STAFF

ADVISORY

COUNCIL

Minutes will be approved at next meeting.

OSU STAFF ADVISORY COUNCIL MINUTES

February 11, 2009, 408 Student Union

Present: Allen, Arterbery, Chapman, Curtis, Darnell, Davidson, Ford, Gladden, Graham, Gregg, Gregory, Kochenower, Ledford, Marshall, Moorman N., Perna, Polson, Putnam, Sweeden, Venard, Warner, Woodruff,

Absent: Condit, Dobson, Landgraf, Moore, Moorman C., Pogue, York

Tara Graham called the meeting to order at 1:15 p.m. and Anise Arterbery called roll.

Tara asked for approval of the January minutes. Danny Darnell, Marsha Chapman, and Carey Warner were present at the January meeting. A motion was made to approve the minutes as amended, seconded, and approved by a voice vote.

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

Executive Update – Dr. Bosserman, VP for Administration and Finance

Dr. Bosserman mentioned that a day care feasibility study was conducted several years ago and only cost $6,000, in comparison to the quote provided by Bright Horizons discussed under New Business. He offered that a day care facility should be for staff, faculty and students and questioned whether opening an OSU day care facility would take business away from other day cares in Stillwater.

In regard to budget issues, Dr. Bosserman mentioned the following:

- The upcoming fiscal year (FY2010) will not be easy and FY2011 is expected to be more difficult.
OSU has reached $5 million in energy savings, exceeding its $3 million goal and is the first higher education institution to bring in an energy savings group to provide evaluation. These savings will be allotted for increased utility rates and usage.

The university was spending $1 million on allowing credit cards to be used to pay bursar bills. The convenience charge will cover that cost.

There will be no increase in tuition or mandatory fees though other fees, such as course fees, may be increased.

Raises are not likely in the upcoming fiscal year.

Administration is not looking at taking on any new initiatives, however this should not discourage SAC from investigating and making recommendations.

Current construction projects are on budget and on time. University Ave. construction is a city project which OSU is participating in 1/3 of the cost.

Dr. Bosserman insisted that a SAC representative be present at upcoming university budget meetings.

The floor was opened to questions.

Has administration considered early retirement incentives? Yes, HR has been asked to examine feasibility. An issue with this is that many are waiting longer to retire after the economic downturn.

What will happen to the funds allotted for an open position? The money will stay with the department for now. However, the department may be required to re-justify the position.

Are any lay-offs foreseen in the next two or three years? OSU could look at reduction but there are no plans for that now. A worst case budget scenario could be a $10 million decrease which may call for job/hiring freezes, salary freezes, building closures, etc.

Any more discussion of the 4x10 work week? The best time for this work schedule is during the summer, but that is when the university does most of its recruiting. On a side note, the university saved $400,000 with mandatory closing over the holiday break proving that the opportunity to save money exists with a 4x10 work week.

Will OSU proceed with Student Union renovation? The SU renovation is paid for with student fees and will occur as planned.

Is there anything to be added to Mike Holder’s statement that construction of the Athletic Village has been put on hold due to limited funds? We are hoping to eliminate the mounds of dirt and probably establish some temporary parking. Houses in the area north of McElroy need to be cleared.

Faculty Council Update, February 2009 – Danny Darnell
Danny attended the February faculty council meeting and reported that the faculty council received a report on OSU’s energy savings and that Kyle Wray provided the executive update. Tornado sirens cut short the faculty council meeting.

Treasurer’s Report - Lynette Venard
Lynette reported that SAC raised $16.89 in January through the piggy bank.

Branch Campus Reports
OSU-CHS – Dennis Adams
Dennis Adams, VP for OSU-CHS SAC, attended the meeting for Chad Landgraf. The American Osteopathic Association has extended the OSU COM’s accreditation for another 7 years. The inaugural meeting of the Tulsa Medical Authority was held at the OSU-CHS campus on February 3, 2009. This meeting is one of the first steps in the
transfer of OSU’s medical center to a public trust. The groundbreaking for the joint OSU-CHS/Tulsa Police Department Forensic Sciences and Biomedical Research Facility is scheduled for February 20, 2009 at 1:30pm. Med-Xtravaganza, OSU-COM’s annual open house was held February 6, 2009 and was attended by 200 prospective students, parents, and faculty. The OSU-COM will hold the “Scrub Run,” a 5K/10K/1 mile fun run, on April 4, 2009 to support LifeShare Transplant Donor Services of Oklahoma. OSU-CHS will host a research day on February 20, 2009 as part of OSU’s Research Week.

