

**CLEMSON UNIVERSITY STAFF SENATE**  
**Executive Committee**

January 31, 2012, 8:30 AM, 801 University Union

**Minutes**

**Members Present:** Deb Charles, Rose Ellen Davis-Gross, Tim Drake, Karen Erickson, Julie Gambrell, Julia Lusk, Angela Nixon, Carol Pike, Beth Newton, Chris Sober, and Tina White

President Deb Charles called the meeting to order.

1. **Approval of Minutes:** Tina White moved to approve the minutes of the November 29, 2011 Staff Senate Executive Committee meeting. Angela Nixon seconded the motion, and the vote was unanimous. The minutes were approved.
2. **President's Reports**
  - A. **Board of Trustees** – The Winter Quarterly is February 1-2, 2012. Deb Charles submitted a report on behalf of the Senate (Attachment).
  - B. **President's Cabinet** – The draft minutes from the January 9<sup>th</sup> Cabinet meeting were distributed via e-mail on January 12<sup>th</sup>.
3. **Financial Update**, Karen Erickson. Vending \$ 6,726.22, Other \$2,871.59, Travel \$283.13, and SDP \$10,417.54.
4. **Committees**
  - A. **Standing**
    - 1) **Activities and Scholarship**, Julie Gambrell, Beth Newton, and Carol Pike. The groups are in the preliminary stages of planning a 5K fun run to benefit the scholarship fund. Fall 2012 is the target date for the event. The consensus of the Executive Committee is for Activities and Scholarship to proceed with planning the event. Items discussed were a certified course, football schedule, prizes, t-shirts, registration, sponsorships, refreshments, and associated safety fees for the event.
    - 2) **Communications**, Angela Nixon. No report.
    - 3) **Membership**, Karen Erickson. 1) Membership is working with Communications to update the web page for the upcoming elections. Twelve budget centers have area openings. Nominations will open on February 9<sup>th</sup> and will remain open until February 24<sup>th</sup>. 2) Officer nominations will be accepted until the meeting in March. Senators were e-mailed regarding officer elections and other updates from Membership. Candidates will have an opportunity to speak at the March meeting. If an election is necessary, online voting will follow. Installation of new officers will occur at the April banquet. 3) The updated attendance report was distributed to committee members via e-mail. Erickson reminded all committee chairs that committee reports that documents attendance must be turned into the Senate office. Now that we have added attendance requirements to the bylaws, it is important to keep an accurate record of all meetings and attendance.
    - 4) **Policy and Welfare**, Tim Drake. 1) Erin Swann, Interim General Counsel, was contacted in regards to pursuing tuition assistance reciprocity within the state with other colleges/universities. While Swann indicated there is no legal impediment, she did question whether it would be true reciprocity since other institutions have fewer employees outside their local areas. She suggested Drake contact Clemson's Registrar, Stan Smith to discuss other issues with a tuition assistance reciprocity agreement. In addition to tuition assistance reciprocity, P&W is reviewing the policy and procedure for taking advantage Clemson's

tuition assistance benefit. 2) Angela Nixon informed the group that a proposal is being reviewed by Administrative Council to form a task force to research and recommend policies regarding tobacco use on campus. Carol Pike volunteered to serve on the committee if the task force is approved and charged by Administrative Council.

## 5. Unfinished Business

- A. Habitat House, Karon Donald. The next work day is February 11<sup>th</sup>. All members of the Executive Committee were encouraged to volunteer for one shift during the project.

## 6. New Business

- A. **CU Safety Council**, Tim Drake. Chief Link proposed the elimination of three faculty/staff parking spaces at the curve in front of Riggs Hall. The elimination of these spaces will provide more safety for pedestrians using that crosswalk. A motion was made and passed by the Council to eliminate the parking spaces, but Chief Link wanted all interested groups to give feedback before he sends the recommendation to Facilities and Parking Services for implementation. Tim Drake will notify Chief Link that the Staff Senate supports removing the parking spaces to improve pedestrian safety in that crosswalk.
- B. **Screening Committee—Director of Campus Recreation**, Deb Charles. The previous director, Butch Stanphill, retired at the end of 2011. George Smith is now putting together the screening committee who will be charged with soliciting applications and narrowing the candidate pool to the top 3-5 candidates for campus interviews. Student Affairs asked for Staff Senate representation on this committee, so we are requesting a volunteer to serve. The committee will be finalized soon, so the Senate needs to identify a representative within the week. Tina White volunteered to serve on behalf of the Senate. Karon Donald will notify George Smith.
- C. **May Graduation**, Deb Charles. Graduation ceremonies will be split amongst the president, vice president, and past president. Details will be worked out after the March elections.
- D. **Media Coverage**, Angela Nixon. Anna Mitchell from the Anderson Independent has indicated that she intends on attending more Senate meetings. Angela Nixon will e-mail Senators and remind them the meetings are public and comments may appear in the paper. Nixon will attach the article that Mitchell wrote after the January meeting so Senators can familiarize themselves with her writing style and look for future articles.
- E. **Awards Luncheon**, Group. One section of the Ballroom at the Madren Center has been reserved for April 10<sup>th</sup>. Activities will coordinate the event.
- F. **February Executive Committee Meeting** – Deb Charles has a Faculty Senate Budget Accountability meeting on February 28<sup>th</sup> at 8:30 a.m. The February Executive Committee meeting will be moved to 10:30 a.m. to accommodate attendance at both meetings.
- G. **Clemson Job Analysis Questionnaire**, Deb Charles. The communication distributed from Huron was unclear as to the intended audience and the purpose of the survey. The issue was discussed with Michelle Piekutowski.
- H. **Childcare Position Statement**, Deb Charles. The Executive Committee received e-mail from Kathy Headley on January 12<sup>th</sup>. Headley asked that we review the childcare position statement and discuss the document with the Senate. The Women's Commission requests the Senate's endorsement. The Executive Committee supports the concept and would like to be included in the position statement. The position statement will be sent to Senators for additional feedback.

### Childcare Position Statement

The President's Commission on the Status of Women, the Faculty Senate, the Staff Senate, the President's Commission on Black Faculty and Staff, and the Office of Access and Equity are unified in presenting a position statement on the need for establishing a childcare center on the campus of Clemson University. As indicated by the presence of so many campus organizations contributing to this statement, support for an on-campus childcare center has become widespread

at Clemson.

The justifications for establishing a childcare center at Clemson are many, the chief being that the time has come for our great university to join the ranks of other top universities and institutions of higher education both nationally and across the state of South Carolina by investing in future generations with a childcare center worthy of our mission. An on-campus childcare center would amplify our ability to recruit and retain top faculty, staff, graduate and undergraduate students as well as improve the morale of many current Clemson employees. Research has been conducted here at Clemson to support the need for university-supported childcare.

As we continue to seek the brightest and most talented faculty, staff, and students, we must be aware that the absence of on-campus childcare is a glaring omission in comparison to the childcare facilities available at other Top-30 universities as well as other institutions of higher education in South Carolina. Childcare considerations are important for men and women alike, and future university employees consider their families as they make career decisions.

In addition to providing Clemson a better footing in recruiting and retaining excellent faculty and staff, an on-campus childcare center would also aid in efforts to attract the best and brightest students. Having a childcare facility at Clemson would provide opportunities to develop innovative models for childcare in an academic setting, activities which would engage undergraduate and graduate students in meaningful practicum experiences, curricula development and enrichment, and research projects which, with the guidance of faculty, would advance knowledge in early childhood education.

**7. Announcements:** None.

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

**Next Meeting:** Tuesday, February 28, 2012, 10:30 a.m., 801 University Union