2011-2012 SAC MEMBERS

Note: Attendance reporting format is being changed to the table format below. Attendance/Absences will be reported as a quarterly cumulative. Abbreviations used: ABS = Absence; EX = excused absence; and NEX = non-excused absence.

<table>
<thead>
<tr>
<th>OCT</th>
<th>NOV</th>
<th>DEC</th>
<th>ABS</th>
<th>OCT</th>
<th>NOV</th>
<th>DEC</th>
<th>ABS</th>
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<tbody>
<tr>
<td>BEELER, Sheryl</td>
<td>x</td>
<td>x</td>
<td>CANNON, Jamiaca</td>
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<td>NEX</td>
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<tr>
<td>CATALINO, Ray</td>
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<td>x</td>
<td>CHAPMAN, Marsha</td>
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<td>EX</td>
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<td>CROCI, Darlene</td>
<td>x</td>
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<td>ECHOLS, Melissa</td>
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<td>GILLILAND, Jenny</td>
<td>EX</td>
<td>x</td>
<td>GLADDEN, Tara</td>
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<td>GREENE-HICKS, Anna</td>
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<td>HUFFORD, Joyce</td>
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<td>IRWIN, Sharon</td>
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<td>KERR-HUNTER, Jean</td>
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<td>KOCHENOWER, Marta</td>
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<td>MATHEW, Susan</td>
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<td>MOORE, Sue</td>
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<td>EX</td>
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<td>MOORMAN, Nathan</td>
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<td>PERRA, Anthony</td>
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<td>POLSON, Lora</td>
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<td>POTTER, Shelley</td>
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<td>PYBUS, Nani</td>
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<td>STUMP, Debbie</td>
<td>x</td>
<td>x</td>
<td>SWEEDENM Kim</td>
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<td>TANNER, Kathie</td>
<td>x</td>
<td>x</td>
<td>TUCKER, Jac</td>
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<tr>
<td>WHITMORE, Donna</td>
<td>EX</td>
<td>x</td>
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<td>BATEMAN, Dawn (K. Whitaker sitting in)</td>
<td>x</td>
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<tr>
<td>VANHOOSER, Robbie</td>
<td>x</td>
<td>x</td>
<td>MCCOY, Austin</td>
<td>NEX</td>
<td>EX</td>
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Guests: Dr. Pamela Fry, Associate Provost and Jami Payne, OSU Chief Human Resource Officer

Marta Kochenower called the meeting to order at 1:15 pm. Kathie Tanner took roll call and declared a quorum present for voting purposes.

The agenda was approved as presented.

The minutes of the October 12, 2011 meeting were approved with typographical corrections.

Executive Update: Dr. Pamela Fry, Associate Provost

Dr. Fry stressed that everyone should report funky, not right activities to the “front office” immediately. OSU does not want to have any situations like those at Penn State.

Dr. Fry updated us on the LASSO program. Dr. Cheryl Devuyyst, Associate Provost/Director has already seen an increase in the number of students taking advantage of their services. Josh Krawczyk, Tutor leader has seen the numbers of students seeking tutoring doubled. They are experiencing growing pains and already bursting at the seams in their offices. They are looking at ways to perhaps set up some “satellite” tutoring places around campus.

Dr. Fry then talked about several task forces/committees that have been formed to address other academic issues.

1. Task Force on General Education will include a staff presence. They will address: “Can we have a better general education curriculum and tie it together through graduation? This task force has several sub-committees.
2. Retention Task Force – better educate students about available resources to help them reach graduation.
3. Evaluation of Teaching – a group looking at teaching evaluations beyond student evaluations.
4. Assessment of Student Housing.
5. Transfer Student Experience Working Group.
6. Mathematics Task Force – DWF rates what can be done to improve them.
7. Admissions – Panorama Project – expand to beyond ACT/SAT test score process for enrollment/admissions.
8. ITLE/AA/Grad College – working together to provide Graduate Teaching Assistant workshops in January 2012. The International TA’s will have a special session.

The Academic Alert system has been implemented and received over 3,000 hits since September.

