

CLEMSON UNIVERSITY STAFF SENATE
Executive Committee

January 29, 2013, 8:30 AM, 801 University Union

Minutes

Members Present: Deb Charles, Karen Erickson, Julie Jones, Reba Kay-Purdessy, Julia Lusk, Beth Newton, Angela Nixon, Carol Pike

Members Absent: Karen Countryman, Chris Sober, and Tina White

Guests: Ami Hood and Krissy Kaylor

President Julia Lusk called the meeting to order.

1. **Approval of Minutes:** Angela Nixon moved to approve the minutes of the November 27, 2012 Staff Senate Executive Committee meetings as written. Reba Kay-Purdessy seconded the motion and the vote was unanimous. The minutes were approved.
2. **President's Reports**
 - A. **Academic Council** – The group discussed the SACS review and issues surrounding the general education requirement of 30 credit hours.
 - B. **Board of Trustees** - The Winter Quarterly is January 30-31. Julia Lusk submitted a report on behalf of the Senate (Attachment).
 - C. **President's Cabinet** - The draft minutes from the January 14th Cabinet meeting were distributed via e-mail on January 28th.
 - D. **Other:**
 1. **Administrative Council**, John Mueller for Michelle Piekutowski. No report.
 2. **Human Resources**
 - **Semi-Monthly Pay**, Ami Hood. Information will be disseminated to employees regarding the semi-monthly pay changes in the next two weeks. An interactive tool will be available for employees to log in to see their projected pay for the remainder of the calendar year. Additionally, employees will receive an extra paycheck on June 28th to help bridge financial gaps that are incurred while transitioning to the new pay cycle.
 - **Insurance Premium Increase**, Krissy Kaylor. The lawsuit regarding the premium increase was heard last week. A decision has not been reached.
 3. **Legislative Update**, Deb Charles. Julia Lusk gave a brief update on the annual SCSEA State House visit that occurred on January 22.
3. **Financial Update**, Karen Erickson. Vending \$ 7,370.44, Other \$1,870.29, Travel \$500.00, and SDP \$8,650.88.
4. **Committees**
 - A. **Standing**
 - 1) **Activities**, Julie Jones. The group is working on the annual food drive to benefit [Golden Harvest Food Bank](#). Donations will be collected through the month of February. Senators will have an opportunity to donate money to the food drive in honor of President Barker at the February meeting. The food bank can convert a \$1 contribution to \$7 worth of food.
 - 2) **Communications**, Angela Nixon and Reba Kay-Purdessy. The committee has started the process of creating the newsletter in Publisher. Publisher is a format that should allow the work of the newsletter to be spread amongst the entire committee. The group will also start reviewing and tracking the number of newsletter hits (how often it is viewed).

- 3) **Membership**, Karen Countryman. No report.
 - 4) **Policy and Welfare**, Chris Sober. No report.
 - 5) **Scholarship**, Beth Newton and Carol Pike. Letters thanking the 5Ksponsors were mailed and the committee will meet in February to begin planning the next event.
5. **Unfinished Business:** None.
6. **New Business**
- A. **Awards Luncheon**, group. The group divided responsibilities associated with the luncheon: Karon Donald, room reservation; Karen Erickson, plan/order the meal; Activities, update the guest list/reserve a photographer; Communications, create and/or update the invitations and programs; Scholarship, table centerpieces; Membership, plaques/new senators; P&W, TBD.
 - B. **New Senator Orientation**, group. Julia Lusk will contact Membership to see what plans are in place for New Senator Orientation. Beth Newton will check with Athletics regarding the availability of the Tiger Den for the retreat and orientation on April 30th.
 - C. **Guest Speakers** - February presentations are CUF (Goz Segars) and Compensation (Michelle Piekutowski).
7. **Announcements**
- A. The next Faculty-Staff Senate Leadership Meeting is scheduled for Tuesday, March 12, 2013, 8:00 a.m., Seminar Room II, Madren Conference Center. Breakfast will be provided.
8. **Adjournment:** There being no further business to discuss, the meeting adjourned.

Next Meeting: Tuesday, February 26, 2013, 8:30 a.m., 801 University Union