

Faculty Staff Council
Minutes
January 23, 2007

Present: Felix Cuellar, John Pemberton, Kurt Stenstrom, Leah Torbett, Sareca Wilson, Punkin Boss, Eric Cunningham, Jenny Duncan, Bruce Force, Larry Singleton, Allen York, Lori Freeman, Sergio Lyon

Absent: Maria Christian (Excused), Melissa Dreyer (Excused), Stevon Gregory, Danna Martin (Excused), Roger Shepherd, Brandon Thrash (Excused), Angie Been (Excused), Bill Martin (Excused)

Meeting was called to order at 11:35 a.m.

Leah Torbett took roll call. Jenny Duncan asked guests to introduce themselves: Matthew Vianes, new recruiter, Kristie Walker and Ashley Roberts from Counseling services, Kristie McCall, new HR director, Sharon Smith, public relations and Steven Rubert, Student life. Jenny asked for approval of November minutes. Bruce Force made motion to approve. Sareca Wilson seconded the motion. All approved.

Jenny offered a COO update. She reported she is now on the selection committee and had submitted questions via email suggested by FSC to Bob Whitson, Chairperson of the COO Search Committee, but had no response. She asked if she could release names of candidates, but was told not to until reference checks were complete.

Jenny then appointed 2 new staff members, Sharon Smith and Steve Rubert.

HR Report

Kristie McCall reported that W2 forms will still be on campus by January 31st even with the break for weather.

Administrative Council Report

The January meeting was cancelled. At the December meeting, the Muscogee Creek Tribal College presented to council. Jenny briefly explained the purpose of the Tribal College to the FSC and many members were interested. Jenny will ask a representative from the Tribal College to present to the Council next month. CIS update: Lori Bryant will now be responsible for the telephone services, new employee orientation, and customer service training with the assistance of Bruce Christenson. Jenny reported there was a new draft of a “key” policy to keep better track of campus keys. Jenny explained that Bob Seebeck gives a “Physical Plant Update” at the Administrative Council meeting, and that he was willing to come to the FSC meetings to give an update as well. The Council agreed to have Bob S. come.

OSU Faculty Representative Report

Danna Martin was unable to attend due to class schedule, but wanted Jenny to mention the concept of “F!”, and to see if we would like to explore that would be useful for our campus. The F! indicates academic dishonesty, and a student could have that removed if they retook the course.

OSU Staff Representative Report

No report given.

Faculty Committee Report

Felix Cuellar announced he will issue an open invitation for all faculty members to attend a meeting intended to recruit participants for this committee. The group will meet February 13th at 11:30am in the Student Senate office, Student Union, to discuss issues and concerns of the faculty.

Staff Committee Report

Jenny announced that Sandy Beam had resigned from the Council, and that this chairperson position is currently open. Nominations were accepted. Sergio Lyon nominated Punkin Boss. The motion was seconded by Felix Cuellar and all approved.

Policies and Benefits Report

Eric Cunningham reports the no smoking signs appear to be making a difference in keeping people from smoking at entrances to campus buildings. He passed on a request from campus police for the FSC to become involved in keeping residents in dorms from parking in loading zones that are left open for vendors. After this week, campus police will begin issuing citations for students parked in this yellow zone (it appears students are contesting these citations because they were unaware of the function of the yellow zone). John Pemberton suggested that students be given a handout that explains the color coded parking zones and the consequences of those violations. Jenny suggested that Eric write up a proposal for the Council to review and then action would be considered.

Public Relations Report

Jenny announced this chairperson position is currently open. Nominations were accepted. Felix Cuellar nominated Sharon Smith. Sergio Lyon seconded the motion and all approved.

Rules and Procedures Committee

No report given.

Health & Wellness Report (Special Committee)

Bruce Force shared that this committee will meet this month to continue efforts to improve the health status of university employees. He reported on the some of the new activities at Covelle Hall and the success of the Pilates classes offered by Doreen White. He and his staff will continue to evaluate the times of the services offered by Covelle Hall and may look to make some changes next month based on usage of the facilities. Bruce reported a good response by employees who took advantage of the BMI test offered this month and encourages people to sign up for the health risk assessment in February.

President's Report

Dr. Klabenes was unable to attend due to a prior commitment.

Old Business

Jenny reminded the Council that we are still looking for nominations for a Chair-Elect (must be Faculty) of the FSC. No nominations were offered.

The Tobacco Free Workshop originally scheduled for December was cancelled due to weather but will be rescheduled and brought to campus. More information will be provided at a later date.

New Business

Jenny reminded the Council that if any member requires any supplies there is money in the budget for those supplies so let her know.

Please note that we are still in the process of creating a proposal for this picnic to Dr. Klabenes, and upon his approval we will move forward with the following:

The Employee Picnic committee has met once and will continue to meet weekly until plans are finalized for the event (pending approval). Tentatively, the picnic is set for March 16th, the Friday before Spring Break, from 11:00am to 3:00pm (again, pending approval). It will be similar to an event the university sponsored years ago (Pond Picnic) but will only be for employees. The intention of this event is to boost employee morale and to promote connectivity. We will have hamburgers, chips, baked beans, drinks, dessert and lots of games. **(The date has changed to June 20th)**

Next meeting is set for February 20th.

Motion to adjourn made by Felix Cuellar, seconded by John Pemberton.