Members Present: Kay Bagwell, Roberta Balliet, Brandie Bargeloh, Pam Barnhill (conference call), Mac Bevill, Matt Bundrick, Deb Charles, Laura Clay, Anne Cummings, Leslie Doss, Meredith Driver, Shelly Geer, Gail Gilbert, Deborah Goss, Shirley Hagood, Jessica Holbrooks, Adam Hunter, Julie Jones, Sharon Kimbell, Julia Lusk, Rusty McDonald, Amanda Menefee, Angela Nixon, Dede Norungolo, Judy Pruitt, Meshelle Rabon, Sarah Reeves, Andy Riggins, Kari Tankersley, Judy Tribble, Hagan Walker (conference call), Cathy Welton, Tina White, and Deveraux Williams

Members Absent: Karen Erickson, Kim Fisher, Linda Galloway, Wendy Howard, Billy Hunt, Reba Kay-Purdessy, Chris Sober, and Terri Vaughan

Guests Present: Gloria Freeman, John Mueller, Sharon Nagy, Michelle Piekutowski, Tina Rousselot de Saint Ceran, Jackie Todd, Tom Ward, Matt Watkins, Suzanne Watkins

President Angela Nixon welcomed guests and called the meeting to order.

1. Approval of Minutes: Tina White moved to approve the minutes of the January 14, 2014 Staff Senate meeting as written. Leslie Doss seconded the motion and the vote was unanimous. The minutes were approved.

2. Open Commentary
   A. Episcopal Day School – Suzanne Watkins, School Director for the Episcopal Day School, shared information on their child care program and announced changes for fall 2014. For additional information, contact Watkins at (864) 654-0298 or swatkins@holytrinityclemson.org.

3. Special Order of the Day
   A. Campus Cultural Subcommittee, Internationalization Task Force – Sharon Nagy, Ph.D. presented details about the Campus Cultural Subcommittee of the Internationalization Task Force. She shared information about the internationalization of Clemson University and requested feedback concerning gaps and recommendations for moving forward. Cross culturalization workshops will be offered in April and other workshops are in development. For more information about the task force, http://www.clemson.edu/administration/ia/intltaskforce.html

4. President’s Reports
   A. Board of Trustees – The Winter Quarterly was February 6-7, 2014. Angela Nixon shared a report on behalf of the Staff Senate (Attachment).
   B. Other:
      1. Administrative Council, John Mueller for Michelle Piekutowski. The AC is meeting weekly and is currently reviewing student fees.
      2. Human Resources, John Mueller. Vivian Morris in HR is working on a centralized place to publicize area discount programs for University employees. Pizza Hut is offering a discount and has provided discount cards that will fit easily on key rings. Discount cards are available in the Staff Senate office located at 801 University Union.
         • Compensation Results, Michelle Piekutowski, Chief Human Resource Officer. Piekutowski presented a summary of the first three years of the five-year compensation plan. The details of the presentation will be available on the HR webpage in the next couple of weeks. The guidelines for year four (FY 14-15) are currently being developed.
3. **Legislative Update**, Julia Lusk. None.

5. **Treasurer’s Report**, Julie Jones. Funds remaining in the operating budget as of March 4th: (a) Vending: $5,360.87; (b) Staff Senate funds: $1,775.85; (c) Travel: $9.68; (d) SDP: $6,252.81. Julia Lusk moved to approve the report and Brandie Bargeloh seconded the motion. The vote was unanimous. The report was approved.

