Members Present: Grace Ammons, Kay Bagwell, Matt Bundrick, Deb Charles, Karen Countryman, Rose Ellen Davis-Gross, Negar Edwards, Karen Erickson, Kim Fisher, Angela Gambrell, Ellen Gideon, Michael Gilstrap, Christopher Greggs, Leslie Hasselbach, Reggie Hawthorne, Adam Hunter, Carol Johnson, Sharon Kimbell, Julia Lusk, Rusty McDonald, Stella Moore, Beth Newton, Angela Nixon, Laura Oglesby, Carol Pike, Meshelle Rabon, Sarah Reeves, Chris Sober, David Stancil, Diana Thrasher, Scot Wardlaw, Cathy Welton, Tina White, Mandy Wright and Jonathan Wylie

Members Absent: Pam Barnhill, Wade Culler, Julie Gambrell, Trudy Houston, and Reba Kay-Purdessy

Guest Present: Tom Ward

President Deb Charles welcomed guests and called the meeting to order.

1. Approval of Minutes: Tina White moved to approve the minutes of the April 12, 2011 Staff Senate meeting as submitted. Rose Ellen Davis-Gross seconded the motion and the vote was unanimous. The minutes were approved.

2. Open Commentary: Tom Ward, Staff Ombudsman, briefly addressed the Senate regarding the role of an ombudsman. He reminded the Senate that Clemson University has a policy on accessing the staff ombudsman. Staff members are allowed to schedule appointments with the Ombuds Office during work hours if the staff member is willing or able to share the appointment date and time with their supervisor. The contents of the meeting are private and confidential. If staff members decide that they prefer to meet with the ombudsman without informing their supervisor, Ward is available to meet by appointment outside normal work hours or during lunch. Ward is also available for telephone meetings, and this option works best for off campus employees. Additional information can be found at: http://www.clemson.edu/administration/ombudsman/.

3. President’s Reports
   A. Board of Trustees – The Board met on April 14-15. Rose Ellen Davis-Gross submitted a report on behalf of the Senate and introduced Deb Charles to the Board. The next regularly scheduled Board meeting is in July.
   B. President’s Cabinet – The Cabinet was scheduled to meet May 9th. The meeting was cancelled and the committee adjourned for the summer.
   C. Other:
      1. Human Resources, Michelle Piekutowski. The search for a CHRO is still in process. The Employee Appreciation Lunch is today from 11 a.m. – 1 p.m., Harcombe Dining Hall. All staff are encouraged to attend.

4. Treasurer’s Report, Karen Erickson. As of May 6, the remaining E&G balances were $694.64 in Travel and $169.38 in Other. The Vending balance was $1,817.99 and the Staff Development Program balance was $9,271.24.
5. Committee Reports

A. Standing Committees

1. **Activities**, Julie Gambrell. Activities met on May 3. Committee members are researching venues for future events like ‘An Evening at Woodburn’ at the request of Scholarship.

2. **Communications**, Angela Nixon. Senators from each budget center should determine who will be the primary person sending out emails to the constituents in that budget center. Emails only need to come from one senator to avoid confusion and duplication. Naming a back-up for that duty is also a good idea. The Staff Senate Membership Roster includes the listserv for each area and standing committee.

3. **Membership**, Karen Erickson. The committee hosted ten new senators at the New Senator Orientation on April 26 with presentations and lunch. We welcome our new committee members for the upcoming year: Kay Bagwell (Student Affairs) and Chris Greggs (Financial Affairs). Our returning members are Karen Erickson (chair), Karen Countryman, Julia Lusk and Stella Moore.

4. **Policy and Welfare**, Tim Drake. The next meeting is scheduled for May 17, 3:00 p.m., 801 University Union.

5. **Scholarship**, Beth Newton and Carol Pike. The Scholarship Committee met on May 3rd. Items discussed were:
   - How the Staff Senate Scholarships are funded and the difference between the Annual Fund and the Scholarship Endowment.
   - The scholarship application process and how recipients are chosen.
   - Goals and a time-line for the 2011-2012 Scholarship Committee were reviewed.
   - New fundraising event ideas along with new ways to increase payroll deductions were discussed. The next few weeks will be spent researching these new ideas. This will help the committee make an educated decision on what type of event the Senate will have this year.

