Members Present: Kay Bagwell, Matt Bundrick, Deb Charles, Karen Countryman, Wade Culler, Rose Ellen Davis-Gross, Tim Drake, Karen Erickson, Julie Gambrell, Ellen Gideon, Michael Gilstrap, Christopher Greggs, Leslie Hasselbach, Reggie Hawthorne, Trudy Houston, Adam Hunter, Reba Kay-Purdessy, Sharon Kimbell, Julia Lusk, Rusty McDonald, Stella Moore, Angela Nixon, Carol Pike, Meshelle Rabon, Sarah Reeves, Chris Sober, David Stancil, Scot Wardlaw, Cathy Welton, Tina White, Mandy Wright, and Jonathan Wylie

Members Absent: Pam Barnhill, Negar Edwards, Kim Fisher, Angela Gambrell, Beth Newton, Dede Norungolo, and Diana Thrasher

Guests Present: April Bowen, John Mueller, Kathryn Poole, and Tom Ward

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

1. Approval of Minutes: Tim Drake moved to approve the minutes of the January 10, 2012 Staff Senate meeting as submitted. Tina White seconded the motion and the vote was unanimous. The minutes were approved.

2. Open Commentary: Angela Nixon spoke about the new Honor Creed Committee that Undergraduate Student Government has formed to write an official honor creed for the university. The creed would be a statement or series of statements that help define the character and expectations of all members of the university community. The committee includes representation from the undergraduate student body, the graduate student body, faculty and staff. Rose Ellen Davis-Gross and Angela are representing Staff Senate on the committee. Angela passed out forms to all Senators asking for them to submit statements that they thought should be included in the creed. Those statements will be submitted to the committee for consideration.

3. President’s Reports
   A. Board of Trustees – The Board met in Columbia, SC on February 1-2. Deb Charles presented a report.
   B. President’s Cabinet – The Cabinet will meet on February 15. The minutes will be submitted via email.
   C. Other:
      1. Human Resources, John Mueller: EPMS reviews are currently underway.
      2. Legislative Update, Rose Ellen Davis-Gross. The House Retirement Subcommittee changed its proposed recommendations. The requirement for covered employees to be 62 years of age and have 30 years of service to receive 100% of benefits was removed. The document now reflects 30 years of service for new employees and does not have a minimum age requirement. The Senate still has not released its recommendations.

4. Treasurer’s Report, Karen Erickson. The current balances are as follows: (a) Vending: $6,726.22; (b) Staff Senate funds: $2,690.00; (c) Travel: $283.13; and (d) Staff Development Fund: $10,196.30. Chris Sober moved to accept the report and Tim Drake seconded the motion. The report was approved.
5. Committee Reports
   A. Standing Committees
      1. **Activities**, Julie Gambrell. This year Activities is coordinating our annual Awards Luncheon and the new senator orientation. The Awards Luncheon will be held April 10 at 11:30 in Ballroom B of the Madren Center (following our monthly Staff Senate meeting). Our next committee meeting will be March 6.
      3. **Membership**, Karen Erickson. Membership is actively working on nominations (and elections, if needed) for new Staff Senators. Twelve budget centers need new senators this year. We thank those of you who forwarded e-mails on our behalf. The deadline to submit a nomination form is February 24. Please continue to actively recruit in your area. More information and the nomination form are on the Staff Senate website at the Membership Committee. If you are a Senator who is finishing your first term, we ask that you consider running again for a second term! ALSO, ALL CURRENT SENATORS – don’t forget to run for an officer position next year. The deadline to submit your nomination is at the March meeting. Again, the nomination form is on our website. Retiring Senators – our committee will be in touch with you soon to review the details for your plaque.
      5. **Scholarship**, Beth Newton and Carol Pike. The committee is currently discussing a potential fundraiser event for the fall.

