Staff Advisory Council Minutes
September 12, 2018 @ 1:15 pm
Room 412 SU - Council Room.

Guests: Brenda Quiring, Robert Raab, Christa Louthan

Call to Order: Melanie Bayles called the meeting to order at 1:16 pm

Roll Call: We had 19 members present.

Approval of Minutes: August 2018 minutes were approved

Approval of the Agenda: Agenda was approved

Guest Speaker: Stop the Bleed- Brenda Quiring See Attachment A
First Year Success – Robert Raab See Attachment B
Human Resources – Christa Louthan See Attachment C

SAC Orientation: Melanie Bayles- Structure
  Expectation
  Absences

Officer Reports:
  Treasurer Report: Sarah Axtell
    • No report
  Secretary: Ashleigh Hall
    • No report
  Vice-Chair: Tashia Cheves
    • SAC Spotlight: Kristi Wheeler
    • Once the E-team makes a decision on new shirts, an e-mail will go out for sizing.
  Chair: Melanie Bayles
    • SAC Orientation
Branch Campus Reports:
OSU-Tulsa/CHS: David Juergens See Attachment D
OSU-OKC: Keri Smith – See Attachment E
OSUIT-Okmulgee: Briana Johnson – No Report

Reports of University Committees:
Faculty Council Report: Jordan Bonstrom See Attachment F
GPSGA: Courtney Whited – No Report
Department of Wellness: Kim Beard – Tours are available of the newly updated Colvin Recreational Center and tours of the Seretean Wellness Center can be requested. See Attachment G

Unfinished Business:
None

New Business:
None

Announcements:
Stuff the Bus will be Friday, September 14th from 9:00 AM- 7:00 PM

Next Meeting – October 10, 2018. 1:15 PM in the Student Union Case Study 2 Room 416.

Adjournment: Meeting was adjourned.
Background:
Motivated by the 2012 tragedy in Sandy Hook and multiple tragedies that have occurred in the ensuing years, what has become known as the Hartford Consensus was convened to bring together leaders from law enforcement, the federal government, and the medical community to improve survivability from manmade or natural mass casualty events. The resulting injuries from these events generally present with severe bleeding which, if left unattended, can result in death. The participants of the Hartford Consensus concluded that by providing first responders (law enforcement) and civilian bystanders the skills and basic tools to stop uncontrolled bleeding in an emergency situation, lives would be saved. The first responder program has received very good response and is widely being used across the country. The next step is to focus on needs of civilian bystanders.
Background:
Motivated by the 2012 tragedy in Sandy Hook and multiple tragedies that have occurred in the ensuing years, what has become known as the Hartford Consensus was convened to bring together leaders from law enforcement, the federal government, and the medical community to improve survivability from manmade or natural mass casualty events. The resulting injuries from these events generally present with severe bleeding which, if left unattended, can result in death. The participants of the Hartford Consensus concluded that by providing first responders (law enforcement) and civilian bystanders the skills and basic tools to stop uncontrolled bleeding in an emergency situation, lives would be saved. The first responder program has received very good response and is widely being used across the country. The next step is to focus on needs of civilian bystanders.

Need:
Civilians need basic training in Bleeding Control principles so they are able to provide immediate, frontline aid until first responders are able to take over care of an injured person. Due to many situations, there may be a delay between the time of injury and the time a first responder is on the scene. Without civilian intervention in these circumstances, preventable deaths will occur.

Mission/Objective:
The American College of Surgeons Committee on Trauma is leading the effort to save lives by teaching the civilian population to provide vital initial response to stop uncontrolled bleeding in emergency situations. This will be accomplished by the development of a comprehensive and sustainable bleeding control education and information program targeted to civilians that will inform, educate and empower the 300+million citizens of the United States.

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Shared Leave

Wednesday, September 12, 2018

Current Leave Use

- 11.48 days of sick leave
- 12.14 days of annual leave
- 9.9% of work hours available

0.32% of population used LWOP

- Average Sick Leave Balance: 515.21 hours (64.4 days)
- Average Annual Leave Balance: 130.18 hours (16.27 days)
- Average Years of Service: 7.98

A&M Institutions

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CU - PTO program offering 17-33 days of PTO with max of 42. 11 holidays.

