OSU STAFF ADVISORY COUNCIL MINUTES

February 14, 2001          419 Student Union          1:15 PM

Present: Cimino, Curd, Fletcher, Ford, Hays, Hundley, Hunt, Jacobs, Jardot, Jennings, Miller, Mitchell, Payne, Riggs, Satterfield, Swann, Traynor,

Excused: Hannah, Hayes, Ingham, Knight, Whitney, Zorba

Absent: Anderson, Cameron, Higgs, Richardson, Spickler

Mary Kay Jennings called the meeting to order and Camille Jardot called roll. The January minutes were approved. Changes were made to the February agenda.

Executive Group Update – Dr. Gary Trennepohl, President, OSU-Tulsa
There are currently 4275 students attending OSU-Tulsa. Approximately 98% of these students are non-traditional and attend classes after 4:30 p.m. The goal is to have 20,000 attending by 2020. Of those students currently attending, 1422 are commuting from the OSU-Stillwater campus.

There are a few issues that they are dealing with currently. Program authority is something that they are working on. Legislation says that they can not duplicate programs that are currently offered in Tulsa at other campuses. The real issue is going to be with Langston. Currently, OSU-Tulsa can not offer Accounting since Langston does. Another concern is new funding from the Legislature which is hard to get every year. The third issue is funding for the Graduate center (OSU/OU Cooperative).

Recently, OSU-Tulsa developed their Core Values.

1) Integrity- We are committed to the principles of truth and honesty. We constantly strive to be fair, equitable, impartial and professional.
2) Continuous Self-Improvement- We believe every individual has the capacity to learn. We recognize people seek us out to improve their lives. We are committed to making our university the best place to learn, work and conduct research.
3) Service to Others- We believe that providing service to others is a noble and worthy endeavor. We constantly strive to provide exceptional service.
4) Respect for Diversity- We believe diversity strengthens the character of our institution. We constantly strive to create and maintain an environment where diversity is respected and encouraged.
5) Stewardship of Resources- As a public institution, we are dedicated to the efficient and effective use of our resources. We accept the responsibility of the public’s trust and are accountable for our actions.
A new position for the Associate Dean of the Graduate College has been created. The position of Vice President for Academics is also trying to be filled.

OSU-Tulsa is looking at providing transportation between Stillwater and Tulsa. They cost will most likely be between $80,000-$100,000 per year. This may start next fall as they grow.

Their campus is running their own bookstore and is also looking at allowing their students to purchase books online.

**Athletic Committee Update- Tina Beverage**

The NCAA accreditation process team will be on campus next week. This accreditation only has to be once every 10 years. The self-study report is on the web for everyone to view. The athletic department had a gender equity specialist on campus during the whole self-study process just to kind of look things over. There is no final word but Tina said that it looks like we seem to be in pretty good shape.

The Athletic Departments yearly academic standards report will be due in June.

Also, Tina will be going off Athletic Council in June and offered to discuss the duties with anyone that would be interested in this committee position. She also stressed how the Faculty and Staff that serve on this committee are concerned with all students, not just the student athletes.

Mary Kay Jennings recently sent out sympathy cards to the families of the OSU Basketball Support Staff that was killed in the plane crash.

Nancy Swann presented a plaque to Tina for being a Finalist for SAC’s Distinguished Service Award from last fall.

**Branch Campus Reports**

*OSU-COM –* No report

*OSU-OKM – Bill Green-* They are working on a $15 million campus housing project. This will include 340 beds and 48 apartments. This will be family housing.

*OSU-OKC –* No report

*OSU-Tulsa – Marcia Hays-* No report

**Report of Standing Committees**

*Rules and Procedures – Myra Traynor*

Their committee met February 1st. The final count for the constitutional vote that was sent out to staff members is in. There were 339 Yes votes, 50 No votes, and 14 ballots that were disqualified for various reasons.

Their committee will be reviewing the SAC by-laws and Constitution for any discrepancies that might exist.
They are also looking at reapportionment for members’ seats since they have never been changed and the number of Staff and A/P employees has changed over the years.

Public Relations – Rita Hundley

Their committee met on February 6th. Bonnie Richardson and Melba Knight are currently working on the Spring Newsletter. They are hoping to have it ready to go out by April 2nd. It is scheduled to go to printing by March 13th.

The President’s Open House is scheduled for April 5th from 2:00-3:30 p.m. They will need everyone to show up for 15-20 minutes apiece to cover the 1 ½ hour timeframe.

The Public Relations committee has met with the Awards & Recognition committee to work on carnation sales.

Awards and Recognition – Leslie Cimino

Their committee met in January. The terminology has changed from Secretaries Day to Administrative Professionals Day.

The total fundraising for concessions in January is $378.51. The total from February is $88.15 so far.

Policy, Benefits, and Budget – Leslie Miller

Leslie discussed the University Budget Committee meeting that she attended in January. Because of increased utility costs, an expected 15% rate increase in health care costs, and a predicted $1.8 million tuition shortfall, FY 2002 is facing a possible budget crunch. Some of that may be helped by a proposed tuition increase if the state legislature will approve it, but the Deans were asked to provide ideas on how to save money as well as bringing in more money (by means such as improving student recruitment initiatives).

