



"The council that's working for you."

STAFF ADVISORY COUNCIL

OSU STAFF ADVISORY COUNCIL MINUTES

December 13, 2006, 408 Student Union, Case Study 1

Present: Allen, Campbell, Chapman, Condit, Ford, Forsythe, Gladden, Graham, McIntire, Miller, Moorman, Peters, Phelan, Pogue, Reece, Reim, Venard, Warner, S. York

Absent: Blackburn, Castle, Curtis, Fox, Hale, Payne, Teague, Wieder, 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 November minutes. A motion was made to approve the November minutes seconded and approved by a voice vote.

Carey announced that there were some changes on the agenda. The new chair of the PR committee is Laura Payne. We will discuss the vacant seats under Announcements. A motion was made to approve the agenda as amended, seconded and approved by a voice vote.

E-Group Update – Dr. Marlene Strathe, Provost and Sr. Vice President

Dr. Strathe discussed many different items. She expressed appreciation to the staff and the SAC for their participation in the United Way drive. The SGA passed the resolution regarding smoke free campus with 1 exception of NCAA events. The Faculty Council endorsed the SGA recommendation with 1 change; no exception regarding NCAA events. No decision has been made regarding the On-Line Salary Books. The Budget Development committee has been discussing faculty and staff raises. Should the raise percentages be the same, different, or based on merit? The committee would like the faculty and staff percentage to be close. No final decision has been made. There is an on-line Health Care survey being sent to the employees' e-mail addresses. It is very important that everybody completes this survey. Anne mentioned that some individuals may have been having problems with the survey, IT is working on

it. A question was asked about paper surveys, the survey is only on-line. The university is working on Sustainability. Dr. McKeever is heading a task force to focus on recycling and energy conservation. One of the items will be an energy education program. The task force will work on decreasing energy costs. Dr. Strathe also discussed the closing of the university during the Christmas break. Departments need to check their voice mail once a day. All staff is invited to Dr. Shmidley's Holiday Happening on Wednesday, December 20th. Questions were asked about the smoke free campus vs the tobacco free campus. Dr. Lee Bird is heading up a task force dealing with the various resolutions regarding smoke free/tobacco free campus. Another question was asked regarding \$1 million payments from General University to Athletics for rental of facilities. According to Dr. Strathe, Mr. Holder would eventually like to do away with the \$1 million additional funds. He would eventually like the Athletic department to be self sustaining. Another question was asked regarding the Faculty Restore, Reward, and Growth program. According to Dr. Strathe, the restore portion was to refill 25 faculty positions over 4 years. The reward portion is to increase faculty salaries to the Big 12 average over 10 years time. The growth portion relates to adding 10 faculty positions over the next 10 years.

Branch Campus Reports

OSU-CHS – Sandra Hale

Sandra was absent, therefore no report was available.

OSU–Okmulgee – Allen York

Allen was absent, therefore no report was available.

OSU-OKC – Ronda Reece

Ronda reported that OSU-OKC was evaluating their mentoring program for new staff. They are also working on ways to reward the mentors involved in the program.

OSU-Tulsa – Karen Castle

Karen was absent, therefore no report was available.

Report of Standing Committees

Rules & Procedures – Lori Wieder, Chair

Lori will be sending out updated rosters with the new members' information.

Awards & Recognition – Becky McIntire, Chair

Becky and her committee are taking a breather. The spring picnic is tentatively scheduled for April 12th. April 19th is an alternative date.

Policies, Benefits and Budget – Leslie Miller, Chair

Leslie and her committee are still working on the Corrective Actions and Dismissals policy. They will bring it before the council next month. Leslie also attended the budget meeting. There may be an increase in tax revenue which is good news for the university. Leslie's committee is also working on bringing a resolution before the council regarding increasing staff salaries that are at the lower end of the pay scale. The key is getting an equity pool created to help bring salaries closer to market. Her committee will try to meet with Anne to get more information.

Public Relations – Laura Payne, Chair

Laura is the new chair of the PR committee. She was not able to be at the meeting today, therefore no report was available.

Faculty Council Report

November meeting – Marsha Chapman

The faculty council meeting was held on November 14th. Robin Purdie presented a power point presentation on the Healthy Campus initiative. David Christy presented a report on OSU's tobacco use reduction program. The council discussed the policy regarding the protection of human subjects in research. The council also discussed a plan to increase Study Abroad participation by OSU students.

December meeting – Bonnie Gladden

The faculty council meeting was held on December 12th. The council passed 3 recommendations. 1. The health/wellness class to remain an elective for all OSU students. 2. The council approved the revised policy 2-0112 Faculty Appraisal and Development Program. 3. The council passed the Smoke Free Campus resolution passed by SGA with the recommendation to be enforced at all times with no exceptions.

Old Business

Tobacco Free – Dr. Bosserman would like to council to vote on the Tobacco Free recommendation today. After discussing the issue, a motion was made to endorse the Faculty Council recommendation with one change. The change being smoke free should be changed to tobacco free. The motion was seconded and approved by the council.

Update on Recommendations –

Salary Books OnLine – According to Carey, this issue is still pending.

Parking Permit Recommendation – According to Carey, this issue is still pending.

Health Care and Wellness Task Force – Carey is the SAC representative on this task force. She reminded the council to encourage their staff to complete the online Health Care survey.

New Business

Maximizing Performance – Anne Matoy spoke regarding the short article on Maximizing Performance in the December issue of News You Can Use. According to Anne, approximately 1 person a week is being let go at OSU. She doesn't know if the problems are increasing or if Human Resources is becoming more aware of the incidents. The HR partners are working with departments across campus. Carey raised the issue of Anne giving a seminar about Maximizing Performance for the Council. She will get with Anne to figure out some tentative dates.

Announcements

Vacant Seats – Carey announced the following seats were vacant on the council.

1. Classified seat in Administration and Finance – this seat will run through 2007.
2. Classified seat in Enrollment Mgmt/Marketing/EREDF/Gen Univ/Research – this seat will run through 2009.

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

Respectfully submitted,

Lynette Venard, Secretary