STAFF

ADVISORY

COUNCIL

OSU STAFF ADVISORY COUNCIL MINUTES

October 11, 2006, 408 Student Union, Case Study 1


Absent:     Blackburn, Curtis, Ford, Hale, Reim, Teague

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

Carey asked for approval of the September minutes. Sherril York pointed out that OSU is self insured, not self assured. A motion was made to approve the September minutes as corrected, seconded and approved by a voice vote.

Carey announced that there were some changes on the agenda. We will discuss insurance changes under Old Business. A motion was made to approve the agenda as amended, seconded and approved by a voice vote.

E-Group Update – Dr. Steve McKeever, VP for Research
Dr. McKeever was not in attendance therefore there was not an Executive Update

Branch Campus Reports
OSU-CHS – Sandra Hale
Sandra was absent; however, she had a short report in an e-mail that Carey read. The Staff Council has ordered OSU-CHS cookbooks and will sell them to raise funds for their scholarship fund. The council is also sponsoring a Chili and Cookie Cook-Off on October 25th to raise funds for United Way.
OSU–Okmulgee – Allen York
Allen reported that the 11th Annual Advancing Technologies Showcase will be held October 12th. High school students from Oklahoma and Arkansas will be there.

OSU–OKC – Ronda Reece
Ronda reported that they had over 60 people at their first meeting. Concerning the Wellness Rewards program, they are trying to make allowances for employees to have longer lunch hours so they can go exercise. This will be decided by the individual supervisors. The website for the council has been launched. They had a Faculty Senate Rep at their Staff Council Meeting. IT is doing a voice mail change over. Their voice mail message will be sent to their e-mail address. This change will be discussed at the next council meeting.

OSU-Tulsa – Karen Castle
Karen mentioned that the United Way Luncheon to kick off the United Way campaign will be held October 12th. On November 1st, they will have the Topping Out ceremony on their new ATRC building.

Report of Standing Committees

Rules & Procedures – Lori Wieder, Chair
Lori had no report available. Carey did ask Lori to update the member roster with the information for the new members.

Awards & Recognition – Becky McIntire, Chair
Becky is sending around a sign up list to help on Staff Awards Day. She is also sending out a list for members to work the booth at Walk Around which will be October 20th. The walk around booth and the electricity will be free. Therefore, all money we make will be pure profit. She asked that baked goods be brought to any member working the early shift, except Lynette who will be out of town during the day. The location of the booth will be known after tomorrow, the 12th. Katie will be attending the Safety meeting and finding out all that information.
We made $129 on the Orange Peel Raffle tickets.

Policies, Benefits and Budget – Leslie Miller, Chair
Leslie reported that the proposed policy 3-0710, Corrective Actions and Dismissals for Staff is still in committee because of additional questions. If anyone has any comments about this policy, please see Leslie.
Their committee also discussed alternatives to the increased Health Insurance Costs. The staff needs to be aware of Sooner Care as an alternative in insuring their children. According to Kay Ensign from Benefits, Sooner Care is considered a group insurance therefore there would be no concern about the pre-existing condition. One of the ideas was if OSU could subsidize fees to the Wellness Center and University Health Services to help reduce costs for staff. Another option was to offer catastrophic insurance as an option instead of dropping insurance on dependents.
Concerning the Budget Committee Meeting, the state allocation should be a decent amount. There is a program to increase faculty salaries called Restore, Reward, and Grow. There was a suggestion made to have a similar program for staff. There was much discussion concerning a raise program and rising health insurance rates.
Some educational institutions are trying to form a coalition to help with rising healthcare costs.
The rumor about the increase in long term disability rates was brought up. Kay said that the information about the new rates would be sent to staff in November. It was asked if we could bring the new rate information back to our offices and inform staff
about them. That was approved by Kay. There was also some discussion about long term disability and how it works.

Public Relations – Hank Welliver, Chair
Hank had no report. Tara ordered shirts for the new members from Stillwater Screenprinting and they were handed out at today’s meeting.

Faculty Council Report
Leslie attended the Faculty Council Meeting. The administration didn’t approve the recommendation for the Tuition Program. Dr. Bosserman asked the faculty council for a business plan for the Tuition Program. Greg Bell said that the council would be happy to provide that information. There are 3 recommendations before the Faculty Council.

