Members Present: Kay Bagwell, Roberta Balliet, Brandie Bargeloh, Mac Bevill, Matt Bundrick, Deb Charles, Laura Clay, Leslie Doss, Karen Erickson, Linda Galloway, Shelly Geer, Gail Gilbert, Deborah Goss, Shirley Hagood, Jessica Holbrooks, Adam Hunter, Julie Jones, Sharon Kimbell, Rusty McDonald, Amanda Menefee, Angela Nixon, Dede Norungolo, Judy Pruitt, Meshelle Rabon, Sarah Reeves, Andy Riggins, Chris Sober, Judy Tribble, Terri Vaughan, Cathy Welton, Tina White, and Deveraux Williams

Members Absent: Pam Barnhill, Anne Cummings, Meredith Driver, Kim Fisher, Wendy Howard, Billy Hunt, Reba Kay-Purdessy, Julia Lusk, Kari Tankersley, and Hagan Walker

Guests Present: John Mueller, Jackie Todd, and Tom Warnock

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

1. Approval of Minutes: Tina White moved to approve the minutes of the March 11, 2014 Staff Senate meeting as written. Deb Charles seconded the motion and the vote was unanimous. The minutes were approved.

2. Open Commentary: None.

3. President’s Reports
   A. Board of Trustees – The Spring Quarterly is in Clemson on April 10-11. Angela will present her final report to the Board and will introduce Matt as the new president (Attachment).
   B. Other:
      1. Administrative Council, John Mueller for Michelle Piekutowski. The Council is preparing for the upcoming BOT meeting.
      2. Human Resources, John Mueller. The Employee Appreciation Lunch will be Tuesday, May 6th from 11:00 a.m. until 1:00 p.m. at the Harcombe Dining Hall.

4. Treasurer’s Report, Julie Jones. Funds remaining in the operating budget as of April 6th:
   (a) Vending: $5,253.90; (b) Staff Senate funds: $1,727.51; (c) Travel: $9.68; (d) SDP: $5,666.96. Kay Bagwell moved to approve the report and Deb Charles seconded the motion. The vote was unanimous. The report was approved.

5. Committee Reports
   A. Standing Committees
      1. Activities, Julia Lusk. Over $600 was donated to benefit Golden Harvest Food Bank. The money was delivered to them on March 27th.
      2. Communications, Anne Cummings and Reba Kay-Purdessy. No report.
      3. Membership, Kay Bagwell and Shelly Geer. CALL FOR NOMINATIONS!
         - Ombudsman Evaluation Committee – The Staff Ombudsman Evaluation Committee meets bimonthly (i.e. every other month). Responsibilities include providing oversight, guidance, and evaluation of the Staff Ombudsman. One member is elected annually by the Senate. Terri Vaughan was nominated to serve on the committee. Hearing no other nominations, Rusty McDonald moved to close the nominations. Judy Pruitt seconded the motion and the vote was unanimous. Terri Vaughan will serve as the Staff Senate representative on the Staff Ombudsman Evaluation Committee.
      4. Policy and Welfare, Matt Bundrick. Laura Clay asked the Senate to research the possibility of employees purchasing a computer from the Clemson Computer Store and paying through payroll deduction. Additionally, Senators would like Policy and Welfare to discuss the
5. **Scholarship**, Leslie Doss. No report.

### B. University Committees

1. **Safety Council**, Anne Cummings. The Safety Council met March 27. The Council is working with other University entities to identify existing and potential pedestrian/vehicle conflict areas. Please review the attached draft of the documented areas and let Anne Cummings know if you have others to be considered. The maintenance/upgrade of the campus siren system is also being discussed in order to take into account several capital projects being planned (Attachment).

### 6. Unfinished Business

#### A. **Provost Search Committee**, Angela Nixon. Clemson University staff were surveyed via email to gather input for the provost search committee. Only 73 people responded to the survey, but several common themes emerged from their responses.

1. What are the major challenges and opportunities that the next Clemson provost will inherit? (immediate and long-term)

   The most common challenges mentioned were:
   - Lack of funding/budget problems—most of these responses referred to dwindling state support.
   - Leadership turnover/lots of open or interim positions at the administrative level—this was mentioned both as a challenge and as an opportunity.
   - Compensation issues—many responses reflected either salary disparities between faculty and staff or employees (as a whole) at Clemson being underpaid.
   - Technology limitations—not utilizing technology in the best way possible or not taking advantage of the latest that technology has to offer.
   - Inefficient processes and procedures—this includes the hiring process and other HR functions, as well as state processes and procedures that hamper progress at Clemson.

   The most common opportunities mentioned were:
   - Strong research programs and the opportunity to grow Clemson’s research focus and capabilities.
   - Top 25 ranking and being on the cusp of moving ahead even further in rankings.

2. What kind of person would be best suited to handle these challenges and take advantage of these opportunities?

   The most commonly mentioned qualities and characteristics were:
   - Strong leadership and management skills—someone who will earn the respect and trust of faculty and staff, someone who can delegate responsibilities appropriately to be able to focus on the bigger picture, someone who is a visionary, a forward thinker and a strategic thinker.
   - Diversity—someone who understands the importance and value of diversity, with several responses urging the search committee to seek out and consider minority candidates.
   - Someone who will be aware of the needs and concerns of the staff and will include staff in decision making.
   - Good communication skills—someone who communicates openly and frequently and who is also a good listener.
   - Previous administrative experience in higher education—someone who has served as a dean, provost or similar administrative position at the university level. Several
responses stated that the person should have previous experience at a Top 20 school and/or a land grant school.

- Strong decision maker—someone who is not afraid to make changes and decisions that might be unpopular.

B. Time Limited and Temporary Grant Employees, Angela Nixon. HR provided a staff listing that included TLP and TPG employees. Clemson University currently employs a total of 490 people in the two classifications combined. The employees are spread amongst 17 budget centers. The issue is being reviewed further for short-term and long-term implications.

7. New Business: None.

8. Announcements
   A. The Awards Luncheon is Tuesday, April 8, 2014, 11:30 a.m., Madren Center, Ballroom A.
   B. The General Faculty Meeting will be held on Thursday, May 8, 2014 at 10:00 a.m. in the auditorium of the Brooks Theatre.
   C. President Clements’ Investiture Ceremony, Angela Nixon. The investiture will be incorporated into all three May 9th graduation ceremonies. Staff members are encouraged to participate.

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

Next Meeting: Tuesday, May 13, 2014, 10:30 a.m., Madren Conference Center
SAFETY COUNCIL DRAFT

Hartwell Bridge

Rigg's Bridge

Sherman Street

High Level Conflict Areas

Moderate Level Conflict Areas

Anticipated Conflict Area

Campus Walk Zone