   B. University Committees
      1. **Accident Review Board**, Julia Lusk and Diana Thrasher. The Worker’s Compensation Committee met on January 12th at 1:00pm in E-304 Martin Hall. The following items were covered. **Items reviewed since last meeting:** to increase Safety Awareness on Campus to prevent injuries. Action taken since last meeting 1) Safety Mugs - “Be a Safe Tiger Mug”, 2) 55 Hazards were turned into Risk Management in 2011, 3) Risk Management (RM) will continue this program throughout 2012, 4) A drawing for Safety Mug will continue to be bi-weekly, 5) a Safety Certificate is now being given to everyone who turns in a hazard, 6) Safety logo being used with all RM emails “Be a Safe Tiger,” 7) Risk Management Training will be a part of HR New Hire Training, 8) Risk Management attends the Employment Benefit Fair each year, 9) Injuries for 2011-195. This is up from 178 in 2010 (a non-threatening exposure which involved 23 employees. No one had a real injury but in order for the proper test to be done, we had to claim them as injuries). **New programs that Risk Management is hoping to launch in 2012:** 1) Safety Stickers on mirror across Campus-“You are looking at the person responsible for your Safety” and 2) No Texting Thumb Bands “No texting while driving, walking” to be distributed. A campaign will be proposed in the very near future. **New suggestions:** 1) Review our Lab training and documentation across campus. Example was given concerning UCLA fatal lab accident, and 2) Anonymous Box for hazards- Committee will check with CCIT about email being anonymous? The idea behind this is … it may help get more hazards turned in. The next meeting is February 16.
      2. **Alcohol and Other Drugs Advisory**, Angela Nixon. The ad-hoc subcommittee formed to look at marijuana usage among students is starting to research data and gather information. There are anecdotal reports that marijuana use is increasing on campus, so the subcommittee was formed to examine that further and collect better data. The research on the football tailgating culture continues. A survey was sent to alumni and several focus groups and interviews have been done. Another sub-group is continuing to look at ways to get better resources to faculty in regard to alcohol and drug abuse. They want to create an online resource for faculty and are talking about expanding that resource to include information about other mental health issues as well. A new student organization called Clemson and Sober has been established for students who are in recovery from alcohol and other substance abuse problems.
3. **Athletic Council**, Tim Drake. The Clemson University Athletic Council met on February 7, 2012, at 3:30 pm. Dr. Janie Hodge reported that the overall Grade Point Averages for all but one of Clemson’s athletic teams were 3.0 or above. She also reported on progress of the NCAA regulation changes. Committee Chairs reported on the activity of the Standing Committees. Two of the committees have not met since November. Committee projects for 2012 include a repeat of the athletic facility tours that occurred last year, with some new facilities added this year, and a reception for faculty hired within the last year. The faculty reception will serve as an orientation for new faculty, making them aware of the ability to become involved in programs and sports events sponsored by the Athletic Department. Athletic Director, Dr. Terry Don Philips, gave a report and answered questions about recent happenings in the Clemson athletics program. The next meeting will be held in March.

4. **Environmental**, Tim Drake. The Clemson University Environmental Committee (CUEC) met Thursday February 9, 2012. Some needed changes to the CUEC Bylaws were discussed. These amendments will be brought up for a vote during the next meeting of CUEC. An update was given on the Clemson University Environmental Audit. Committees reported on work that has been done in obtaining information regarding Carbon Credits. Much discussion revolved around possibilities found within the Clemson Experimental Forest (both pros and cons). A report was given on the campus recycling program and its success in classroom buildings. An interesting update was given on the dining hall food composting program and the potential use of Black Soldier Fly (*Hermetia illucens*) larvae in the production of oil for biofuels. It is reported that the National Teach-In will be held on Thursday February 23, from 3:00 until 7:00 pm in the Clemson House ballroom. Tim encouraged senators to attend the event and get other staff members to attend as well. The next meeting of the CUEC will be in March.

5. **Parking Advisory**, Michael Gilstrap. Parking Advisory met in January. The group discussed revising the parking citation appeal policy and ZimRide. So far, Clemson has the most ZimRide registrations of any organization currently using ZimRide. WeCar registration has also begun, and 82 people have registered so far.

6. **Bookstore Advisory Committee**, Karen Countryman. The Bookstore Advisory Committee will be meeting soon.

6. **Unfinished Business**
   A. **Habitat for Humanity House**, Deb Charles and Julia Lusk. The next scheduled workday for faculty and staff is Saturday, February 25, 2012. Julia Lusk will distribute an email to staff to solicit volunteers for the day. Lusk also shared information about the PCHFH ReStore with the group. Donated items for the ReStore can be brought to Clemson First Baptist Church on Friday, Feb. 17, from 9 a.m.-1 p.m. Any item except for clothing will be accepted. Contact Lusk at mcbride@clemson.edu for additional information on the Habitat ReStore.

7. **New Business**: None.

8. **Announcements**: Sharon Kimbell asked for an update from anyone who attended the legislative dinner hosted by the local chapters of the S.C. State Employees Association. Julia Lusk and David Stancil both attended and reported on the discussion held at the dinner about the proposed changes to the State Retirement System.

9. **Adjournment**: There being no further business to discuss, Tina White moved to adjourn and Tim Drake seconded the motion. The meeting adjourned.

**Next Meeting**: Tuesday, March 13, 2012, 10:30 a.m., Madren Center