OSU STAFF ADVISORY COUNCIL MINUTES

March 11, 2009, 408 Student Union

Present: Allen, Chapman, Curtis, Darnell, Davidson, Dobson, Ford, Gladden, Graham, Gregg, Gregory, Kochenower, Landgraf, Langley, Ledford, Marshall, Moore, Moorman C., Moorman N., Perna, Pogue, Polson, Putnam, Sweeden, Venard, Warner,

Absent: Condit, Woodruff, York

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

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

Tara asked for approval of the agenda. Nathan Moorman will discuss Disaster Relief Employee Housing under New Business. A motion was made to approve the agenda as amended, seconded, and approved by a voice vote.

OSU Faculty/Staff Campaign – Debbie Nance, OSU Foundation, Director for Annual Giving

Debbie discussed the Family Campaign – A Campaign for OSU by OSU Faculty and Staff, Spring 2009 with the goal of increasing OSU Faculty and Staff participation and gifts to OSU academic funds. Tara is a co-chair for this year’s campaign. The campaign is being conducted during the Spring in order to not overlap the United Way campaign in the Fall. The 2007 Family Campaign was successful with money given to at least 185 different areas across campus. The OSU Foundation will support the SAC Staff Appreciation Picnic. Donations are tax deductible and may be made to the SAC
Scholarship Fund. Feedback is appreciated. Following is information Debbie provided in a handout:

The Family Campaign-A Campaign for OSU by OSU Faculty & Staff
Spring 2009

Goal:
To increase OSU Faculty and Staff participation and gifts to OSU academic funds

Objectives:
- Develop awareness of the greatest needs at the college and unit levels.
- Create a positive atmosphere on the Stillwater campus towards giving to OSU.
- Recruit current and new OSU faculty/staff to start, continue and/or increase their giving.

Messages:
- OSU is a family that cares about each student, faculty and staff member.
- OSU focuses on needs of our students and faculty/staff members, and these needs will be met by giving to OSU academic funds.

OSU Co-Chairs:
- Co-chairs are Tara Gladden, Staff Advisory Council chair and Jean Van Delinder, Faculty Council Chair. Debbie Nance with the OSU Foundation is the coordinator.

Timetable and Communication Plan:
March
- Communicate the plan to Faculty Council members on March 10
- Communicate the plan to Staff Council members on March 11
- OSU Foundation communicate the plan to College Deans
- The campaign will be announced via letter and/or e-mail; sent to every faculty and staff member, announcing the fundraising campaign, making the case for support.
- Co-chairs communicate via e-mail giving information, downloadable payroll deduction forms

April
- Staff Advisory Council holds annual Appreciation Picnic on 4/2, OSUF is a sponsor of picnic, participating with a booth and info. about the Family Campaign.
- Okstate.edu has link to Family Campaign website, hosted by OSU Foundation; Family Campaign information, frequently asked questions and greatest needs list will be included
- Co-chairs will communicate with to faculty and staff with updates and progress
- Weekly e-mail updates in OSU Headlines

May
Thank you letters are sent out to faculty and staff for their pledges/gifts.

Faculty Council Update, March 2009 — Lora Polson
Lora attended the March 10 Faculty Council Meeting and provided the following notes:

Tuesday March 10 Faculty Council Meeting

Minutes for February 10, 2009 meeting approved

Michal Shaw, Caroline Diedrich and Jolie Britt reported on an OSU student foundation event. Cowboy Spirit: Battle of the Bands will be held on April 17 9:00pm at Tumbleweed. The OSU student foundation was organized to better inform students about donating and giving back to their college.
Dr. Lowell Caneday reported on two items 1 - Discussed ways to involve faculty to meet research compliance regulations, and 2 ways in which Graduate council government is to chair master and doctoral students.

An attendance policy Recommendation # 09-03-01-ASP/SALR, after much discussion was voted on and passed. This will now be sent to Pres. Hargis.

An Athletic recommendation #09-03-02-ATH was voted on and passed and will be sent to Pres. Hargis.

Recommendation # 09-03-03-BUDG concerning how some of the fees are spent was voted on and passed. This will also be sent to Pres. Hargis. Ron Miller said the University is also working to eliminate payment to the Athletic department.

Tom Jordan reported that the campus facilities being worked on are generally on schedule. He is also looking into some crosswalk safety issues with the City of Stillwater located on Hall of Fame road.

Dr. Khaled Gasem reported the Long-Range planning and Information Technology is moving forward.

Reports from several liaison representatives were made.

