STAFF
ADVISORY COUNCIL

Minutes will be approved at next meeting.

OSU STAFF ADVISORY COUNCIL MINUTES

May 13, 2009, 408 Student Union


Absent: Allen, Condit, Moorman C., Moorman N., Putnam

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

Tara asked for approval of the April minutes. Minutes should be amended to show Danny Darnell as absent from the April 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 – Burns Hargis, OSU President

Mr. Hargis commented on completing his first year as President stating that he did not want to “do anything” too fast and spent a significant amount of time listening. Hargis feels OSU facilities are inadequate for attendance of commencement ceremonies. The ceremonies seem impersonal. He mentioned some options for convocations such as moving ceremonies to stadium or hold separately within colleges. Hargis appreciates thoughts and suggestions regarding commencement procedures.

While a 6.5% cut in the budget is expected, there are two stimulus packages which should backfill any cuts. One package of $106 million will be used at the governor’s discretion. The other package is $465 million for education. Covering mandatory costs is the priority and any fall in state revenue raises concerns for budgets in future fiscal years.

The number of student applications is over 1000 and acceptance has increased. However, conversion is uncertain; conversion rate is typically 50%. Retention could be affected by the economy. Hargis hopes to improve retention rates through heightened sensitivity to early warning signs exhibited by students who are
likely to stop taking classes. Hargis recognizes that staff play a role in recruitment and asks that staff assist students as they tour campus this summer.

Hargis is committed to raising scholarship funds. OSU waives about $30 million in tuition every year. Hargis mentioned the family campaign designed to increase funding to campus organizations and programs. Construction is on time for projects across campus, though University Avenue could see a delay due to rain. Energy savings have totaled over $5 million dollars. Hargis will meet with the Nathan Bates, newly elected mayor of Stillwater. Hargis hopes to improve OSU’s relationship with the city of Stillwater and work together on “quality of life” issues.

Danny Darnell asked about a past movement to rename Murray Hall. Hargis stated that Murray Hall would not change names.

Faculty Council Report, April 14, 2009 – Tara Graham
Provost Strathe reported that the following faculty council recommendations have been accepted:
1)  09-03-01-ASP/SALR, Attendance policy: The proposed policy has been reviewed and approved by Instruction Council and the Council of Deans. A University policy document will be developed.
2)  09-03-02-ATH, Appointment of Emeriti Association Member to serve on the University Athletic Council: The Athletic director supports the addition of an Emeriti Association representative on the University Athletic Council.
3)  09-03-03-BUDG, Collegiate Academic Service Fee: The administration is making necessary adjustments in budgeting to implement this for FY 2010

Faculty Council Report, May 12, 2009 – Mickey Gregg
1) FC had a special updated report on the formation of The University Club. The committee is hoping to have it started by August 2009. Membership would include faculty and staff (as well as others). More information regarding membership fees and activities will be presented when final approval has been given by Administration.
2) President Hargis asked for comments regarding the current commencement procedures. He also reported on the status of the FY 2010 state budget.
3) Since this was the last meeting of the current council, the various committees presented their year-end reports. Several recommendations will be forwarded to Administration for review/approval.

Treasurer's Report - Lynette Venard
Council member donations for April totaled $24.87. Lynette discussed the Foundation account and balance per report attached at end of minutes.

Branch Campus Reports
OSU-CHS – Chad Landgraf
OSU-CHS will hold the annual Staff Appreciation Day on May 29 during which staff and faculty will be honored. Elections for Staff Advisory Council are coming up.

OSU–Institute of Technology – Allen York
Campus will become tobacco free in July 2010 and plans to host a Kick Butts day to promote smoking cessation. The Rural Health Science Building is on track to be open in the fall. The campus day care facility is undergoing expansion and should be ready by the fall. Staff Appreciation Day was held on April 25; box lunches were delivered to staff.