The Health Care and Flexible Benefits Committee recently completed its Flexible Benefits Plan report. This report is available on the Personnel Services web site. Click on “Benefits” at the bottom of their main page. On the Benefits page, click on “Health Care and Flex Benefits Committee meeting minutes.” From there you’ll see the plan report dated November, 2000. If you are not net connected, Leslie can provide you with a hard copy.

OSU also bid on Long Term Disability insurance.

Barbara Wells reported that hopefully there will be changes made in OSU’s Long Term Disability insurance. They will be able to offer additional choices; a 50%, 60% and 70% income replacement level as well as remove the mental/nervous cap that is on the current coverage. This means that a person could have coverage till age 65 with a mental/nervous condition as well as any other condition. American Fidelity’s rates for the 50% income level will be $.20 per $100 of payroll, $.28 for the 60% income level, and $.35 for the 70% income level. Currently we are paying $.66 per $100 of payroll. This will not be official until the Board of Regents approves it at the March meeting.

Background checks - Another background check meeting was held in January. Louisa Payne attended from this committee as well as Mary Kay Jennings. A final draft of OSU’s background check policy was presented and it has met with the approval of this committee. Administration will be presenting a list of job titles that will receive background checks at a later date. This list will be determined in part by the keys being issued to university personnel.
Everyone seems pretty happy with the latest proposal, and Faculty Council was supposed to vote on it yesterday. Bill Warde stated that Faculty Council was waiting to endorse Staff Advisory Council’s recommendation.

Leslie has been on the Diversity Board since last year and has is serving on a subcommittee for Alternative Lifestyles. One of the current topics that they are working on is sexual discrimination based on sexual orientation. Currently in the Big 12, Texas, Kansas, Kansas State, Iowa State, and Nebraska include sexual orientation in their affirmative action clauses. It was also mentioned in this meeting that OSU-Tulsa had this in their clause until they came under the control of OSU in which time they pulled it under the recommendation of Legal Council. Back in 1999 the OSU Student Government passed a bill that sexual orientation be included in Part 2, Section C of the Student Rights and Responsibilities document. Immediately following that in March, 1999, Faculty Council officially endorsed that SGA bill and provided a recommendation that the university review all documents that have to do with discrimination to ensure that sexual orientation is included. After some checking, Leslie has not been able to find sexual orientation listed anywhere. It is Anne Matoy’s understanding that Legal Council shot this down. Leslie asked since SGA and Faculty Council had addressed this issue, should Staff Advisory Council address it as well?

The actual recommendation states:

The Staff Advisory Council hereby recommends that Oklahoma State University Equal Opportunity/Affirmative Action Policy 1-0101 be amended to include “sexual orientation” in section 1.02, 1.04, and 1.06 as follows:

1.02 to provide equal employment and/or educational opportunity on the basis of merit and without discrimination because of age, race, ethnicity, color, sex, sexual orientation, religion, national origin, veterans’ status, or qualified handicap.

1.04 to apply equal opportunity in the recruitment, hiring, placement, training, promotion, and termination of all employees; and to all personnel actions such as compensation, education, tuition assistance, and social and recreational programs. The University shall consistently and aggressively monitor these areas to ensure that any differences which may exist are the results of bona fide qualification factors other than age, race, ethnicity, color, sex, sexual orientation, religion, national origin, veterans’ status, or qualified handicap.

1.06 to provide and to promote equal educational opportunity to students in all phases of the academic program and in all phases of the student life program; and shall consistently and aggressively monitor these areas to ensure that any differences which may exist are the results of bona fide factors other than age, race, ethnicity, color, sex, sexual orientation, religion, national origin, veterans’ status, or qualified handicap.

Furthermore, we recommend that all university documents and policies addressing discrimination shall be reviewed, and, where categories are listed, “sexual orientation” shall be included.

During March’s meeting, SAC will have an anonymous vote regarding our recommendation.

Leslie met with Anne Matoy last month and discussed the feasibility of proposing a minimum wage increase to $6.50/hour. Their committee will be meeting with her and/or her representatives to work out the details on this, but be prepared for a recommendation to come out fairly soon.
Faculty Council Update - January – Nancy Swann

Nancy passed out the current recommendations from Faculty Council. She also distributed a handout titled “UCITA- Summary and Implications for Libraries and Higher Education.” This document can be found at: http://www.arl.org/info/frn/copy/ucitasum.html. Everyone is encouraged to carefully read this as it could have a devastating impact on all computer users regarding licensing agreements. The OSU Library is concerned.

Treasurer’s Report - Sherry Curd

SAC has $666.95 in our budget and we still have the spring newsletter to pay for. SAC’s Scholarship fundraising from concessions is currently at $719.47.

Old Business
None

New Business
Announcements-

It was suggested that Staff Advisory Council take up a collection to donate to the Foundation on behalf of the OSU staff killed in the recent plane crash. Donations can be taken to Sherry Curd in 407 Whitehurst until March 1st.

There being no further business the meeting was adjourned at 3:12 PM. The Staff Advisory Council will meet March 14, 2001, 419 Student Union from 1:15 to 3:00 PM.