

# CLEMSON UNIVERSITY STAFF SENATE EXECUTIVE COMMITTEE

February 23, 2010, 9:00 AM, 801 University Union

## Minutes

**Present:** Michael Atkins, Dave Crockett, Wade Culler, Rose Ellen Davis-Gross, Glenda Dickson, Tim Drake, Negar Edwards, Phil Landreth, and Reggie Hawthorne

**Absent:** Pam Hawthorne and Janice Kleck

President Tim Drake called the meeting to order.

1. **Approval of the Minutes:** Rose Ellen Davis-Gross moved to approve the minutes of the January 26, 2010 Staff Senate Executive Committee as amended. Phil Landreth seconded the motion. The vote was unanimous.
2. **Announcements from the President**
  - A. **Board of Trustees**, Tim Drake. Tim Drake and Rose Ellen Davis-Gross attended the February Board meeting. Rose Ellen Davis-Gross was introduced as the incoming president.
  - B. **Governmental Affairs**, Dave Crockett. The status of the bill addressing regulatory relief and the budget were briefly discussed.
  - C. **President's Cabinet**, Tim Drake. The minutes from the February 8, 2010 meeting were distributed via e-mail to the Senate for review on February 10, 2010.
3. **Standing Committees**
  - A. **Activities**, Negar Edwards. Activities met in February and will join Scholarship for their March meeting.
  - B. **Communications**, Wade Culler. The newsletter will be drafted when content is available from the elections and Senate retirements. Additional content will include an article/letter from Tim Drake on the 09/10 accomplishments and another section will introduce Rose Ellen Davis-Gross as president and address her goals for the Senate in 10/11.
  - C. **Membership**, Phil Landreth. Membership is working on the election, electronic voting, Awards Luncheon, Executive Retreat, and orientation for incoming senators.
  - D. **Policy and Welfare**, Michael Atkins. Issues discussed were:
    - Compensation Policy – The policy and hiring rates salary tool are now available by navigating from the HR homepage. One portion addresses raises. Raises are only given after an EPMS review and a designated form will be used for processing and approval.
    - Bylaws – Glenda Dickson reviewed the latest draft of the bylaws. The revised bylaws will be submitted to the Senate for a first reading at the March 9 meeting.
    - Tim Drake asked for suggestions on employee incentives previously. He is still accepting information to forward.
  - E. **Scholarship**, Reggie Hawthorne. Scholarship has been working on ideas to increase support of the Staff Senate scholarships. Aramark informed Reggie Hawthorne that Aramark can donate food for events, but they can't participate with Scholarship in a rebate or financial incentive program. Outreach opportunities will be discussed at the next meeting.
4. **Unfinished Business:** None.
5. **New Business**
  - A. **Survey**, Tim Drake. The survey was discussed. Suggestions were made regarding the introduction and the definition or clarification within the survey of the term civility. Tim Drake will discuss the issues with the graduate student.

**B. Committee Assignments,** Rose Ellen Davis-Gross. Senators indicated if they desired to change committee assignments at the February 9 Senate meeting. Very few changes were requested. Unless a committee chair has an issue with one of the requests, the senator will join their new committee upon their first meeting in May.

6. **Announcements:** Tim Drake left materials he received from various meetings (Board of Trustees, Foundation Board, and Faculty Senate Budget Accountability) in the Senate office for review.
7. **Adjournment:** There being no further business to discuss, the meeting adjourned.

**Next Meeting:** Tuesday, March 30, 2010