6. **Committee Reports**
   A. **Standing Committees**
      1. **Activities**, Julia Lusk. The committee is hosting a food drive this month to benefit Golden Harvest Food Bank in Liberty. Golden Harvest serves Anderson, Oconee, and Pickens counties. Every $1 given to Golden Harvest provides food for 4 meals. Donations have been received from Athletics, Senators, CCIT, and Student Affairs. Student Affairs overall gave $299.83 and Gantt Center for Student Life specifically gave $230.32. If you haven’t already contributed to the food drive, the Activities Committee will be collecting donations through the week of March 24th.
      2. **Communications**, Anne Cummings and Reba Kay-Purdessy. No report.
      3. **Membership**, Kay Bagwell and Shelly Geer. 1) Membership called for nominations for the offices of Vice President (President-Elect), Secretary, Treasurer, and Parliamentarian for 2014-2015. Nominations received are: Tina White for Vice President and Julie Jones for Treasurer. Rusty McDonald moved to close the nominations and accept the slate of officers as presented. Shelly Geer seconded the motion and the vote was unanimous. The Senate elected Julie Jones for Treasurer and Tina White for Vice President (President-Elect). 2) Membership has closed nominations for new Senators. An election is being conducted currently in Athletics and will close on March 14, 2014. Nominees and candidates will be notified of the results after they have been confirmed by the Membership Committee.
      4. **Policy and Welfare**, Matt Bundrick. The committee is working with GotchaRide to resolve boundary and eligibility issues. The committee is also working on ideas to better recognize staff for their accomplishments and ways to improve communication with staff.
      5. **Scholarship**, Leslie Doss. November 15th has been selected as the tentative date for the 5K. The group is also looking for ways to partner with other organizations for future events. More information will be forthcoming.

   B. **University Committees**
      1. **Bookstore Advisory**, Amanda Menefee. The committee met February 4. 1) The Bookstore will be moving to the new Douthit Hills area most likely in 2017 with a much larger store that will serve the community as well as the university. 2) Recycled graduation gowns outsold the others by such a large margin, that they will eliminate the non-recyclable, but students can still special order them. A portion of the proceeds are donated to the sustainability fund. 3) Grad Fair is going on this week in the Hendrix Center.
      2. **Campus Climate Task Force**, Dede Norungolo. Best Practices for Climate Enhancement, Subcommittee Assignment, Qualitative Research – The group met on January 22. There was some discussion about how to engage Senators in focus groups and possibly to develop and implement a Staff Senate assessment to provide feedback regarding the campus climate. The assessment will see how senators feel about diversity, pluralism, and inclusion. Because the Staff Senate has in essence supported the concept of Universal Design, this may be a good next step in being proactive!
      3. **President’s Commission on the Status of Women**, Karen Erickson and Tina White. At our January meeting, President Clements met with us and we had an informal “meet and greet”. We reviewed some of the issues facing women on campus, as well as discussed our goals and projects for the upcoming year. We also had an informative presentation by Jerry Knighton from Access and Equity regarding Title IX compliance, especially as it relates to sexual harassment/violence.
7. **Unfinished Business**: None.

8. **New Business**
   
   A. **Provost Search Committee**, Angela Nixon. The committee met two weeks ago and consists of 21 members. The group is currently working on creating the position description and leadership statement.

   B. **Time Limited (TLP) and Temporary Grant (TPG) Employees**, Angela Nixon. The Senate has received requests to add TLP and TPG employees to the Senate membership. Clemson has evolved and both employee groups are larger in numbers and working for longer periods of time. The Executive and Membership Committees are researching the implications of adding both groups to the Senate’s membership.

   C. **Awards Selection Committee Appointment** – The Academic Success Center is seating an awards selection committee composed of the following: 3 ASC staff, 2 appointees from Dean Murdoch, 1 appointee from Faculty Senate, and 1 appointee from Staff Senate. The Academic Success Center is currently soliciting nominations for 2 university awards: The Class of 1956 Award for Excellence is presented annually to a staff member whose demonstrated support for the center’s programs has made a positive contribution to student success. The Ted G. Westmoreland Award for Excellence is presented annually to a faculty member whose demonstrated support for the center's programs has made a positive contribution to student success. Nominations are due by April 1. Tina White volunteered to serve on the awards committee.

9. **Announcements**
   
   A. **Cooper Library 306C** – This room is available for any Clemson employee who needs a private place for lactation purposes. The room may be reserved online by visiting [http://clemson.libcal.com/booking/lactation](http://clemson.libcal.com/booking/lactation).

   B. The Women’s Commission is hosting a faculty and staff forum on March 18th to discuss issues.

   C. The Awards Banquet is Tuesday, April 8, 2014, 11:30 a.m., Madren Center, Ballroom A.

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

**Next Meeting**: Tuesday, April 8, 2014, 10:30 a.m., Madren Conference Center