



STAFF ADVISORY COUNCIL

OSU STAFF ADVISORY COUNCIL MINUTES

July 13, 2005, 408 Student Union, Case Study 1

Present: Blackburn, Campbell, Condit, Eynon, Ford, Frazier, Garner, Hoffman, Hunt, Kelley, McIntire, Peters, Phelan, Phelps, Reim, Ward, Warner, Welliver, West, Whitmore, Wieder, A. York, S. York, Zweiacker

Absent: Barber, Beeler, Forsythe, Gladden, White

Hank Welliver called the meeting to order at 1:15 p. m. and Carey Warner called roll.

Hank asked for approval of the June minutes. Correction to name of the company providing Years of Service pins was noted. A motion was made to approve June minutes as amended, seconded and approved by a voice vote.

Changes to the agenda included omitting the Flexible Compensation Benefits Report under Report of University Committees and the addition of University Dress Code to New Business. A motion was made to approve the agenda as amended, seconded and approved by a voice vote.

E-Group Update –Gary Shutt, Director of Communication Services

Mr. Shutt discussed the approval of the FY06 budget, the 6.5% tuition increase for in-state students, and the university's raise program. Faculty and staff will receive a 3% average increase in pay this fall. As part of OSU's "Restore, Reward and Grow" program, faculty will receive an additional 3% increase in pay in January 2006.

Mr. Shutt addressed the Higher Education Capitol Bond issue and OSU's Master Plan. Fourteen projects across the OSU campus are being planned; including renovation of South Murray Hall, construction of a multimodal facility located at Hall of Fame and Monroe, possible construction of a new classroom/study building and construction of a new research facility on Monroe. During the Board of Regents meeting scheduled to take place at the end of July, discussion of the Master Plan will occur. The projected completion date for the Master Plan is December 2005.

Mr. Shutt announced President Schmidly's plans to meet with major newspapers in order to brief them on what has occurred since he became OSU's president and mentioned "The State's University" advertisement to appear in the July 19, 2005 issue of the Daily Oklahoman.

The national search for a new Athletic Director is underway and Harry Birdwell's resignation will take effect December 31, 2005.

Construction on the north side of the stadium is on schedule, but temporary rest rooms and concession stands will be used during the 2005 football season.

Mr. Shutt announced a Communications Committee consisting of 25 members had been created. The committee has been meeting with other campuses to discuss the plan to integrate our communications.

Mr. Shutt addressed a question from the council regarding additional pay increases for staff in January 2006. State appropriations and the increase in tuition are limited. OSU's "Restore, Reward and Grow" program for faculty will assist in recruiting and retaining faculty and producing research grants.

Report of University Committees

Faculty Council Report – Michael Cich

President Schmidly presented an update on OSU's construction projects, tuition increases, the raise program and the "Restore, Reward, and Grow" program corresponding with today's E-Team update. Fiscal year appropriations for Higher Education were up approximately 10.8%; OSU fared better than most when compared to other Big 12 institutions.

The Faculty Committee requested approval of the revised "Policy Statement to Govern Appointments, Tenure, Promotions, and Related Matters of the Faculty of Oklahoma State University." After discussion and a vote, Provost Strathe agreed to submit such to the Board of Regents. It will go to a vote of the faculty in the fall.

The Research Committee announced the Compliance Office is trying to obtain national accreditation for the University in terms of human subject's research and their plans to schedule Dr. O'Geary to present a Special Report to the Council during the September meeting.

Hank passed around a sign up sheet requesting volunteers to attend the Faculty Council meetings.

Treasurer's Report – Donna Whitmore

The "loose change" fund received a total of \$23.74 from the May and June meetings. Donna explained the "loose change" fund to new SAC members and passed around the piggy bank.

Branch Campus Reports

OSU-COM – Jan Barber – No Report

OSU-Okmulgee – Allen York

OSU-Okmulgee just finished hosting the OSU/A & M Board of Regents.

OSU-OKC – Kristi Garner

Introduced OSU-OKC's new SAC representative, Ronda Reece. Ronda is an Administrative Assistant for the Finance Department.

OSU-Tulsa – Sara Phelps

OSU-Tulsa is preparing for a meeting with the OSU/A & M Board of Regents and are working on their upcoming Staff Appreciation Day/Picnic.

Report of Standing Committees

Rules & Procedures – Duane Hunt, Chair – No Report

Public Relations – Jeremy Zweiacker, Chair

Jeremy passed around a spreadsheet of shirt orders and requested all SAC members initial their approval of the order. The shirt order will be placed after the meeting and should be received by August meeting at which time a group picture will be taken. Jeremy explained the NEO seminars to new SAC members and passed around a sign up sheet requesting volunteers to greet and/or present.

Policies, Benefits and Budget – Tara Gladden, Chair – No Report

Awards & Recognition – Stacey Frazier, Chair – No Report

Old Business

No Old Business.

New Business

Duane Hunt summarized the SAC recommendations made during the past year and reminded everyone that Article XII, Section A (5) of the SAC Bylaws requires the SAC Chair to prepare an annual report which sets out recommendations made to the Executive Group and its response. Duane requested the SAC Chair research and report the status of last year's recommendations during the August SAC meeting. Motion was made, seconded and approved by a voice vote.

Article XII, Section A (2) of the SAC Bylaws which requires the SAC Chair to "conduct official correspondence relating to the business of the Council as authorized and directed by the Council." Duane Hunt recommended the following be added to this duty:

"Resolutions approved by the Council will be forwarded to the President or other designated University Administrator within 15 days following Council approval and informs the Council at the next Council meeting that the action has been forwarded. A signed copy of the correspondence will be provided to the Secretary, the appropriate committee chair, and the Council representative that brought forth the recommendation."

Duane Hunt also recommended adding the following duty to the Chair:

"(7) Ensures responses received on resolutions submitted to the President or other appropriate University are read in the minutes at the next Council meeting following receipt of such response."

After much discussion and suggestions regarding wording, the official recommendations will be placed on next month's agenda for possible action.

Jeremy Zweiacker presented an idea that could speed up the endowment of the SAC Staff Scholarship and Tuition Assistance Fund called the "1890 Club." This would not replace the existing fundraising efforts, but would allow administration, colleges, departments and even individual faculty and staff members to make contributions to the fund. With various gift giving levels and special recognition, this could entice competition across campus. After much discussion, a motion was made for the Public Relations Committee to seek appropriate authorization, if required, before implementing. Motion was seconded and passed by a voice vote.

Sherril York raised concern of a possible university-wide dress code policy. During discussion, several SAC members mentioned dress code policy changes within their division and a potential university-wide dress code committee currently reviewing dress code policy. A motion was made, seconded and passed by a voice vote to send the following to Administration:

"Resolved that there is sufficient concern among Council members with the discussion about a University-wide dress code that it is imperative that representatives of the Policy, Benefits, and Budget committee be invited to future meetings regarding a dress code."

Announcements

Hank announced several University Committees are in need of representatives to fill vacant seats. If interested and/or know of any staff member interested, contact Hank.

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

Respectfully submitted,
Carey Warner, Secretary