OSU–Institute of Technology – Allen York
Allen York was not present therefore no report was given.

OSU–OKC – Melissa Woodruff
Full-time enrollment is up 6.8% from last year. OSU-OKC was awarded a $1.5 million grant from the US Department of Labor to hire faculty and purchase equipment for the new Wind Turbine Technology program. Oklahoma Supreme Court Justice James Winchester will present “The Paradox of Affluence: Choices, Challenges, and Consequences” on February 11, 12-1pm in the Student Center. The International Bazaar is scheduled for February 24, 2009, 10am-2pm in the Student Center.

OSU–Tulsa – Dona Davidson
OSU-Tulsa is celebrating Black History Month. A design class collected old denim jackets which they then reconstructed into new jackets.

Report of Standing Committees
Rules & Procedures – Carey Warner
Carey brought forth the following recommendation for Annual Nominations/Elections:

Annual Nominations/Elections Recommendation

1. The Rules and Procedures Committee recommends the time period of March 2-20, 2009 be designated as the nomination period in accordance with the SAC Constitution and Bylaws.

2. The Rules and Procedures Committee recommends the two week period of April 17-30, 2009 be designated as the annual election period in accordance with the SAC Constitution and Bylaws.

3. The Rules and Procedures Committee has determined that the following terms are expiring and requests to suspend the bylaws regarding the number of seats elected each year.

Academic Affairs
VACANT (AP) – term ends this year
Clayton Moorman (AP) – eligible for re-election
Elizabeth Condit (C) – not eligible for re-election
Tara Graham (C) – eligible for re-election

Admin/Finance
Lynette Venard (AP) – eligible for re-election
Larry Curtis (C) – eligible for re-election
Dave Ford (C) – not eligible for re-election
Nathan Moorman (C) – eligible for re-election
Enrollment Mgmt, ETC.
Anise Arterbery (C) – eligible for re-election

Student Affairs
Jana Allen (C) – eligible for re-election

The recommendation was approved by a voice vote. Discussion followed on the election process. Council members up for re-election and interested in running again need to provide Carey with a statement (25-word maximum) to be included on the ballots. It was also recommended that Section X (meeting agenda) of the “Bylaws of the Oklahoma State University Staff Advisory Council” be amended to read Unfinished Business in lieu of Old Business. The recommendation was approved by a voice vote.

Awards & Recognition – Bonnie Gladden
The Awards & Recognition committee met with the Public Relations committee on January 22 to discuss the staff picnic scheduled for April 2, 11:30 – 1:30 on the Willard Lawn (rain location is the Student Union Ballroom). Lunch will be BBQ sandwiches and 100 veggie burgers. This lunch is the most economic. Vending services have been notified. SAC will sell raffle tickets for two separate packages, the Tailgate package and the Dream package. Tickets are $1 each or $5 for 6.

- “Tailgate Package”, blue ticket, which would perhaps consist of a:
  Portable Charcoal grill & bag of charcoal
  Grill utensils
  50-60 quart wheeled cooler
  OSU folding canvas camp-chairs (2)
  OSU canopy tent
  Basket with barbeque sauce, seasons, hot mitts, etc.
  Baseball tickets for Baylor game (donated by Jason Pogue)
    2 – April 17th Friday 6:30pm
    2 – April 18th Saturday 2:00pm
  Tara has contacts at Lowes and has taken a letter from SAC requesting above product at or below cost.

- “Dream Package”, red ticket, (courtesy of Lyn Putnam of the Atherton Hotel):
  'subject to availability, not available on special event dates'
  One-night in a regular queen room
  2 souvenir wine glasses
  4 course dinner for 2 at Ranchers Club
  2 hot breakfast buffets at Ranchers Club
  Bottle of wine (donated by Tara Graham)
  Spa services of some type (Anise Arterbery to arrange)

Policies, Benefits, and Budget – Ival Gregory, Susan Marshall
Bright Horizons presented an overview of the child care services it provides. The committee has considered requesting funds for an ad in the O’Colly to recognize veterans. Requesting a day off for veterans raises too many red flags.

Public Relations – Marsha Chapman
No report.

Unfinished Business
No unfinished business to discuss.
New Business

Bright Horizons presentation – Susan Marshall

Bright Horizons presented an overview of the child care services it provides on February 9 and quoted a day care feasibility study at $19,000. Lee Bird, VP for Student Affairs, suggested seeking donors for funding the study.

Announcements

Tara will be taking the Polar plunge in support of Special Olympics. You may help her reach her goal by visiting www.firstgiving.com/taragraham1.

Respectfully submitted,
Anise Langley, Secretary