STAFF ADVISORY COUNCIL

Minutes will be approved at next meeting.

OSU STAFF ADVISORY COUNCIL MINUTES

November 11, 2009 - 418 Student Union


Absent: Cragun, Gambill, Landgraf, Niland, Perna, Putnam, Venard

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

Tara asked for approval of the October minutes. A correction was made to the spelling of Henry Bellmon’s name. A motion was made to approve the October minutes as amended, seconded and approved by a voice vote.

Tara asked for approval of the agenda. Additions to the agenda included Dr. Strathe giving an Executive Update and William “Bus” Jaco speaking about the University Club. A motion was made to approve the agenda as amended, seconded and approved by a voice vote.

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

Dr. Strathe complimented the Council on their efforts with the Staff Awards Day Program.

The CU v. OSU game is scheduled for November 19th and will be covered by ESPN. Kickoff is scheduled for 6:30 p.m. OSU will not cancel classes as expressed in several emails and correspondence sent out over the past several months. Faculty have
the right to adjust their class schedules or cancel classes if they so choose. There are approximately 300 classes scheduled from 3:30 p.m. in to the evening and approximately 50 percent of those classes have had some adjustment made to their schedule. The majority of classes being held that day will end by 5:00 p.m. Buildings will be locked as classes end to ensure security of our campus during the game. Parking lots adjacent to the stadium will be closed Wednesday night. Lots north of the stadium near the Wes Watkins Center will be open until 1:00 p.m. Thursday. Fans cannot enter Posse lots until 3:30 p.m. Thursday. The two hour window between when the lots are closed and when fans can enter will assist with traffic and prevent tailgating during classes. What few RV’s that have confirmed attendance to the game will be moved further west from the Wellness Center. The Multimodal Parking Garage will be open all day Thursday and those with a parking permit may park for free. Offices on campus have been asked to flex work schedules if possible on Thursday.

The five percent reduction in our budgets will most likely continue through the end of FY10 and may become permanent. Discussions about whether to use stimulus or rainy day funds for next year have already occurred. There is discussion of an additional budget cut for the remainder of FY10, but nothing official to date. Departments have been asked to look at vacant positions and justify the need to fill vacant positions. Few positions have been opened over the past several months; still no hiring freeze. Furloughs have been discussed and a plan has been outlined should furloughs become a reality. Dr. Strathe stressed that no decision for furloughs has been made at this time. A question regarding the four day work week during summer was raised and Dr. Strathe informed the Council that with enrollment, admissions, etc., a four day work week was not feasible. Joe Weaver also spoke about the budget issues and informed all that there was a very slim chance that furloughs would occur in FY10.

**Student Union Renovation Update – Mike Buchert**

Joe Weaver introduced Mike Buchert, Director of Long Range Faculties Planning. Mike presented the Council with a power point presentation outlining the Student Union Renovations that will begin in the next several months.

The Student Union was built in the 1950’s, updated in the 1960’s and added on to in the 1990’s. Issues with the current infrastructure such as heat/air inefficiencies, the need for improvement in the bookstore and dining services, the need for improving the student spaces and the need for additional elevators are just a few reasons for a renovation. Construction fences will be going up during the holiday break in December. Significant offices will slowly start moving out of the Student Union in May 2010. The north entrance to the Student Union will move approximately 120 feet east and will have several doors allowing for easy access. Once inside the north entrance, you will find stairs, elevators, a coffee shop and an information desk to assist you. Parking currently between the Student Union and Classroom Building will no longer exist. The Student Union Renovation is scheduled to be completed by August 2011.

**University Club – Dr. William “Bus” Jaco**

Dr. Jaco had to leave the meeting early and will report next month.

**Faculty Council Update, November 2009 – Jason Pogue**

President Hargis discussed the budget issue. Committees gave reports and included discussion about a survey to poll administrators about the effect benefits and lack thereof have had on recruitment and retention of faculty and staff. The Women’s Faculty Council is preparing to send a recommendation to President Hargis amending
policies so that domestic partners may receive leave benefits equivalent to other married couples.

**Treasurer’s Report - Lynette Venard**

Lynette was not present therefore no report was given.

**Branch Campus Reports**

**OSU–CHS – Chad Landgraf**

Chad was not present therefore no report was given.

