

Staff Advisory Council Policy, Benefits, & Budget Committee 2005-2006 Annual Report

Committee Members:

Tara Gladden (Chair), Sheryl Beeler, Greg Fox, Juanita Phelan, Diana Ward, and Shertli York

The following were issues addressed by the SAC Policy, Benefits, and Budget Committee from July 2005 – June 2006:

Peer Mediation

Mac McCrory came to Staff Advisory Council to ask for our support about Alternative Dispute Resolution/Peer Mediation. We drafted a resolution to show that SAC supports ADR/Peer Mediation. A motion was made by the Policies, Benefits, and Budget committee to Staff Advisory Council to support a Peer Mediation program overseen by the Institute for Issue Management and Alternative Dispute Resolution (IMADR) and that the Policies, Benefits, and Budget committee be involved in the process. Since the resolution was passed, Mac McCrory has left OSU-Stillwater. Linda Jaco is now oversees the IMADR. The next PB&B committee should work directly with Linda Jaco if anything else is needed from Staff Advisory Council.

Tuition/Fee Waiver

Our committee was asked to review the tuition/fee waiver policy. Sheryl Beeler brought forth the issue from a constituent regarding the tuition/fee waiver not allowed when taking outreach/extension courses or independent study courses. Discussion included justification of such exceptions for outreach courses as outreach/extension needs the revenue made from their courses in order to pay employees, etc. No one was sure on justification of such for independent study courses. A recommendation was made for clarification of the policy by including the following state in Policies 3-0744 and 2-0108: “some courses taught through correspondence study, extension and outreach are excluded. For more information, contact the department offering the course to see if it qualifies for the fee waiver.”

Reporting unethical conduct and complaint protection policy review

Our committee reviewed the policy and made some clarifications to the policy. There is no policy number yet because this policy has not been published.

Grievances and appeals for staff review (OSU Policy #3-0746)

The committee completed a review of the Grievances and appeals process for staff. The document was revised based on input from HR, Affirmative Action and PB&B members. The revised document will be presented to SAC at the June 2006 meeting.

Attendance and leave policy review (OSU Policy #3-0713)

A request was made of the committee to review the attendance and leave policy based on a request for clarification by a constituent. The constituent was concerned the requirement that staff in some areas of the University must take accumulated annual leave during periods of time when that area is closed (Fall, Spring breaks and between semesters). All of OSU's policies are written for the benefit of the majority of the staff. The committee determined that the policies and procedures are appropriate.

Broad band updates

Our committee periodically received broad band updates from Human Resources.