Members Present: Deb Charles, Shelly Geer, Wendy Howard, Julie Jones, Julia Lusk, Angela Nixon, Carol Pike, and Tina White

Members Absent: Kay Bagwell, Matt Bundrick, Anne Cummings, and Reba Kay-Purdessy

President Angela Nixon called the meeting to order.

1. Approval of Minutes: Tina White moved to approve the minutes of the September 24, 2013 Staff Senate Executive Committee meeting as submitted. Julia Lusk seconded the motion and the vote was unanimous. The minutes were approved.

2. President’s Reports
   A. Board of Trustees – The Board met October 17-18 in Clemson. Angela shared a report on behalf of the Senate (Attachment). Also, two scholarship recipients introduced themselves during the meeting. The students were Addie Hall (daughter of Penny Hall), and Hayley Pearson (daughter of Becky Pearson).
   B. Foundation Board – The Board met October 10-11.

3. Financial Update, Julie Jones. There are no significant changes to report in the operating budget. Currently Karon and I are reconciling the monthly budget status reports.

4. Committees
   A. Standing
      1) Activities, Julia Lusk. December 10th has been selected as the date for the reception honoring our scholarship recipients. The reception will immediately follow the Senate meeting. All scholarship recipients and their staff parents plan on attending.
      2) Communications, Anne Cummings and Reba Kay-Purdessy. No report.
      3) Membership, Kay Bagwell and Shelly Geer. The Membership Committee is prepared to assist with registration for the 5K. Shelly has agreed to help on Friday, November 8th. The rest of the members have volunteered to help on the morning of the race; Kari, Deb, Deveraux, and Kay from 6:30 a.m. – 9:30 a.m., Laura from 7:30 a.m. until 9:30 a.m., and Gail Gilbert from 8:00 a.m. until 10:00 a.m. Deveraux, Deb, and Karen plan to participate in the race. The committee did a great job in soliciting runners and managed to secure a couple of sponsors.
      4) Policy and Welfare, Wendy Howard. The group briefly discussed the market compensation information request Wendy disseminated to the committee via e-mail. The consensus of the group is to proceed with the information request as written. Wendy will submit the information request to Michelle Piekutowski via e-mail. This will allow Michelle two weeks to gather the requested information prior to the meeting on November 12, 9:00 a.m., ASB-102.
      5) Scholarship, Carol Pike. Scholarship will meet November 5th to stuff registration packets and to finalize last minute race details. Early registration will be Friday, November 8th. Volunteers are needed to work the registration table from noon until 5:00 p.m. on Friday.

5. Unfinished Business
   A. Presidential Search Update, Angela Nixon. No report.

6. New Business
   A. Proposed Holiday Schedules – Human Resources asked for an opinion regarding two holiday schedule options for 2014. Both schedules include the following holidays: New Year's Day,
Martin Luther King, Spring Break, July 4, Fall Break, and an optional holiday. Option 1 includes 3 days at Thanksgiving and 4 days at Christmas. Option 2 allows for 2 days at Thanksgiving and 5 days at Christmas. The consensus of the group was to recommend Option 2.

B. Tobacco Survey – A survey will be distributed to a random selection of faculty, staff, and students. Please complete the survey if you are one of the recipients.

C. Senator Appreciation Gifts – Several items were suggested as potential gifts (portfolio, l/s t-shirt, sweatshirt, hoodie, stadium blanket, travel mug, water tumbler). Karon will price and order accordingly.

D. Free T-shirt Distribution for Staff – T-shirts will be distributed on November 7th. They will be available for pick-up at ASB anytime during normal business hours and from 11:00 a.m. until 1:00 p.m. at Hendrix and the Union. Concerns were expressed over distributing t-shirts in high traffic areas. Several alternate distribution locations were discussed. Angela will contact John Mueller to see if there is any flexibility regarding the distribution locations.

E. Gotcha Ride – Gotcha Ride is a free transportation service available primarily for faculty and staff use. There are two vehicles that will transport up to 5 passengers at a time. The service is free and drivers work off of tips. The vehicles are funded by selling advertising space inside and outside the vehicle.

F. Joint Meeting with the Senates – The group would like to meet jointly, but concerns were expressed about the proposed meeting time. Staff attendance may be poor if the meeting is scheduled too late in the evening or at night. Angela will offer 5:00 p.m. as a suggested meeting time.

G. November Guest Speakers
   - Nicholas E. Paschvoss, Green Zone Training
   - Candi Forester Smith, United Way of Pickens County
   - Sean Flood and Dan Hofmann, Gotcha Ride

7. Announcements: None.

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

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