**OSU–Institute of Technology – Allen York**

OSU-IT recently finished a veterans lounge for current students or anyone visiting campus. Construction on a 3000 square foot day care has begun.

**OSU–OKC – Melissa Herron**

A Veteran’s Day Reception is taking place today. Next week OSU-OKC will be holding a fundraiser for the Great American Smoke Out on November 19th. OSU-OKC as met their $8000 United Way goal. Enrollment is up 33.6 percent.

**OSU–Tulsa – Brett Niland**

Bret was not present therefore no report was given.

**Report of Standing Committees**

**Rules & Procedures – Barbara Dobson**

No report.

**Awards & Recognition – Bonnie Gladden**

Thanks to all of those who participated and assisted with the walk around fundraiser. The bake sale revenues totaled $185.00 and the mums lost $7.00. Thanks to all of those who participated and assisted with the Staff Awards Day. It was a successful event! Planning is underway for the annual staff picnic. Date has yet to be determined. Discussion included healthy options for lunch during the picnic and possibly changing the menu from BBQ sandwiches.

**Public Relations – Susan Marshall**

Five people assisted with the mums fundraiser. In order to be successful with our fundraising efforts, everyone needs to participate. The PR committee also suggested having healthy vendors at the staff picnic.

**Policies, Benefits, and Budget – Daniel Darnell**

Disaster Housing recommendation is almost complete. Residential Life and University Apartments are very supportive of this effort. The form is currently being created and hopefully will be complete by December. Daycare and Domestic Partnership discussions/planning are underway. As for OSU’s healthy campus efforts, the PB&B committee is currently researching and creating a list of what Stillwater offers in ways of gym memberships, etc. with discounts. The PB&B committee suggested having a departmental highlight at each monthly meeting.
Unfinished Business

There was no unfinished business.

New Business

Marketing Council Meeting – Lyn Putnam

Lyn was not present, so Tara read the following email:

OSU Marketing Council was held on Oct. 21, 2009. Kyle Wray spoke about Homecoming and how successful it was, the new football song and video that replaced Cowboys 4Ever, and the new Adopt A School program. Adopt A School is an opportunity to have interaction with a high school or school district to encourage their staff and students to keep OSU on the top of their minds. Suggestions to maintain the contact are taking an orange t-shirt to a newly registered OSU student and encourage them to begin Orange Fridays or deliver cookies to counselors. There are approximately 37,000 high school graduates in OK and there were formerly around 40,000.

Undergraduate admissions will be focusing on Colorado, Arkansas and southwest Missouri to increase freshmen enrollment.

The OSU Foundation will be launching the largest private capital campaign ever attempted for OSU in the spring, dates to be announce soon. Funds raised will be distributed 50% for scholarships, 20% for faculty, 20% for facilities, & 10% for programs. Athletics reported that student ticket sales have been strong and they believe the combo pack has helped with better attendance, 43 Vespa scooters will be provide by Amy & Malone Mitchell and given to students at home men’s & women’s basketball games and wrestling matches.

University marketing reported that the new OSU website is up & running and that there are training sessions available for departments to attain the same graphic look and they can add their own content. The site is also more ADA compliant.

Student Union Marketing reported that the renovation project will begin early next year and that the Student Union website has details. Total renovation time should be around 18-24 months. Madrigal dinner will be Dec. 3-6 and Thursday night will be family night.

Cost is $35 for adults, $20 for 12 & under.

Alumni Association reported that there were approximately 70,000 people at Homecoming Walk Around. They are introducing a new membership marketing campaign called “We are OSU” with targeted marketing letters. The New Graduate program is no longer free. Effective in December that will be a graduated price schedule, $15 for the first year, $30 for second year and $45 the third year, which is full cost.

OSU Licensing reported they are up 11% in licensing to date this year and they are actively attending events where OSU merchandise may be sold in order to prevent potential problems.

Harvest II Food Drive – Tara Gladden

Tara passed around a sign up sheet for the food drive collection this Friday at the Chi-O Clock.

Attendance – Tara Gladden

Tara expressed concern regarding absenteeism and lack of participation from several council members. Discussion included responsibilities of council members and revision of the bylaws.
Announcements

There were no announcements.

Respectfully submitted,

Carey Warner, Secretary