Minutes will be approved at next meeting.

OSU STAFF ADVISORY COUNCIL MINUTES

May 12, 2010 - 408 Student Union


Absent: Chapman, Herron, Marshall, Putnam

Tara Gladden called the meeting to order at 1:15 p.m. and Carey Warner called roll.

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

Tara asked for approval of the agenda. Additions to the agenda included discussion regarding foundation/scholarship account under new business. A motion was made to approve the agenda as amended, seconded and approved by a voice vote.

Executive Update – Dr. Strathe, Provost & Sr. Vice President

Dr. Strathe stated revenues for the state of Oklahoma are looking better; however, income tax revenue is still down. OSU Administration recently announced that each department/division should be prepared for up to a 2.5% budget cut going into FY11. Tuition increases for the fall semester have not been determined at this time, but will most likely be in the low double digits. No salary adjustments are being discussed at this time. There has been an increase in applications from out of state students and graduate student applications are strong. Parking permit increases have been delayed
given the economic position we are in. There are also significant concerns regarding health care premium cost increases. The HCTF is currently working to minimize the effect this will have on OSU employees.

Dr. Strathe reminded everyone the Special Olympics opening ceremonies will take place this evening. Hall of Fame and several other streets will be closed to accommodate the event. Please be supportive and good hosts.

Dr. Strathe updated the Council on construction projects around campus. The Student Union renovation will be challenging in upcoming months as many offices will be moving to temporary locations. This project will take approximately two years to complete. Murray, Old Central and the North Classroom buildings are now complete and occupied. The new interdisciplinary research building will be move-in ready soon.

Dr. Strathe discussed this year’s Thursday night game scheduled for September 30th against Texas A&M. Administration will begin communications regarding the Thursday night game. Supervisors are asked to plan ahead and allow staff to flex work schedules. Donor parking around the stadium will be vacated by Wednesday evening. Other Posse lots will be vacated by 1:00 p.m. on day of game. Administration plans to have more RV fans this year and will make lots available to those with RV’s. Faculty have been informed to schedule classes accordingly and many classes have moved into the North Classroom building for that day. Administration will continue media releases, signage, etc. in effort to keep staff informed.

Faculty Council Update, April 2010 – Lora Polson

President Hargis requested input from the faculty regarding separate convocations by college. President Hargis also discussed budget and fundraising efforts. Each committee gave annual reports. This year, the Faculty Council held elections electronically, with only Emeriti faculty receiving paper ballots via mail.

Treasurer’s Report - Lyn Putnam

There was no treasurer’s report.

Branch Campus Reports

OSU-CHS – Chad Landgraf

Chad stated the CHS staff picnic will take place on June 6th. CHS awarded 12 staff scholarships this year. Annual elections will take place this month.

OSU–Institute of Technology – Allen York

Allen stated IT’s graduation is scheduled for April 22nd. The annual employee picnic/awards banquet will take place on June 8th. The IT daycare recently opened.

OSU-OKC – Melissa Herron

Melissa was not present; however Tara read the following email:

Enrollment up 25.4% FTE for summer and 19.3% for fall. The new Engineering building has begun construction with hopes of possible fall opening. OKC is holding a silent auction today and tomorrow to raise money for the Staff Appreciation luncheon next week. OKC nomination process is over and elections begin May 18th. Graduation is next with Mick Cornett as the speaker. It will be the largest group to graduate.

OSU-Tulsa – Bret Niland

Bret stated the Branding Success Campaign Kick-off will take place on Friday. Construction on the Forensic Building is going well.
Report of Standing Committees

Rules & Procedures – Barbara Dobson
Barbara stated elections are finally over and new members will be seated during June meeting. Linda Gambill resigned and the other nomination for the vacant Academic Affairs A/P seat will be appointed in June to complete Linda’s term.

Awards & Recognition – Kim Sweeden
Kim passed around the sign-up sheet requesting Council members volunteer to assist with next week’s picnic. The reserved parking space raffle is going slow – a little over $300 raised so far. Remember to bring your raffle tickets to the picnic next week and wear your SAC shirt!

Public Relations – Susan Marshall
Susan was not present; however Tara read the following email:
Just reporting that the picnic is our life right now and my office looks like a gift shop! Lots of goodies to give away. If you will make sure that Jeff Sweeden is on top of tables needed for vendors and drawing prizes, we should be good.

Policies, Benefits, and Budget – Daniel Darnell
The PB&B committee presented the following recommendation:

Title: Implementation of 4x10 Work Week

The Staff Advisory Council Recommends to Administration that:

Knowing that more budget cuts are forthcoming in future fiscal years, we know that OSU Administration will be looking for ways to save costs. One idea that has been tossed around in past years is the use of a 4x10 work week (4 days per week, 10 hours per day) during summer sessions. If OSU administration wants to consider a 4x10 work week for cost-cutting purposes, much planning needs to be done prior to its implementation. Spring of 2010 would be the appropriate time to start discussing a 4x10 work week for Summer 2011. In addition, if energy savings is to be primary focus of cost-cutting, we would like to recommend that a feasibility study from the Utilities and Energy Management department be procured to outline the potential energy usage change of implementing a 4x10 work week.

Rationale:

- Many summer events are planned almost a year in advance.
- More thought should be given to what the 4x10 work week is trying to accomplish.
- Many employees make summer vacation plans well in advance of summer.
- Talks of a 4x10 work week have surfaced the past few years, but not until the Spring just prior to the Summer in question. This is not enough time to garner input on the comprehensive impact that a 4x10 work week would have.

Discussion about the amount of time this would give departments working with prospective students took place. Motion was made to amended recommendation so that 4x10 work week plans would be for Summer 2012. Motion was seconded and approved by a voice vote.
Danny also stated the PB&B committee is working on a recommendation regarding the creation of walking trails and will present this recommendation next month.

**Unfinished Business**

There was no unfinished business.

**New Business**

**Foundation Account – Carey Warner**

SAC Staff Scholarship Foundation account currently has $50,000 in endowment fund and $23,000 in cash balance. Foundation representatives recommended that Council consider moving $14,000 of cash balance into endowment so that funds would earn interest. After much discussion, Ival recommended that we table this discussion and have Carey, Tara and Mickey work on negotiations, etc. Motion was seconded and approved by a voice vote.

An agreement regarding endowment of scholarship fund and use of such funds will be drafted by Foundation and sent to Council for vote next month.

**Announcements**

Tara stated Anthony Perna will be taking her place on the Tobacco Advisory Board. The June meeting will take place in 280 Student Union. Lunch will be served at noon. New members will be seated and new officers will be elected. Remember to wear your SAC shirts!

Respectfully submitted,

Carey Warner, Secretary