SAC – Staff Appreciation Lunch
Graduate students council – reported findings from recent research
Women’s Faculty council reported that 5 women had received scholarships.
Arts and Sciences professor concerned about closing campus for weather with no planes to make up.
SGA – talked about some of the voting difficulties they had recently experienced and also mentioned that as a student it is frustration to pay for classes and then not have them (referring to above comment)

There was much discussion on study abroad courses qualifying for an “I” demission course. Due to the hour it was recommended that the item be tabled until the next meeting.

A motion was made to adjourn, seconded and we adjourned.

They did roll call in the middle when one of the votes was very close and were trying to determine if all were present.

**Treasurer’s Report** - Lynette Venard
Lynette reported that SAC raised $22.65 in February through the piggy bank. Council members can give raffle tickets and money to Lynette or Bonnie.

**Branch Campus Reports**

**OSU-CHS – Chad Landgraf**
Governor Henry signed House Bill 1127, which creates a public-private agreement for the OSU Medical Center. With the new law, the state will contribute $5 million a year for the next five years. OSU-CHS and City of Tulsa broke ground on February 20 on a shared forensic sciences and biomedical research facility that will house forensic sciences and biomedical research interests. The staff picnic is scheduled for June.

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

**OSU-OKC – Melissa Woodruff**
Melissa Woodruff was not present therefore no report was given.
OSU-Tulsa – Dona Davidson

OSU-Tulsa held its sixth annual Engineering Design Challenge on February 19 during which participants from several area schools designed, built and raced self-propelled, motorized watercraft. Career Week was held from February 23 – 26. International Flavor Day was held March 4 and featured international music, food, and other activities. Enrollment for summer and fall semesters is underway.

Report of Standing Committees

Rules & Procedures – Carey Warner

Nominations forms have been mailed. Council members up for re-election and interested in remaining on the council need to provide Carey with a statement (25 word maximum) to be printed on ballots by March 20. Ballots will be mailed soon thereafter.

Awards & Recognition – Bonnie Gladden

The staff picnic is scheduled for April 2, 11:30 – 1:30 on the Willard Lawn (rain location is the Student Union Ballroom). Please sign up to help with the picnic. Emails promoting the raffle packages have been released; see Bonnie for flyers and tickets. We will not sell tickets in the Student Union this year as the return on that effort is minimal. Prizes are being collected and vendors are arranging for booths. The OSU-CHS Telemedicine bus will be here for HRA’s. The Seretean Wellness Center will be present helping people to enroll online in Cowboys on the Move. Also, SWC has provided the cheapest quote for bottled water. Please wear your SAC shirts to the picnic.

Policies, Benefits, and Budget – Ival Gregory, Anthony Perna

Anthony attended the February 25 Women’s Faculty Council meeting on discussion of a Day Care benefit to OSU employees and reported the following:

- There have been attempts of this issue with previous presidents.
- The WFC feels that Bosserman has other priorities for funds.
- There is interest in child care, dependent (adult included) care, and back up child care.
- SGA is not opposed on record to a fee for day care funding.
- WFC has asked the Faculty Council to develop a recommendation for day care.
- WFC is searching for grants to cover a feasibility study.
- WFC would like NOC, Meridian Technology Center, Stillwater Medical Center and Stillwater Chamber of Commerce to participate in the next Bright Horizons presentation.

In regard to Veteran’s recognition, Ival has arranged for the colors to be presented at the staff picnic and hoping to have taps played as well.

Smoking Policy: Ival voiced concern that the smoking policy is not being followed and feels that some type of enforcement should be in place. Discussion followed and council seemed in agreement with Ival.

Blood Drives: Ival voiced concern about the number of blood drives that occur on campus. He asked if the council felt some sort of regulation should be put in place and if this is an issue the council is interested in addressing.
Discussion followed and council agreed that this is not an issue to be addressed by SAC.

**Public Relations – Marsha Chapman**

Marsha reported that the PR committee is working on gathering door prizes for the picnic.

**Unfinished Business**

No unfinished business to discuss.

**New Business**

**Disaster Relief Employee Housing – Nathan Moorman**

Nathan presented to the council an idea about using unoccupied campus housing for disaster relief to employees. For example, in the event of massive power outage employees could rent space from OSU until power is restored which would encourage them to return to work sooner. Discussion followed and the council agreed that Nathan and Danny Darnell should look into the possibilities, gathering information to be passed on the Policies, Benefits, and Budget committee.

**Announcements**

Marsha Chapman announced that The Native American Student Association will host a Stick Ball exhibition on March 28 and will provide food to those who attend.

Carey announced that the Veterinary Teaching Hospital will host an open house on April 4 from 9:00am – 3:00pm.

Respectfully submitted,
Anise Langley, Secretary