

CLEMSON UNIVERSITY
CLASSIFIED STAFF COMMISSION MEETING MINUTES
Tuesday, January 9, 2001
Student Senate Chambers

Present: Larry Addis, Karen Addis, Nancy Allgood, Jerry Beckley, Brian Becknell, Barbara Bergman, Roxanne Bernard, Lynn Boiter, Diana Bourgeois, Kathy Bragg, Harold Campbell, Linda Cocke, Annice Cope, Pat Dobey, Carla Duncan, Ruth Griffin, Dexter Hawkins, Wendy Howard, Dianne Jones, Emma Knight, Jean Kopczyk, Robin Lay, Marian Littleton, Cindy Long, Rita McConnell, Robin Page, Sandra Parker, Pam Parnell, Steve Perry, Karen Pope, Gary Pye, Wanda Reed, Jill Richard, Tammy Rothell, Steven Shiflet, Giles Singleton, Christine Sober, Charlotte Swafford, April Warner, Patty Warner, James Williams

Absent: Suzanne Atkinson, Barbara Bergman, Lynn Boiter, Harold Campbell, Carla Duncan, Darline Graham-Boggs, Dexter Hawkins, Dianne Jones, Emma Knight, Pam Parnell, Stephen Perry, Jill Richard

Guests: Cathy Bell, Betty Cook

Brian Becknell called the meeting to order at 10:10 AM.

1. Approval of Minutes: Minutes were approved.

2. Reading of Correspondence: Marian Littleton stated that she had received a letter of appreciation from Habitat for Humanity expressing their gratitude for the contribution of \$1,001 from the Classified Staff Commission.

3. Open Commentary: None was given.

4. President's Report: Comments from Brian Becknell

A. Academic Council: The next meeting is in February.

B. Administrative Council: There was no new information to report at this time.

C. Board of Trustees: The next meeting is the end of January.

D. Legislative Affairs: Brian Becknell and Jerry Beckley received a copy of Governor Hodge's proposed budget at the meeting on Friday, January 5th. They will attempt to post a copy of the budget on the Classified Staff Commission website. The South Carolina legislative session opened Monday, January 8th.

E. President's Cabinet: There was no new information to report at this time.

5. Treasurer's Report: Cindy Long reported a balance of \$154,831 in the Endowment fund. Cindy had discovered approximately \$6,900 in the deposit account from a former golf tournament that had never been transferred into the Endowment fund. Cindy believes this probably resulted when the former financial system and the new system switched. A motion was made by Cindy Long to transfer the amount from the deposit account to the Endowment Fund and was seconded by Jerry Beckley. The motion passed without objection. Cindy also reported that \$700 has already been deposited for the Golf Tournament. In the Other category of the E&G account, our records show \$5,400 and an additional \$1,400 in travel. All remaining vending monies are earmarked for the April function.

6. Committee Reports:

A. Standing Committees:

- 1. Membership:** Nancy Allgood introduced Pat Dobey as the new representative from Area 26. Nancy stated that the nomination forms for the upcoming elections went out on December 4th. Forms were to be returned by December 22nd. As of January 9th, Nancy had received only 1 ballot out of over 800 that had been sent out. She urged representatives in areas 7, 10, 18, 19, 20, 21, and 27 to stress to the staff members in their area to turn in the nomination forms.
- 2. Communications:** Wendy Howard reported that work has begun on the next CSC newsletter. An email will be sent out requesting ideas for articles. Jerry Beckley requested the newsletter address the issue of the proposed 15% budget cut. Cindy Long asked that two thank you notes from CSC scholarship recipients be printed in the next issue. Brian Becknell stated that he had received numerous compliments on the November 2000 issue and that the newsletter will be posted on the CSC website.
- 3. Policy and Welfare:** April Warner had no new information to present.
- 4. Scholarship:** Cindy Long reported the committee is actively contacting groups for sponsorships and prize donations. March 15th is the deadline for corporate plus sponsorships. Anyone able to assist in securing prizes/raffles should contact a member of the Scholarship Committee. Small World Travel has agreed to sponsor a hole-in-one prize of 2 airline tickets to any destination in the continental US. This will be the 10th annual golf tournament sponsored by the CSC.

B. Ad Hoc Committees

- 1. Ad Hoc Committee for Staff Ombudsman:** Jerry Beckley

stated that the Committee will be making its presentation at the February meeting. Effective January 10th at noon, all classified staff surveys will be over. The survey report should be available to the Committee on January 12th. All representatives should make every effort to attend the presentation next month.