1. OSU logo – Faculty does not like the slanted “O” in the new logo. They have asked if the faculty and administration could use the old logo at their discretion for their business cards and other printing needs. There was discussion concerning whether SAC should also pass a recommendation and agree with the Faculty Council. They are not asking for a change in the logo, just would like to have more options. SAC is deciding to stay neutral regarding this recommendation.

2. Legislative Priority – Faculty Council recommended that the top legislative priority for the next year was to bring up faculty and staff salaries to the Big 12 average. That passed at faculty council.

3. Electronic Posting of Budget and Salary Documents – Faculty council recommended that the budget and salary documents be posted on the web electronically. Those with O-key passwords would have access to these documents. It was brought up that this is only the salaries at 1 point in time. It does not include the raises. Faculty council is looking for SAC agreement. It was decided that SAC would move this recommendation to new business.

Distinguished Service Award Update – Tara Graham
Tara sent out a big Thank you to her committee members for all their hard work in a short time frame. Those members were Bea, Bonnie, Carey, Greg, and Laura. The deadline for applications was extended from September 29th to October 4th. There were 24 nominees for the Administrative and Professional category. There were 15 nominees for the Classified/Clerical category. There were 12 nominees for the Classified-Service/Maintenance category. And there was 1 nominee for the Classified-Trades/Technical Paraprofessional category. The finalists were chosen by Monday, October 9th and later interviewed 5 of the finalists. The winners have been selected. Carey thanked Tara for her hard work. She was elected vice-chair and immediately thrown into this project.

Old Business
SAC Proposals – Parking Permit Recommendation – Carey informed the council that this recommendation has been sent to Administration.

Sac Blood Drive – There were 25 people signed up for the blood drive. Not all of them were able to donate.

Insurance Changes – Kay Ensign from Human Resources was at the meeting to explain 2 of the insurance changes.

1. Flex Benefits – There was a new IRS ruling regarding the Flexible Benefits program. An employee will enroll for 12 months, make 12 months of
contributions. The employee will have 14 ½ months for medical services and use the money. After enrolling, staff will receive information on the debit card and what is allowed or not allowed. Kay suggests that you keep all receipts from using the debit card in one place in case you are ever audited by the Flex Benefits program.

2. Supplemental Life Insurance Rates – The rates are increasing. There is a 1 time special opportunity to enroll without having to prove good health. Your benefit may be 1 times your annual salary not to exceed $100,000.

New Business

Seat New Members – We are seating new members for 3 seats.

1. Classified seat in Administration and Finance – Nathan Moorman works in the carpentry department of the Physical Plant. This seat will run through 2009.
2. Classified seat in Student Affairs – Jana Allen works in University Counseling Services. This seat will run through 2009.
3. A/P seat in Enrollment Mgmt/Marketing/EREDF/Gen Univ/Research – Jason Pogue works in the Vice President for Research department. This seat will run through 2007. Jason is filling the term of Jeremy's seat.

A motion was made to seat these members, seconded and approved by a voice vote. Hank will get their shirts ordered from Stillwater Screenprinting.

Smoke Free Campus – Tara and Carey met with Faculty Council officers, SGA officers, and the Graduate Student Government officers for a brainstorming lunch. They discussed various concern and goals of each of the groups. SGA wants a Smoke Free Campus. They asked SAC for their agreement. A comment was made that before the campus becomes totally smoke free, the current rules on smoking need to be enforced. The example that was brought up was the 25 foot rule. If the campus does go smoke free, administration needs to offer some quitting support to the staff and students. It was also mentioned that it should include all tobacco products, not just cigarettes. After much discussion, it was decided that the council will vote on this next month.

Harvest II – The Harvest II food drive will run from November 1st through November 14th. In the past, Can OU has been a big portion for this food drive. However, with the football schedule this year; that will not work. SAC will help with the advertising and recruit volunteers to collect food at the Chi-O clock.

Posting of Salary Information – Faculty Council would like to post this information on the internet and restrict access to those with an o-Key password. After much discussion, it was decided to take this information to our departments and vote on it at the meeting next month.

Announcements

The website is being continually updated.

There being no further business to come before the Council, motion was made, seconded and approved to adjourn.

Respectfully submitted,
Lynette Venard, Secretary