

Agenda

1. Welcome and Call to Order
2. Approval of Minutes: November 23, 2020
3. Financial Update, Karon Donald. The Division of Inclusion and Equity moved to Shared Services for financial oversight and approval as of December 1st. Their services and scope of work are outlined in the PowerPoint in Box. I will continue to manage your budgets and process your requisition requests, but Shared Services will approve and issue the purchase orders and pay the invoices. Clemson has “NO PO, No Pay” and “Honorariums” policies. There are exceptions to both and noted in the policies. In a nutshell, vendors (businesses, guest speakers requiring a fee, etc.) must be registered and approved in buyWays and a purchase order issued **before** services are rendered. It takes approximately a month to register a supplier and issue a purchase order.

Expenditures for Kwanzaa: Vaughn Newman/The Studio \$750, and HOTEK \$1,000.

4. Committee Reports
 - A. Faculty
 - B. Staff
 - C. Students
 - D. Alumni
 - E. Community
 - F. Communication
 - G. Programming and Events
 - H. Strategic Plan
5. Old Business:
 - A. Appoint Commissioner to fill vacancy
 - B. CBE Secretary Position
 - C. Constituent Issue and Case Study
 - D. Monthly meeting
6. New Business
 - A. Regina Thompson and Lunch Lecture Series
 - B. CBE Spring Open Forum
 - C. Community Policing Forum with TCTC
7. Announcements
8. Adjournment