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STAFF ADVISORY COUNCIL

OSU STAFF ADVISORY COUNCIL MINUTES

August 4, 2004, 412 Student Union, 1:15 PM

Present: Beeler, Campbell, Carpenter, Cich, Condit, Ford, Gladden, Hoffman, Hunt, Kelley, Peters, Phelan, Sanmann, Shields, Tanner, Welliver, Whitmore, Wyant,

Absent: Barber, Blackburn, Collins, DeBock, Garner, Gedon, Phelps, Pullins, Thomason, West, Williams, Zweiacker

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

Donna asked for the approval of the July 2004 minutes. There were no corrections to be made. A motion was made to approve the July minutes, seconded, and approved by a voice vote.

Duane Hunt asked that Can OU be added to the agenda under New Business. Motion was made & seconded to approve the agenda with said addition. Motion was passed by a voice vote.

E-Group Update – Dr. Marlene Strathe

Dr. Strathe thanked Donna Whitmore for a great job representing SAC at the President's retreat. The budget has been finalized and ready for Board of Regent approval. Twenty-five faculty positions will be filled. There will be a 5% average salary raise for staff and faculty. We have been able to rebuild reserves, which were depleted due to budget restrictions. Phase 2 of the football stadium will be delayed for one year, and there are a number of classrooms being renovated.

Enrollment for Fall 2004 appears to be flat; however, there will be a slight increase in our branch campuses. Graduate enrollment is down, primarily due to a decrease in the number of international students. International enrollment has decreased, probably because of the impact of the Patriot Act. Private funding will enable renovation of the Library Plaza and some renovation of the International Mall.

IT will be reporting to Dr. Bosserman, and Darlene Hightower is CIO.

We should encourage all students, as well as staff, to activate their Outlook email as soon as possible, even if they have not migrated as yet.

The Ag Science search for Dean continues, and Deans for Business and Education searches will begin with the assistance of an employment firm. The new Colvin center opened in July, and the grand opening is scheduled for September 9. Orange Peel is September 10. Near the end of the Fall 2004 semester, Willham will come down.

We are depending on the Tobacco Tax for revenue, and we anticipate a \$500,000,000 bond issue, which will be applied to various other renovations. There will also be a vote for a statewide lottery again this year, and revenue from that would be coming to OSU.

In response to a question regarding the time period for performance evaluations as they apply to the raise package, Dr. Strathe stated that Administration has had no discussion regarding this matter. She assumed the current year's evaluation would be used.

The VP for International Diversity search is going forward, however, the position description is being revised to make it more definite and focused.

Report of University Committees

Faculty Council Report – No Report

Flexible Compensation Benefits Report – No Report

Treasurer's Report – No Report

Branch Campus Reports

OSU-COM – Jan Barber – No report

OSU-Okmulgee – Devin DeBock - No Report

OSU-OKC – Kristi Garner- No report

OSU-Tulsa – Sarah Phelps – No Report

Report of Standing Committees

Awards & Recognition – Brenda Wyant, Chair

The Awards Committee is working on the pin orders, clock orders, programs, and getting everything in place for the Awards day on November 4, 2004. Carey is working on the program, Michael is working on the clocks, and Trish is working on the pin numbers and retiree numbers. Marilyn is working on being part of the Distinguished Award Committee, and Dave is filling in wherever needed. Sheryl and Trish are also working on the booth and non-raffle for the Walk Around. All committee members are working very hard and doing a great job!

Policies, Benefits & Budget Committee – Jane Carpenter, Chair

The PB&B Committee met on August 3, 2004. They reviewed the items which have been tasked to the committee, i.e. recommendation for review regarding the implementation of scholarships for LDP, ALP and Ambassador training through HR; and incentive programs for staff at the completion of training programs. HR currently uses an incentive program of this type. Work will continue on both recommendations in August and September.

Public Relations Committee – Liz Condit, Chair

No Report

Rules and Procedures Committee – Duane Hunt, Chair

No Report

Old Business

Duane Hunt asked the council to approve or disapprove his recommendation brought before council in June regarding 50% tuition waiver, no fee waiver, to spouses and children of 100% FTE staff and faculty, or deceased staff and faculty, up to 123 hours. The recommendation reads as follows:

This program would provide the spouse and child a 50% waiver of undergraduate resident tuition for up to 123 hours. There would be no waiver of fees. The tuition waiver would not be applied to repeated courses. Specifically, the Committee stated the following regarding the program.

Spouse (husband, wife, surviving spouse of employee)

Child (daughter, son, or step-child) – Qualifying child – employee parent living and child is employee's federal income tax dependent; employee parent deceased and child was employee's federal income tax dependent at date of employee's death.

A program similar to this would be beneficial to the staff and faculty of the University and a viable retention tool.

It is recommended that Administration implement a tuition waiver program for dependents and spouses as described in the Flexible Compensation Benefits Committee effective with academic year 2005.

Motion was made, seconded and passed by a voice vote approving this recommendation.

New Business

Brenda Wyant raised the question of whether or not we should require the Campus Representatives from OSU/COM, OSU/OKM, OSU/OKC and OSU/Tulsa, who are ex-officio members of council, to adhere to the same attendance rules as regularly elected council members. Jane Carpenter questioned whether ex-officio members

should have voting rights, as they were not elected by constituents, especially when they have not attended meetings or supplied written reports. Duane Hunt stated he did not believe we should require them to adhere to the same attendance rules as regular members, because they have a distance to travel, inclement weather, etc. After much discussion, these two questions were referred to the Rules and Procedures Committee. That Committee was asked to look into voting and attendance requirements for ex-officio members.

Duane Hunt raised the issue of CAN OU, and stated he wants council to be prepared to help when we are asked. Jane Carpenter volunteered to call Brenda Soloman to see if she needs a contact person. Duane Hunt moved the Public Relations Committee be in charge of our responsibilities for Can OU. Motion seconded and passed by a voice vote.

Announcements:

Jane Carpenter emphasized the importance of activating the new email. Everyone needs to be registered in the global list, Last Name, First Name. There was extensive discussion regarding university email.

Tara Gladden volunteered to attend the Faculty Council meeting in January.

We still need a RFP member. Jane Carpenter volunteered to talk to some co-workers and get us some names. RFP member does not necessarily have to be a SAC member.

Donna Whitmore gave us a report on the President's Retreat. She said the meeting was very enlightening. The President suggested we put recommendation deadlines on the web calendar. The President also stated Administration is still working on child care, and that the budget study is almost complete.

There being no further business to come before council, motion was made, seconded and passed by voice vote to adjourn.

Submitted 8/19/2004 by Joan Sanmann, Secretary.