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# STAFF ADVISORY COUNCIL

## OSU STAFF ADVISORY COUNCIL MINUTES

November 9, 2005, 412 Student Union, Case Study 2

**Present:** Beeler, Blackburn, Campbell, Castle, Condit, Conneywerdy, Eynon, Gladden, Hoffman, Hunt, Kelley, McIntire, Peters, Phelan, Reece, Reim, Ward, Warner, Welliver, Wieder, A. York, S. York, Zweiacker

**Absent:** Barber, Ford, Forsythe, Whitmore

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

Hank asked for approval of the November minutes. A motion was made to approve the November minutes, seconded and approved by a voice vote.

Changes to the agenda included the addition of Anne Matoy addressing the changes in Flex Benefits. A motion was made to approve the agenda as amended, seconded and approved by a voice vote.

### **E-Group Update** – Dr. David Schmidly, OSU System CEO and President

President Schmidly expressed appreciation to the Council for an outstanding Staff Awards Day; it was gratifying to see all those being recognized. President Schmidly had the pleasure of meeting the great-grandson of Pistol Pete, a staff member of OSU and announced a story about this staff member will appear in the next issue of the STATE magazine. President Schmidly also announced the "state's university" tag line has really caught on.

President Schmidly addressed salary and morale concerns. Morale has to be up to build a good university. President Schmidly asked the Council to discuss these concerns and relate our views to him. Communication and failure to address issues is a problem within the OSU system. EthicsPoint will allow staff to share issues without fear of retribution. President Schmidly asked the Council to review the current grievance policy in light of this new reporting system.

Approximately 52% of staff positions have been broad banding. Anne Matoy announced a meeting will take place to review the office/clerical broad banding study and agreed to present the results to the Policies, Benefits, and Budget committee. Anne also agreed to update the Council each semester on the broad banding progress.

President Schmidly discussed the staff raise program. There are approximately 100 vacant faculty positions across campus. Without students, the university could not exist. Restoring faculty positions will maintain the current enrollment numbers and could possibly increase enrollment. The budget relied on increasing tuition over the past two fiscal years, but the university can not continue to increase tuition if it wants to increase enrollment. President Schmidly stated faculty salaries are down 13% from the national market and staff salaries are five percent below local market. President Schmidly addressed questions regarding the raise program. Each department is given a percentage of funds to use for the raise program. President Schmidly stated if percentage of raises is equal for each employee the employee with the larger salary will get a bigger raise; raises should be given to employees without consideration of the salary.

President stated recent administrative changes within the university have left negative vibes with the faculty council. The university's obligation is to make sure operations are cost effective to the tax payers. Administration is doing everything possible to assist university printing employees in finding new jobs. An out placement firm in Tulsa will take over this process in January if those effective are still searching for jobs. Present Schmidly urged the Council to discuss these issues and stressed the importance of knowing and learning the facts.

President Schmidly announced Benham will present the Master Plan to the public this week. Closure of Hall of Fame and Monroe and property located north of Boone Pickens' Stadium will be three major topics during this presentation. Closure of Hall of Fame creates traffic issues, moving the road further away from the north side of the stadium is costly and re-routing traffic to McElroy creates safety issues due to the location of university apartments. A study found 45% of traffic along Monroe had no parking permit or were state vehicles. With construction of new classroom buildings along Monroe, pedestrian numbers will increase. President Schmidly addressed the purchase of property north of Boone Pickens' Stadium. It may be years before completion of construction as it is based on funding.

President Schmidly addressed concerns regarding the energy budget. Energy costs could be 30% higher than expected.

### **Flexible Benefits – Anne Matoy, Assistant Vice-President, Human Resources**

Anne announced in 2006 employees enrolled in the Flexible Benefits program will receive a debit card with the annual election amount loaded on the card. This will allow employees to pay for their out-of-pocket medical expenses automatically without the wait for reimbursement. Employees should receive the Annual Option Enrollment forms via campus mail soon. Employees can also complete enrollment via *Web for Employees*; which supersedes all paper enrollment forms.

### **Report of University Committees**

#### ***Faculty Council Report* – Hank Welliver**

The Faculty Council passed two recommendations; to revise of the OSU Conflict of Interest Policy and to close and/or restrict Monroe.

#### ***Treasurer's Report* – Donna Whitmore – No Report**

## **Branch Campus Reports**

### ***OSU-COM – Jan Barber – No Report***

### ***OSU–Okmulgee – Allen York***

Okmulgee campus has successfully completed United Way fund drive.

### ***OSU-OKC – Melissa Herron – No Report***

### ***OSU-Tulsa – Karen Castle***

Karen introduced herself to the Council. Tulsa campus is continuously working on the dual-admission program and enrollment for spring semester good.

## **Report of Standing Committees**

### ***Rules & Procedures – Duane Hunt, Chair – No Report***

### ***Public Relations – Jeremy Zweiacker, Chair***

SAC website has been updated to include links to the other Big 12 staff councils. The suggestion box seems to be working okay and another announcement will be placed in the next issue of News You Can Use.

### ***Policies, Benefits and Budget – Tara Gladden, Chair***

Recommendation for clarification by modifying the Faculty/Staff Fee Waiver form, OSU Course catalog, and OSU Policies 3-0744 and 2-0108 to include the following statement: “Some courses taught through correspondence study, extension and outreach are excluded. For more information, contact the department offering course to see if it qualifies for the fee waiver.”, has been sent to administration. Thanks to committee for all their work.

### ***Awards & Recognition – Katie Reim, Chair***

Service pins are now available in the hub located in 106 Whitehurst. Katie asked that this be announced to the staff.

## **Old Business**

Hank thanked Tara for updated the Council on the recent proposal regarding the Faculty/Staff Fee Waiver. Hank also stated an update on all pending recommendations will be given at December’s meeting.

## **New Business**

Hank announced the vacant Academic Affairs A/P seat could be filled within two weeks. The Council is still in need of staff members to fill the two vacant Academic Affairs classified seats and the vacant Student Affairs classified seat.

## **Announcements**

Liz Condit introduced Linda O'Brien from the Nutrition Science department. Linda was visiting the Council's meeting today with thoughts of joining the Council.

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

Respectfully submitted,  
Carey Warner, Secretary