

CLEMSON UNIVERSITY STAFF SENATE
Executive Committee
May 26, 2009, 9:00 AM, 801 University Union

Minutes

Present: Michael Atkins, Dave Crockett, Rose Ellen Davis-Gross, Glenda Dickson, Tim Drake, Janice Kleck, Reggie Hawthorne, Phil Landreth

Absent: Wade Culler, Negar Edwards, Pam Hawthorne

President Tim Drake called the meeting to order.

1. **Review from the Retreat:** Notes from the Retreat were discussed. The group agreed to remove 1 (one) sentence from the notes. An updated copy will be distributed via e-mail.
2. **Standing Committees:** Committee reports were shared.
3. **Unfinished Business**
 - A. Staff Representative to the BOT, Tim Drake. No report.
 - B. Staff Development Plan, Dave Crockett. No report.
4. **New Business**
 - A. Staff Survey Update, Janice Kleck. Participation in the survey has been good. As of May 25, 1096 people had participated in the survey.
 - B. Bylaws Discussion, Janice Kleck. The group discussed potential areas for possible revisions. Suggestions were:
 - Combine the Secretary and Treasurer positions
 - Remove the Administrative Assistant job description
 - Change election procedures
 - Move the elections up 1 (one) month
 - Reduce eligibility interval from 3 (three) years to 1 (one) year for past senators
 - Split Policy and Welfare into two committees
 - Create a Finance Committee
 - Address attendance issues (excused and unexcused)
 - C. Annual Fund and Scholarship Endowment Information – Information received from Matt Watkins was reviewed by the group. Much discussion followed and the issue will be revisited at a later date.
 - D. Staff Senate CCIT Forum – Attendance is expected to be low based on the responses.
 - E. Quarterly Newsletter – The goal is to distribute the first newsletter by the 1st of July.
5. **Announcements:** None.
6. **Adjournment:** The meeting adjourned.

Next Meeting: Tuesday, June 30, 2009, 9:00 a.m., 801 University Union