nominations received to date are Barbara Bergman for Secretary; Pam Hawthorne for Treasurer; Deb Charles, Rose Ellen Davis-Gross, and Phil Landreth for Vice President. Elections will be held in April.
 - Senate Vacancies – Areas were notified via e-mail of Senate vacancies and eligibility requirements. Elections are currently being held.
 - Staff Ombudsman Evaluation Committee - Nominations are being accepted for a Staff Senate representative to the Staff Ombudsman Evaluation Committee. Contact Dan Schmiedt at willys@clemsion.edu for information on eligibility requirements and meeting schedules.
 - Reminder – Retiring senators will be recognized at the April meeting. Light refreshments will be available beginning at 10:00 a.m.
4. **Policy and Welfare**, Michael Atkins. Questions were raised regarding the Hazardous Weather policy and the differences between Plan A and Plan B. Policy and Welfare will research the issue and report at a later date. All questions regarding leave and time forgiven for March 2-3 should be directed to the Human Resources.
5. **Scholarship**, Reggie Hawthorne. A tentative date for the golf tournament is in October. Hawthorne is discussing the costs for food and beverages with Aramark. More information should be forthcoming.

B. Ad hoc Committees

1. **Staff Development**, Bill Hughes. Representatives from the committee are meeting with President Barker to discuss the SDP on March 24.

C. University Committees

1. **Accident Review Board**, Phil Landreth. Has not met.
2. **Alcohol & Other Drugs Task Force**, Carrie DuPre. AODTF is continuing to meet with university legal officials to finalize the university alcohol policy to be published in the spring Student Handbook.
3. **Athletic Council**, Rose Ellen Davis-Gross. The Athletic Council met on February 11, 2009. 1) Larry LaForge reviewed the proposals that were adopted, defeated or slated as "comment" by the

NCAA at the convention. He also reviewed two articles one from the Atlanta Journal Constitution (http://www.ajc.com/sports/content/sports/stories/2008/12/28/acadmain_1228_3DOT.html) and one from the *Journal of Issues in Intercollegiate Athletics*. The article from the AJC investigated SAT scores of athletes as compared to the student body; and the other article looks at academic clustering. The self study will begin in 2011. 2) The Academic Standards and Integrity committee reported that they are: reviewing the self study document; reviewing the missed classes compared to GPRs; exploring a possible role for the Athletic Council in reviewing travel schedules; and reviewing the athletic caps in specific classes. 3) The Equity, Welfare and Sportsmanship committee is exploring various topics related to the Student-Athlete Opportunity Fund, the Special Assistance Fund and the Athletic Enrichment Fund.

4. **Bookstore Advisory**, Dianne Harris and Lydia Arneson (alternate). No report.
5. **CATS**, Robbie Nicholson. CAT ridership continues to climb as more students, faculty, visitors and staff discover they can save money, time, and energy riding the bus. CAT is exploring hybrid buses and new technologies to improve services. The new CAT facility will be as green as possible to include solar energy, pervious services, and water reclamation.
6. **Clemson University Environmental**, Tim Drake. The CUEC met on February 19. Topics discussed were:
 - John Meriwether, Professor in the Department of Physics and Astronomy gave a presentation on “The Hidden Costs of the Industrial Age”.
 - Gary Gaulin reported that the National Teach-in was a very successful event with many participants and exhibitors. The Students for Environmental Awareness have ideas about how to improve the event for next year, and are beginning to gear up for it.
 - Presidents Climate Commitment – Alan Elzerman noted that there is a meeting coming up with Steve Copeland to discuss issues concerning the CUEC and the PCC.
 - Greenhouse Gas Emissions – Bob Wells reported that University Facilities has commissioned the second Greenhouse Gas Profile of the University.
 - This past year saw the first reduction in Carbon emissions since at least 2003.
 - Sustainability Report Card – Katie Young/ Gerald Vander Mey reported that the University Planning & Design Office has analyzed the latest report card produced by the Sustainable Endowments Institute, and there was significant change in the Endowment Transparency category. The overall grade advanced from a C+ to a B. Additional changes need to be made in order to improve the evaluation.
7. **Clemson University Foundation Board**, Dave Crockett. The Board met on February 26-27. Crockett was not able to attend the meeting but CUF President/CEO Hack Trammell advised the President’s Cabinet on 3/9 that a significant part of the meeting was devoted to implementing new ‘prudent accountability standards’ that have been passed by Congress. Investments are still on a downward trajectory and investment decisions are still being strongly affected by the continuing decline in the stock markets.
8. **Council on Community & Diversity**, Rosa Grayden. The CCD met and they now have a diversity calendar available on-line.
9. **Human Resources Advisory**, Michael Atkins. HRAC is scheduled to meet mid March.
10. **Joint City/University**, Karon Donald. JCUB met March 9. Clemson has scheduled improvements to the intersections of highway 123 from highway 76 to College Avenue. Most of the work will be completed while Clemson University is on spring break.
11. **Library Advisory**, Wade Culler. ULAC met February 13. The group toured the Digitization Unit and discussed: PASCAL status, budget issues, and the upcoming compact shelving project.
12. **Parking Advisory**, Bill Hughes. PAC did not meet. However, a change was approved to the parking policies. PAC approved unanimously to amend the university parking policies relating to parallel parking. The changes were necessary to comply with State Codes.
13. **President’s Commission on the Status of Black Faculty & Staff**, Rosa Grayden. The Commission is preparing for their 10th anniversary. The anniversary will be recognized in April. Additional information will be forthcoming. Goals and objectives for 2008-2009 are: follow up with Human Resources on the percentage of supervisors completing employees’ EPMS in a