B. University Committees

1. **Accident Review Board**, Julia Lusk. The Senate was seeking one nominee for the Accident Review Board. Diana Thrasher was appointed.

2. **Alcohol and Other Drugs Advisory Board**, Angela Nixon. Angela Nixon was appointed to AODAB for 2011-2012. The Board had its last meeting of the semester April 28. They are currently in the process of sending out a survey to faculty members and teaching assistants to assess their perceptions, beliefs, attitude and knowledge as it relates to student alcohol use at Clemson. The goal is to use the results of the survey to draft some sort of resolution for Faculty Senate stating their support for efforts to reduce high-risk drinking. The survey has received IRB approval and should be sent this week. In the fall, EMpower Clemson, in conjunction with the Clemson Community Coalition, will launch a gameday research project, to look at the “football gameday experience” at Clemson and the role alcohol plays in that experience. That project has also received IRB approval. Clemson is hosting the SC College Conference on Alcohol May 18-19 at the Madren Center. Representatives from colleges around the state will be in attendance, and several Clemson staff members from Student Affairs will make presentations. The conference is free. Contact Kathy Cauthen (kcauthen@clemson.edu) for a registration form.

3. **Athletic Council**, Tim Drake. The Athletic Council met on April 14th and a moment of silence was observed for Clay Steadman who had a heart attack the previous day.
   - A luncheon was held on April 13 in the Alumni Center to allow council members to meet the Clemson coaching staff. It was a success, and many positive comments were received from coaches and council members.
   - Clemson had nine level-two, and six level-one violations. None of the violations were considered to be severe.
   - New leaks were found in the Clemson swimming pool and it will be undergoing repairs until the end of the summer. It is 39 years old.
• The Academic Standards committee is looking at student absences and is still waiting for data so this can be done.
• There has been a modest attendance by Athletic Council members at the facilities tours, but the tours have been very good. Robert Ricketts was commended on the great tours that have been given so far.
• Construction on the golf building is under way, and improvements to the football stadium should be finished before the 2011 season begins.

The Athletic Council met on May 4th for a luncheon meeting. New and returning members were introduced. Business was abbreviated because of the luncheon. A report was given on NCAA regulations, with explanations of Clemson’s position and which ones passed.

4. **Bookstore Advisory**, Karen Countryman. The committee was inactive for 2010-2011. Deb Charles contacted Faculty Senate President Dan Warner. Warner is researching and will follow-up with Charles at a later date.

5. **Human Resources Advisory** – Stella Moore was appointed to HRAC as the Staff Senate representative.

6. **Joint City University Advisory Board** – The Senate was seeking one nominee for the Board. Sarah Reeves was appointed.

7. **Parking Advisory**, Karen Countryman. Next meeting is Thursday, May 12th; no new information at this time. Angela Nixon was appointed to PAC as the Staff Senate representative for 2011-2012.

8. **President’s Commission on the Status of Women**, Michelle Piekutowski. WC held a retreat to discuss goals for the upcoming year.

9. **Recreation Advisory**, Tina White. April 27th was the last meeting for the academic year. Butch Stanphill presided over the meeting. He informed us about the progress with the pool repair. There is still hope that it will be fixed and ready for the fall semester. Also, the problem was in fact a busted pipe and the insurance will cover the cost of the repair in addition to repaying Campus Recreation for the money they used to bring in an outside consultant. Total repairs for the pool will be around $220,000. Also, installation will begin on dive platforms in May/June.

10. **Staff Development Program**, Deb Charles and Mandy Wright. Applications were due May 2. Applications are currently being reviewed.

11. **Student Conduct Code Review**, Scot Wardlaw. The SCCR met several times to consider appeals and to evaluate proposed changes to the Student Code of Conduct.

6. **Unfinished Business**
   A. **Mail Services RFP**, Rose Ellen Davis-Gross. No report.

7. **New Business**: None.

8. **Announcements**
   A. **Summer Schedule** - The Executive Committee will not meet in June, and the Staff Senate will not meet in July.
   B. **Parking Services Director** - Rose Ellen Davis-Gross reported that 23 applications were received. The search committee is currently reviewing the applications.

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

Next Meeting: Tuesday, June 14, 2011, 10:30 a.m., Madren Conference Center