Options and Realities

- Budget — 24.3% since FY2015
  - https://bmokstate.edu/operating-budget
- Benefit allocation review and rebalancing
- Policy reviews — comparisons with other institutions and use of leave
- Administration of a Shared Leave Bank or Program
- Short Term Disability option

Budget has been cut by 24.3% since FY15.

Shared Leave = New Benefit Offering

New Benefits = Rebalancing of All Benefits
President Burns Hargis, Regent Calvin Anthony and CHS President Kayse Shrum announced Tuesday the receipt of a profoundly generous gift from The Anne & Henry Zarrow Foundation. The Anne & Henry Zarrow Foundation gifted five floors in the Legacy Plaza West Tower located at 5330 E. 31st Street in Tulsa, adding more than 48,000 square feet to our campus. Although plans are preliminary and are subject to change, we envision re-locating to the Legacy Plaza West Tower the:

- Department of Psychiatry and Behavioral Sciences
- Center for Wellness & Recovery
- Center for Integrative Research on Childhood Adversity
- Project ECHO
- Telemedicine

We expect renovations to the Legacy Plaza West Tower to be completed by fall 2019.

The CHS campus footprint has grown tremendously over the past few years. We opened the Oklahoma City office in spring 2017 and are currently working with the Cherokee Nation to establish an additional location in Tahlequah. Dr. William Petit, Dean of Rural Health will oversee operations. We are currently in the process of hiring faculty and some administrative staff to the Tahlequah location. This will serve as a branch campus for the College of Osteopathic Medicine.
Hello all!

Staff Council at OSU-OKC has been pretty busy lately! Here are a couple of the things we have achieved/addressed since the last SAC meeting:

We are pending* approval from our administration team to change our Staff dress code to include jeans as part of our regular dress. We have opted to update the dress code portion of the handbook to read as “business casual with the inclusion of jeans and Pride day dress” as part of our regular dress code policy. Sometimes formal dress can intimidate students, so we feel that this update is a win-win for breaking down barriers between campus employees and students as well as a morale-boost for staff on campus to feel more comfortable with the relaxed dress code. *(I say pending because we have not made any official changes to the dress code or handbook yet, but we are so almost there!)

The OSU-OKC Farmer’s Market has been doing AWESOME lately! In the words of our Farmer’s Market manager, Cody Yount:

“The OSU-OKC Farmers Market has been selected as the Best Farmers Market three years in a row by the readers of the Oklahoma Gazette. Recently, an OKC-based restaurant was selected as the best new restaurant in the country! Our market was featured in their promo video, and we were also included in an article about must visit stops in Oklahoma in the same issue of the magazine!”

Our Farmer’s Market has been hosted year-round on OSU-OKC campus for the last 22 years. Days of operation are every Saturday with seasonal hours as follows: April-October: 8:00am-12:00pm and November-March: 9:00am-1:00pm.

Lastly, our entire campus recently attended an all-day training by the Disney Institute (yes, like the movies and Disneyland and stuff). All full-time faculty and staff were encouraged to attend and we saw a little over 200 actual attendees (which is great for our little campus!). The topic of our training was “Quality Customer Service” and we learned a great deal about how to better assist our students, refine our processes, and implement policies to continue earning an A+ in serving our students and community.

While I could say a great deal more about our campus, I think that covers most of what we have been up to lately. We have a great group of individuals serving our campus and Staff Council, and I have zero doubts that we’ll have more great things to come!

Keri Smith
Anatomy Lab Technician | OSU-OKC
Vice Chair | Staff Council
Tel: 405-945-5119 | Email: keries@osuokc.edu
Office: Science Dept. 300C | 900 N. Portland Ave. | Oklahoma City, OK | 73107

*Do not just say your demons; dissect them and find what they've been feeding on." —The Man Frozen in Time
Facilities Management Administration Report
Ron Tarbutton, Chief Facilities Officer