C. University Committees

1. **Accident Review Board:** Willie Williams reported they have not met since the December CSC meeting.
2. **Athletic Council:** Cathy Bell reported that at the December 14th meeting, there was discussion regarding preparations being made for the Gator Bowl. The Council members were encouraged to distribute the minutes or highlights of the minutes to their constituency. Members expressed concern regarding recent student athlete legal situations. The fall 2001 football schedule was distributed. Highlights of several of the sports were given. Chair, Ron Thomas, will discuss the Council's concern regarding the change in the final exam schedule with the Provost. The Athletic Department stated that this has created a scheduling problem since game schedules were already in place before this action was taken.
3. **Bookstore Advisory:** Cindy Long reported that they plan to meet in the spring.
4. **Budget Council:** No report was given.
5. **CATS:** Robbie Nicholson reported that the CATS board has not met since November.
6. **Clemson Faculty/Staff Club:** Cathy Bell reported that there is no update since the last report.
7. **Council on Community & Diversity:** No report was given.
8. **Faculty Senate Budget Accountability:** Cindy Long reported that there was no new information at this time.
9. **Human Resources Advisory:** April Warner reported that there was no new information at this time.
10. **Joint City/University:** Robin Page reported that the Committee's discussions included an update on the Edgewood/College Avenue intersection, the joint city/university banquet to be held in May which Robin will serve on, and the water supply issue.
11. **Library Advisory:** Diana Bourgeois reported that they did not meet last month.
12. **Loose Group:** Cathy Bell reported that there is no update since the last report.
13. **Parking Advisory:** Barbara Bergman reported that the committee meetings for December and January were cancelled. Instead, they met for a third Parking Summit, held December 20th, to select the top recommendations for improving parking on campus. The top-ranked suggestions were 1) modify campus to permit a direct east-west bus route, 2) set up an express shuttle, 3) build a parking garage, 4) extend hours of CAT service, 5) charge higher fees for close parking spots, 6) improve signage, and 7) increase enforcement. These recommendations will be researched for feasibility.
14. **President's Commission on the Status of Women:** Myra Cato reported that their next meeting is a special called meeting on Friday, January 12th.
15. **Recreation Advisory:** No report was given.
16. **SACS Committee on Physical Resources:** Dexter Hawkins reported that the committee has interviewed Dave Fleming and Bob Wells.
17. **SCSEA:** Betty Cook reported that the Clemson SCSEA Chapter did not meet in December. The next meeting is scheduled for Thursday, January 11, 2001, in the Conference Room of the Gunnin Architecture Library in Lee Hall at 8:15AM. At that time they will set a date for the annual trip to Columbia to visit our upstate legislators. If anyone from CSC would like to go along, please contact Betty Cook, Chapter President, at 656-3933 or celizab@clermson.edu.

7. Unfinished Business

- A. **Provost Search Update:** Brian Becknell thanked everyone who had sent contact information for the Provost search. The three candidates for the position will be visiting the campus for further interviews the weekend of February 3rd. Any classified staff member with specific questions for the candidates should contact Brian.

8. New Business

- A. **CSC President/Representative Information Exchange:** Brian Becknell would like to meet with representatives for the purpose of discussing informally any concerns/issues that the constituents in their area might have.
- B. **Faculty/Staff Meeting:** Brian Becknell reported that his speech on December 20th was very well received. Following Brian's speech, President Barker conducted a Town Hall Meeting fielding questions and comments from the faculty and staff. President Barker laid out specific goals and ways of achieving these goals in light of the recent 15% budget reduction announcement. All classified staff members are encouraged to email their questions and comments to Brian or President Barker.

C. Legislative Affairs: Brian Becknell opened the floor to discussion of how the Classified Staff Commission could most effectively address the 15% budget reduction proposed by Governor Hodges. The Commission wants to assure all members of its awareness of all aspects of this issue and of President Barker's commitment to the staff. Tuition increases will most likely bring the greatest relief of budgetary cuts. The Classified Staff Commission intends to work closely with the SCSEA, Faculty Senate and other campus groups to effectively address this issue. Representatives were urged to be factual in their responses to constituents. Unanswerable questions should be directed toward Brian and Jerry for definitive information. The Commission hopes to post the budgets from both the South Carolina House of Representatives (available March 15th) and the Senate on the CSC website as soon as they become available. Betty Cook reminded the representatives that at this point in time, the key word is 'proposed' budget reduction. She urged members to participate in the SCSEA's annual trip to Columbia and let our upstate legislators hear our concerns. Many representatives addressed the issue of attrition, seeing it as an ongoing practice of work force reduction at Clemson University. Cathy Bell suggested that Brian and April express these concerns to the Human Resources Advisory Committee as well as the President's Cabinet.

9. Adjournment: The meeting was adjourned at 11:15 AM.

NEXT MEETING: Tuesday, February 13, 2001, 10:00 AM, Student Senate Chambers