



STAFF ADVISORY COUNCIL

OSU STAFF ADVISORY COUNCIL MINUTES May 11, 2005, 412 Student Union, Case Study 2

Present: Beeler, Campbell, Cich, Condit, Ford, Gedon, Gladden, Hoffman, Hunt, John, Kelly, Peters, Phelps, Sanmann, Shields, Thomason, Warner, Welliver, West, Whitmore, Wyant, York, Zweiacker

Absent: Barber, Blackburn, Carpenter, Phelan, Tanner, White

Donna Whitmore called the meeting to order at 1:15 pm, and Joan Sanmann called roll.

The April 2005 minutes were approved.

The Agenda was approved.

Dennis White could not be seated, as he was not present.

E-Team Update – No Report. Dr. Bosserman could not be present.

Report of University Committees

Faculty Council Report – Carey Warner

Introduction was made of new Faculty Council members. Carey thanked Faculty Council for their assistance on Staff Appreciation Day.

Flexible Compensation Report – Billie Blackburn – No report

Branch Campus Reports

OSU-COM – Jan Barber – No report

OSU-Okmulgee – Allen York

Had 210 out of 300 employees attend Trimester meeting and luncheon.

OSU-OKC – Kristi John

Council is gathering information for new officers next month. Council completed silent auction. The net profit was \$748.00, which will be used for Staff Advisory luncheon at OSU/OKC.

OSU-Tulsa – Sarah Phelps – No report

Report of Standing Committees

Rules and Procedures – Duane Hunt

Members of the Rules and Procedures committee met to count the ballots submitted during the election period. The following staff members were elected and will join the Council at the June meeting:

Academic Affairs

Diana Ward (A/P), Katie Reim (A/P), Stacey Frazier (Classified)

Administration & Finance

Rob Eynon (A/P), Becky McIntire (Classified)

Enrollment Mgmt/Mktg/EREDF/General Univ/Research

Lori Wieder (A/P)

Student Affairs

Sherril York (A/P), Kim Forsythe (Classified)

Both Bea Peters and Hank Welliver were reelected to the Administrative and Finance Division. Based on the votes received, Hank Welliver’s term of office will be for two years.

For information, 2816 ballots were distributed..

	A/P	Returned		Clas	Returned	
Admin/Finance	237	96	41%	644	166	2
Student Affair	157	29	18%	242	35	1
Acad Affairs	731	207	28%	583	88	1
Enrollment/Etc	222	33	15%			
	1347	365	27%	1469	289	2

Awards & Recognition – Carey Warner

Picnic was very successful. Many people commented on the quality of the food from Freddy Paul's. Carnation sales made \$300 profit.

Policies, Benefits and Budget – Jane Carpenter – No report

Public Relations – Liz Condit – No report

Old Business

Tara has contacted two vendors re denim shirts. Value denim is \$20, with logo; and regular denim is \$29 with logo.

After much discussion a motion was made to move the issue to the Public Relations Committee. Motion passed with one abstention. Anne Matoy asked us to submit the funding request to her and she would find the funding.

New Business

Duane Hunt moved we eliminate the pictures of council members from the web site. It makes the download time much longer; SAC does not have its own digital camera and must always borrow one; and it is difficult to get pictures of all members when they are not present at the June meeting. We will have contact information for all council members, but no pictures. Motion carried.

Duane Hunt and Jeremy Zweiacker presented the following proposal:

"Presently, Staff Advisory Council Representatives participate in the New Employee Orientation (NEO), initially greeting staff members as they arrive at the orientation session, followed by one of the Representative providing attendee's essential information regarding the Council's mission, structure, and activities. The time allocated to the Council for this presentation is currently five (5) minutes and in some instances, enthusiastic presenters have exceeded the five minutes because of the importance of the message that they are relating. In an effort to better allocate time throughout the day, and help the HR department in their planning, the members of the Staff Advisory Council would like to request that the SAC presenter be allotted fifteen (15) minutes during the NEO Program."

It was the general consensus that 15 minutes was too long, but that we should have more than 5 minutes. After much discussion, motion was made for Public Relations committee to review the design of our presentation to see if it could possibly be presented more efficiently, and to get with HR to determine how we might present in our time. Sandy Barth expressed appreciation for all the work the Counsel does with NEO. She suggested we might announce where we could be reached if new employees have questions not addressed in the presentation.

Announcements:

We need to continue to think about the new slate of officers, which will be elected at the June 2005 meeting.

Our June 8 will be at noon in the Sequoyah room.

Carolyn Hernandez announced there will be more sexual harassment training in June. There will also be a "train the trainer" session.

There being no further business to come before Council, motion was made, seconded and approved to adjourn.

May 13, 2005.

Joan Sanmann, Secretary