OSU-OKC – Melissa Woodruff
OSU-OKC has announced “The Club”, a scholarship program allowing staff and students committing to at least 3 hours for 2 semesters to enroll in a third semester for free. The Staff Appreciation lunch included karaoke and council elections. Graduation rates are up this year and included the first 6 graduates of the Bachelor of Technology in Emergency Responder Administration degree program.
**OSU-Tulsa – Dona Davidson**

OSU-Tulsa has saved 22.5% in energy expenditures for a total of $215,548. OSU-Tulsa President Gary Trennepohl was honored at the State Capital. Tulsa’s Golden Driller wore a large orange tie for spring commencement ceremonies.

---

**Report of Standing Committees**

**Rules & Procedures – Carey Warner**

Carey shared election results with the council. Results are attached at the end of the minutes. The committee is open to suggestions for increasing return on ballots. One idea is to enter voters into a prize drawing.

**Awards & Recognition – Bonnie Gladden**

The committee did not meet this month. SAC has been giving Service Award pins/clocks in 5 year increments since 1985. While most people pick up their service awards, the committee wonders if this honor is effective and appreciated by the staff. Feedback from council members included using the new Oklahoma State logo and to seek a vendor that allows more choices for each incremental service year. Email suggestions to Bonnie Gladden.

**Policies, Benefits, and Budget – Ival Gregory**

The committee met on April 28 and continues to investigate licensure/certification compensation possibilities. Steps are being made by OSU administration toward avenues for enforcing the tobacco policy. A question regarding drug testing and reporting of suspicious behavior was brought to the committee. Discussion followed regarding reporting of possible drug/alcohol abuse during working hours. It is suggested that concerned members of the OSU community use Ethics Point to report suspicious behaviors. Susan Marshall has investigated Work/Life Benefits within Big XII and hopes that with further research a recommendation may be made by both staff and faculty councils.

---

**Public Relations – Marsha Chapman**

Thanks to Bonnie for preparing goodie bags for ROTC members participating in the Staff Picnic.

---

**Unfinished Business**

**Disaster Relief Employee Housing – Nathan Moorman & Danny Darnell**

Danny plans to meet with several individuals across campus this summer and will report to the council.

---

**New Business**

**New Employee Orientation – Tara Graham**

The NEO scheduled for June 4 has been rescheduled for July 9. Danny Darnell is presenting, Bonnie Gladden and Pam Ledford will greet.

---

**Scholarship Information and Committee – Jason Pogue**

Per Dr. Bosserman, OSU administration has elected to give $1500, awarded to OSU by SACUBO for energy saving efforts, to SAC for staff scholarships. Bosserman suggested trying to incorporate an energy savings element to the scholarships made possible by these funds. Please submit ideas for awarding these funds to Jason or Bonnie.
**Tobacco Free Policy** – Jeff Sweeden

A staff member expressed to Jeff concerns for tobacco policy enforcement. As a smoker who follows the tobacco policy he would like to see the policy enforced.

**Announcements**

The SAC Luncheon and June meeting will be held on June 10 at 12:00pm in the Sequoyah Room, 280 Student Union. New members have been invited. Please wear your SAC shirt for a photo.

Respectfully submitted,
Anise Langley, Secretary
2031100 OSU Staff Scholarship Fund (Foundation)