- OG&E bringing power to the baseball stadium
- Café Libro in the OSU Library has been renovated
- Cordell Hall has been taken down and that area is now a parking lot.
- Morrill Hall windows have been replaced on the 3rd floor, and plans are to replace all of the windows in the building.
- Lot 27 (where the cooling towers were located).
- Physical Sciences – roof replacement
- A & E lab renovations are done
- Student Union cupola renovations are ongoing; scaffolding will be removed before Fall graduation.
- Elevator remodels have been completed in:
  - Ag North
  - Ag South
  - HS freight elevator
  - Interior cab upgrades
- Athletic training area – east of tennis center; flat greenspace for tailgating.
- 4th St. Garage landscaping added
- Parking Lot 10 landscaping added
- Business landscaping completed
- Soccer stadium is in progress
- CEAT Endeavor Lab has been completed.
- Pet Posse Celebration Garden dedication to be held August 26, 2018; located southwest of Edmond Low Library
- Parker Hall – updated landscaping
- Scott Hall – power-washing and caulking all windows
- Obelisks at the entrances to OSU have been power-washed.
- Math Sciences – retaining wall
- Willard – new AHU
- Library – new CHW pumps
- HS patio repaired
- Chi-O clock maintenance performed
- McKnight Center due to open Fall 2019 with early summer move-in; New York Philharmonic coming to open the McKnight Center in October 2019.
- OSU Cross Country Track to host 2020 National Championship.
Bronze statue located in Pet’s Posse Celebration Garden southwest of Edmon Low Library.

OSU President’s Report

President Burns Hargis

- Out-of-state enrollment increased 36% in Fall 2018.
- Overall enrollment is up 30% this Fall 2018.
- The 100,000th passenger at Stillwater Airport was celebrated Monday, July 30; and, an anniversary party was planned at the terminal Friday, August 24.
- OSU trumpeters won at national/international competition this summer.

Additional Reports

- Kim Beard reported opportunity for training and mental health support.
- Background checks were being performed with Graduate Research Assistants (GRA) and Graduate Teaching Assistants (GTA).
- Overall GPA vs plan-of-study GPA changes are being considered.
- Lee Byrd is to retire in December 2018 and Gary Clark is heading the search committee for her replacement.
- Mitch Kilcrease is leaving OSU for Florida State University.

Submitted by Jenny Cundiff, SAC Representative (9-11-2018)
The Department of Wellness

EMPLOYEE PROGRAMS

**Wellness Wednesday / Sept. 19, noon-12:50pm**
Join Rachel Dominiack, CPA, and learn about Financial Wellness. In this session, we will discuss ways to make long-term changes to your personal finances.
Application deadline: September 14 at noon.
To register call the Seretean Wellness Center 405.744.WELL (9355) Monday-Friday 8-5 pm.

**Vision Board Workshop / Sept. 25, 5:30-7:30pm**
Want to learn and experience a fun way to clarify and visualize your goals and dreams? A vision board is a visualization tool that you create to help you focus and move yourself closer to what you want for yourself and your life.
Application deadline: September 21 at 5:00pm.
To register call the Seretean Wellness Center 405.744.WELL (9355) Monday-Friday 8-5 pm.

**Jack-O-Lantern Jog / Oct 20, 2:00pm**
The Jack-O-Lantern Jog is a family-friendly fun run/walk/jog (1 mile) event that is held in the beautiful botanical garden at Oklahoma State University. Come dressed in costume for your chance to win one of the giveaways from the raffle.
Application deadline: For guaranteed shirt, October 15 at noon.
To register call the Seretean Wellness Center 405.744.WELL (9355) Monday-Friday 8-5 pm.

**Ted Talk Tuesday / Oct. 23, 12:15-12:45pm**
Join us as we watch and discuss How to Be Happy Every Day: How Will Change the World. How do we get to happy? Jacquelinne Way, founder of 365give shares a secret to happiness so simple a 3-year-old can do – 15 minute viewing followed by 15 minute discussion.
Application deadline: October 19, at noon.
To register call the Seretean Wellness Center 405.744.WELL (9355) Monday-Friday 8-5 pm.

**AHC WELLNESS INNOVATOR TRAINING**
Innovators contribute to OSU – America’s Healthiest Campus® - by communicating, engaging, and collaborating within their departments. Encouraging healthy lifestyles while at work - where we spend most of our time – benefits OSU’s employees, students, and communities.
Application deadline: October 19. Training: October 26, 8:30am - 12:00pm.
Complete the online application at okla.8/4/14InnovatorTrain2018