timely manner as well as those that do not complete the process; coordinate efforts with the Chief Diversity Officer in conducting a Chilly Climate Survey; coordinate and conduct a tour of the West End Zone and other Facilities for new employees; and gather data from Human Resources at the end of the year to see the percentage of supervisors who enrolled in the supervisory training program.

14. President's Commission on the Status of Women, Susan Pope. The W.C. met on Friday, Feb 27th at 1:30 p.m. The following committee reports were shared:

- Campus Events: Women's Studies is sponsoring several events throughout the spring, check their website. Also the SCWHE Annual Conference was held in Columbia at USC on March 6th and 7th. Susan Pope attended on behalf of CU. The committee also reminded everyone of the upcoming Outstanding Woman Awards on Tuesday March 10th at 3:30 in the Strom Thurmond Institute. They also reminded everyone of the upcoming 12-12-12 event; Dr. Gail DiSabatino will be the featured speaker. It will be in Edwards 538.
- Discrimination and Sexual Harassment reported that they met with Chief Diversity Officer Mr. Leon Wiles; they hope that the environmental scan team idea will be implemented as well as consideration for mandatory supervisor training and the possibility of an online tutorial training. Also at the request of the committee, Rachel Mayo will be extending an invitation requesting that Mr. Jerry Knighton of Access and Equity join the W.C. to provide a report on discrimination and harassment claims.
- Employment, Training, and Promotion committee met last week and hopes that the W.C. will extend the 12-12-12 event throughout the year.
- The W.C. will not have a meeting during the month of April since they're having their annual retreat on May 6th.
- The next W.C. meeting will be held on March 27th.

15. Recreation Advisory, Dexter Hawkins. 1) Both houses of student government passed a resolution for a \$15.00 recreation fee increase for fall and spring semesters as well as \$15.00 each summer session. The fee proposal is scheduled to be presented to Administrative Council on April 27. 2) There are no real changes in the current budget to report at this time. 3) Items discussed under new business were: spring break hours, facility improvements, summer fee, and Cooper better known as the "Y". Cooper will be operated by Campus Recreation as of June 1, 2009.

16. South Carolina State Employees Association, Richard Cowan. No report.

17. Student Conduct Code Review, Richard Cowan. No report.

6. Unfinished Business

A. Staff Representative to the BOT, Dave Crockett. Crockett will address the issue in the March 16 meeting with Angie Leidinger, Executive Secretary to the Board of Trustees and Executive Director of Governmental Affairs.

7. New Business

A. Tim Drake informed the group that Parking Services sent out bills for four year old parking citations when they migrated to a new computer system. Matt Watkins was not aware that alumni may receive an old bill and appreciated the information. Drake stressed that senators just need to be aware of the situation in case questions arise from constituents.

8. Announcements

A. The President's Commission on the Status of Black Faculty and Staff 10 Year Anniversary Forum is scheduled for April 2. Additional information will be distributed through Inside Clemson.

B. Visit <http://www.scdhec.net/environment/baq/lawnmowerxchnng.aspx> for information on the April 18 lawn mower exchange at Kite Hill.

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

Next Meeting: Tuesday, April 14, 2009, 10:30 a.m., Seminar Room II, Madren Conference Center