



"The council that's working for you."

STAFF ADVISORY COUNCIL

OSU STAFF ADVISORY COUNCIL MINUTES

May 9, 2007, 416 Student Union, Case Study 3

Present: Allen, Arteberry, Blackburn, Curtis, Ford, Forsythe, Gladden, Graham, McIntire, Miller, Moore, Payne, Peters, Phelan, Pogue, Reece, Venard, Warner, Wieder, S. York

Absent: Campbell, Castle, Chapman, Condit, Fox, Hale, Moorman, Reim, A. York

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

Carey asked for approval of the April minutes. A correction was made on the OSU-OKC report. The NCA visited the campus and gave approval for the Bachelor of Technology degree and 3 other online degrees. A motion was made to approve the April minutes as amended, seconded and approved by a voice vote.

Carey asked for approval of the agenda. A couple of changes were made to the agenda. Jerry Gill from the OSU Alumni Association will be here. A discussion of the Paid Time off Committee and the Presidential Search committee is being added to the agenda under New Business. A motion was made to approve the agenda as amended, seconded and approved by a voice vote.

OSU Alumni Association – Jerry Gill

Jerry Gill is retiring from the Alumni Association. His replacement, Russell Bass, was also at the SAC meeting. Not much is happening in the legislature. There are 2 issues affecting higher education: 1) funding and 2) slight decline in enrollment. However, international student enrollment has a slight increase. The demand for education in other countries can't be met. There is less lottery money than was originally expected. There are still lots of unanswered questions regarding the budget.

The administration is working on a raise program possibility and the health care issue. The presidential search committee is going to have a lot of work ahead of them. There was a question concerning the oil money going into the state. Higher education is getting a decreased percentage of the appropriations. Governor Henry just signed an issue which would increase the amount of money to be funded into OTRS. There was also a question concerning the tuition freeze issue. If this were to happen, when a student enrolled in a higher education institution, his/her tuition would not change for the next 4 years. There is a lot of uncertainty about this issue. According to Lee Bird, education is the economic driver for our state. You will pay more for a quality education. She suggests that everybody write letters to their representatives encouraging them to vote for issues that are important to higher education.

E-Group Update – Ms. Lee Bird

Lee Bird mainly discussed 2 issues: 1) reverse 911 and 2) tobacco policy. The reverse 911 system had been purchased over 6 months ago. It was built within 3 days of the Virginia Tech situation. This system will be used for dire emergencies with immediate notification. The notification will be a phone call and a text message. The city of Stillwater and OSU are working together on an alarm system. There is no set time frame to test this system. The second issue involved the Tobacco Free Campus policy. It has been presented to e-team and faculty council. It was pointed out that the representative from the faculty council did not attend any of the meetings. The committee has decided to do away with the designated smoking areas. They will save this money and use it to educate the campus. She feels that we need to change the culture of the students, staff, and faculty. There was a question concerning this issue across the OSU system. According to Lee Bird, this is an individual campus decision. OSU-T is closer to a tobacco free policy. The COMS campus is tobacco free. The OSU-OKC campus is working on a policy.

Branch Campus Reports

OSU-CHS – Sandra Hale

Sandra was not able to attend the meeting; therefore Marty Coleman was present to give the council an update on the council at OSU-CHS. Their commencement will be held on May 12th. The council raised \$595 and fed 110 people at their fish fry. On June 1st, they will be having a staff appreciation luncheon. The council is raffling off a \$100 gas card. The Award for Excellence nominations are currently on-line

OSU-Okmulgee – Allen York

Allen was absent, therefore there was no report.

OSU-OKC – Ronda Reece

Ronda mentioned that their tobacco free committee is working on this issue. They are currently having nominations for representatives. Their elections are on line with a program called Share Point. Next week, they are having a silent auction and bake sale. They will set up tables by the bookstore. This has worked very well in the past. They are having a staff appreciation event the first of June

OSU-Tulsa – Karen Castle

Karen was absent, therefore there was no report.

Report of Standing Committees

Rules & Procedures – Bonnie Gladden, Chair

Bonnie mentioned that their committee met on May 1st to tally the ballots. The new representatives are Mike Hammer from Academic Affairs and Pam Ledford from Student Affairs. 2401 ballots were mailed to staff. Only 363 were returned. That is a percentage voting of 17%. We have a continual problem of getting staff members involved with the council or with the issues. After this election, we still have 3 seats still vacant. Two individuals have contacted Bonnie or Carey about serving on the council. Carey has invited those individuals to the June meeting to be seated on the council if they are still interested. Those individuals are Deborah Evers, Academic Affairs, and Amanda Lowe, also from Academic Affairs. This leaves us with a classified seat in Administration & Finance still open. There was an open discussion on how the council can increase the involvement between the staff and the council. Marty from CHS discussed what has helped their campus. Immediately after the council meeting, the president sends out a short e-mail letting the staff know what is going on. Carey mentioned that this is something the new chair can address.

Awards & Recognition – Becky McIntire, Chair

Becky mentioned that they didn't have a meeting in May. There is a question concerning the future ordering of the Pistol Pete clocks. They have previously been ordered from Cecil's. The committee needs to mail out the pins and clocks that have not been picked up. There was a discussion about changing the 5 year awards. For example, give different gifts for 25 yrs, 30 yrs, etc.

Public Relations – Laura Payne, Chair

Laura mentioned that 1,252 people were served at the Staff Appreciation picnic.

Policies, Benefits and Budget – Leslie Miller, Chair

Leslie gave an update on Policy 3-0710, Corrective Actions and Dismissals for Staff. Her committee has reviewed the policy and agreed to the proposed changes. They believe it is superior to the existing policy and hope that it will help clarify a process that is already being used, but is not currently reflected in the official policy. The council voted on the policy approval. It passed with 1 abstention. She also discussed the 2007-2008 Raise Program recommendation. The rationale behind this recommendation are that OSU salaries are dramatically lower than their Big 12 counterparts and that staff morale, recruitment, retention, and productivity depend on an administration that is committed to a salary program. A third issue before her committee involved the Performance Evaluation Form. There is an incorrect link on the Human Resources website. The link leads to an old performance evaluation that SAC wants replaced. Leslie has e-mailed Anne concerning this problem and is waiting for a reply. On the new performance review, there are only 3 rating levels. According to the Policy 3-0741, Performance Evaluation Program for Staff, there are to be at least 5 rating levels. The PB&B committee will work on this over the next month.

Faculty Council Report – Lori Wieder

Lori attended the Faculty Council meeting. Among the items discussed were the new Multi-Modal facility, the new architecture building, and the new classroom building. The Murray renovations are to begin in the next few months.

Old Business

There was update on the recommendations

New Business

Annual elections/luncheon – Carey reminded everybody that the annual luncheon will be held on Wednesday, June 13th. Be sure to wear your orange shirts. Carey also reminded everybody to be thinking of who you want for officers for the next year.

Paid Time Off committee – This committee met on May 1st. There was lots of discussion. Christa from Human Resources was there. There is no pre-existing objective to change things. According to Dr. Bosserman, those individuals with accumulated leave will not lose it.

Presidential Search Committee – This committee met the end of April. All discussions with this committee will be considered confidential. Not a lot of work will be done over the summer because the students are gone. A consultant has been hired. There is a link on the OSU home page to the Presidential Search Committee.

Announcements

The Staff Elections/Luncheon will be held on June 13th, 2007. Be sure to wear your orange shirts.

Respectfully submitted,
Lynette Venard, Secretary