“Grades First” software for advisors will be coming on line soon.

OSU/OKC and OSU-IT they are reviewing how the AAS degrees could have a better transfer of general education courses to OSU main campus, etc.

Treasurer’s Report: Mickey Gregg provided the Council a written report. There being no questions or changes; the report was approved as presented. (Copy is attached to official minutes.)

Branch Campus Reports

OSU-OKC – Keila Whitaker, Vice Chair
Announced that Dr. Bill Pink is the new Vice President for Academic Affairs at OKC-OSU. Plans are being made to add an additional 6 academic advisors; at least one for each division.

They will be holding their 5K Fun Run fundraiser soon. They are planning for their Christmas Luncheon.

The OSU/OKC Faculty Council has asked that “shared governance” be formed in OKC.

The OKC SAC is working on revising their bylaws to find a way to have a representative from each area/division.

OSU–Institute of Technology – Robbie Vanhooser
Robbie stated Dr. Path will be official next week as the President. Their October picnic was a great success with a lot of staff participation.

There will be a Veterans Day celebration that will include students, faculty and staff.

Their annual Christmas Party will be held soon – it is for the community.

OSU-Tulsa Campuses – Austin McCoy
Austin sent a written report and it is attached for review purposes

Report of Standing Committees

Rules & Procedures – Donna Whitmore
No Report

Policies, Benefits, and Budget – Darlene Croci
No specific actions have been acted on by the committee. They are continuing to review:
- Tuition waivers,
- Retirement options-seeking clarification on some
- Communication needs - better from HR; perhaps not just emails
- O’Colly would be a good place for additional information to be disseminated. Do we have a student reporter assigned to us? The Faculty Council has one that attends all of their meetings why don’t we?

Jamie Payne spoke on this. They are developing a matrix tied to annual enrollment. It may be possible to develop a staff communication process along the same lines, she will know more after her 11/17/11 meeting.

Public Relations – Tara Gladden
Noted that the O’Colly article covering the Chapman Family Brick Ceremony did not mention the Staff Advisory Council. Several people contacted them regarding this issue. Following discussion it was found that we need to learn how to issue a “press release” to the O’Colly for future events and items of news that we would like to see published.
Tara also read a card of “Thanks” from Marsha Chapman.

**Awards & Recognition – Nani Pybus**

Nani announced the homecoming raffle winners were: Corey (from IT) and Kevin Kochenower. The raffle pulled in $313 in profit. They are looking into the possibility of having more prizes next year (extend the number of winners.)

Fall Convocation is November 29th. DSA winners will be announced.

Valentine Raffle will be held in February.

**Faculty Council Report – Nani Pybus**

Joe Weaver announced that OSU has just completed a new 20 year OG&E contract, with a wind turbine. There will be a wind turbine farm built at Lake Carl-Blackwell, Oklahoma.

Steve Spradling spoke on the parking rates and state that 51.5% of staff are utilizing the payroll deduction plan to pay their fees.

There are new buses for the Stillwater/Tulsa trip and each has a GPS tracking system on board. Riders can track the buses for planning purposes using the GPS system.

Other issues that are being discussed are: providing reduced parking permit for Tulsa Faculty for less than 50% usage of parking. Discount for bicycle riders?

**Officer’s Reports**

**Secretary’s Report: Kathie Tanner**

No report

**Vice Chair’s Report: Jean Kerr-Hunter**

Thank you to all who participated on the selection committee. The awards are being processed.

**Chair’s Report: Marta Kochenower**

Marta announced that the SAC listserv automatic update is in process. This change will enable the listserv to automatically be updated through the HR system.

Everyone should be participating in the committee to which they were assigned.

Harvest II Food Drive – collection site is the Chi O’clock from 12 to 1pm on Friday. We need to have some folks there to help count the food items as they come in. We will try to have an alternate location because vehicles can no longer park close to the clock. Are you willing to help, be there on Friday?

**Unfinished Business**

**New Business**

**Announcements**

Turn your reservations in for the December 5th party at Willham house by November 21.

Meeting adjourned.

Respectfully submitted,

Kathie Tanner, Secretary