<table>
<thead>
<tr>
<th>Cash Balance Report</th>
<th>July</th>
<th>August</th>
<th>September</th>
<th>October</th>
<th>November</th>
<th>December</th>
<th>January</th>
<th>February</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year end balance forward</td>
<td>$24.84</td>
<td>$0.12</td>
<td>$0.29</td>
<td>$12.50</td>
<td>$40.12</td>
<td>$41.55</td>
<td>$36.79</td>
<td>$33.29</td>
<td>$36.93</td>
<td>$0.00</td>
<td></td>
<td></td>
<td>$24.84</td>
</tr>
<tr>
<td>Money Market interest contributions</td>
<td></td>
<td>$0.19</td>
<td>$0.29</td>
<td>$12.50</td>
<td>$40.12</td>
<td>$41.55</td>
<td>$36.79</td>
<td>$33.29</td>
<td>$36.93</td>
<td>$0.00</td>
<td></td>
<td></td>
<td>$201.78</td>
</tr>
<tr>
<td>spending policy dist</td>
<td>$30.00</td>
<td>$30.00</td>
<td>$240.00</td>
<td>$20,000.00</td>
<td>$210.00</td>
<td>$210.00</td>
<td>$210.00</td>
<td>$210.00</td>
<td>$210.00</td>
<td>$210.00</td>
<td></td>
<td></td>
<td>$20,720.00</td>
</tr>
<tr>
<td>Balance</td>
<td>$54.96</td>
<td>$85.15</td>
<td>$325.44</td>
<td>$20,337.94</td>
<td>$20,378.06</td>
<td>$20,629.61</td>
<td>$20,666.40</td>
<td>$20,699.69</td>
<td>$20,946.62</td>
<td>$20,946.62</td>
<td>$20,946.62</td>
<td>$20,946.62</td>
<td>$20,946.62</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Endowment</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Year end bal forward</td>
<td>$50,430.10</td>
<td></td>
<td>$30.00</td>
<td>$20.00</td>
<td>$20.00</td>
<td>$20.00</td>
<td>$20.00</td>
<td>$20.00</td>
<td>$30.00</td>
<td></td>
<td></td>
<td></td>
<td>$50,430.10</td>
</tr>
<tr>
<td>reinvested funds</td>
<td>$2,112.69</td>
<td>($401.40)</td>
<td></td>
<td>($1,992.62)</td>
<td></td>
<td>($2,568.76)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$2,650.29</td>
</tr>
<tr>
<td>realized inc/gains</td>
<td>($268.29)</td>
<td>($9,191.69)</td>
<td></td>
<td>($5,172.65)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>($14,068.09)</td>
</tr>
<tr>
<td>Unrealized gains/losses</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Balance</td>
<td>$52,274.50</td>
<td>$52,274.50</td>
<td>$42,681.41</td>
<td>$42,711.41</td>
<td>$42,731.41</td>
<td>$35,585.94</td>
<td>$35,605.94</td>
<td>$35,625.94</td>
<td>$33,621.72</td>
<td>$33,621.72</td>
<td>$33,621.72</td>
<td>$33,621.72</td>
<td>$33,621.72</td>
</tr>
</tbody>
</table>
2009 Election Results

**Academic Affairs – A/P (Two Seats Available)**

Nominees:
- Linda Gambell – elected for 2009-2012 term
- Lucinda Kershaw – not elected for 2009-2012 term
- Kathie Tanner – elected for 2009-2012 term

**Academic Affairs – Classified (Two Seats Available)**

Nominees:
- Nathan Cragun – elected for 2009-2012 term
- Chris Pivinski – not elected for 2009-2012 term
- Tara Graham – elected for 2009-2012 term

**Admin/Finance – A/P (One Seat Available)**

Nominees:
- Lynette Venard – elected for 2009-2012 term

**Admin/Finance – Classified (Three Seats Available)**

Nominees:
- Jacqueline Tucker – elected for 2009-2012 term
- Kim Sweeden – elected for 2009-2012 term
- Nathan Moorman – elected for 2009-2012 term

**Enrollment Mgmt/Marketing/EREDF/General University/Research – A/P (NO Seat Available)**

**Enrollment Mgmt/Marketing/EREDF/General University/Research – Classified (One Seat Available)**

Nominees:
- Anise Langley – not elected for 2009-2012 term
- Donna Whitmore – elected for 2009-2012 term

**Student Affairs – A/P (NO Seat Available)**

**Student Affairs – Classified (Two Seats Available)**

Nominees:
- Debbie Stump – elected for 2009-2012 term