

Faculty/Staff Council
Minutes
July 18, 2006

Present: Maria Christian, Felix Cuellar, Stevon Gregory, Bill Martin, Dana Martin, Eric Cunningham, Jenny Duncan, Bruce Force, Gary McGowin, Sr.

Absent: Pam Wedel (excused), Gerald Baker (excused), John Pemberton (excused), Sareca Wilson (excused), Melissa Dreyer (excused), Punkin Boss, Sandra Beam (excused), Angie Been, Allen York, Misty Rogers, Sergio Lyon

Bill Martin moved to approve the May minutes. Dana Martin seconded. All approved.

Guests

Jenny Duncan had the guests introduce themselves. We had Bavette Leeper from Human Resources. Pat Braithwaite, Vice President for Student Affairs, introduced guest Robbie Vanhooser, Christy Walker, Counselor, and Debbie Kinsey, Director of Student Services.

Jenny Duncan moved to appoint Brandon Thrash to the council. Gary McGowin approved and Bruce Force seconded the motion. All approved.

Grady-Clack Student Success Center (One-Stop)

Pat Braithwaite discussed the various services at the center and emphasized how everyone should encourage students who are lost or who have questions to visit the center. The idea behind the center, he said, is to provide a place for students to go in order to get their questions answered without the “boomerang” effect. Dana Martin asked if there is a contact person to verify passwords on campus. Pat said the entire campus is using the O-Key account system. He told the council to refer students with password questions to either the library or to CIS.

HR Report

Bavette Leeper stated there is progress toward an incentive plan. She stated there is still nothing approved to date. She will keep the council updated on the progress. She also stated an implementation committee has been formed to establish Work Keys certificates.

Administrative Council Report

Jenny Duncan said wireless internet is now fully implemented in several departments. Phase 1 includes the following departments: Noble Center, Donald W. Reynolds Technology Center, Information Technologies/Engineering Technologies, Science and Technology, Visual Communications, Construction, Air Conditioning and Refrigeration, and the Library/TLC. Phase 2 includes the following departments; these departments do not have wireless to date: Health and Environmental Technologies, Hospitality, Automotive, HEVi, and the Student Union. Several council members stated concerns with accessing the wireless internet on campus because of problems with logging into the system. Jenny stated CIS is aware of the concerns and is working to correct the issue. Jenny stated a print management product has been discussed. She said it will be

monitored this last month of printing, and issues with print management will be discussed at the next meeting. Jenny said September 4, 2006 is Move-In Day, and they are looking for volunteers. Though September 4th is Labor Day, Jenny said it is voluntary and even helping for a short time would really help. She also stated polo shirts will be distributed for volunteers who help with Move-In Day. She said Ken Morris discussed the budget, and Mary Millikin gave an assessment report. Also, she said Lori from CIS stated that starting in the Fall students would have an H drive. Also, from Lori, CIS is hoping to implement a satisfaction survey for CIS customer service related issues, and the OSU system will have a new website.

OSU-Stillwater Faculty Report

Dana Martin said there was no meeting in June or July. However, based on email communications, she said the President of the Stillwater Council, Tom Philips, updated everyone on a change at one of the dorms. New to Stillwater is one dorm dedicated to being “drug and alcohol free.” She said the dorm is a place for recovering alcoholics and drug users. She stated Alcoholics Anonymous is involved.

OSU-Stillwater Staff Report

Felix Cuellar stated the meeting involved discussing ways to improve communication and interest in the council. Felix stated there were a few main themes in the meeting. First, they discussed the question of release time to facilitate participation in the council. Secondly, they discussed the question of a universal or coordinated lunch hour to facilitate participation in the council. Also, Felix asked about how to address issues concerning faculty. He inquired as to whom these concerns be addressed, and he mentioned the incorporation of an organizational chart as a helpful tool. Next, Felix inquired about funding. He stated expenditures are being made, but is there information relating to accounts and how they are used? Felix mentioned BOB (Big Orange Bus) for the Okmulgee campus, as an example. Felix told the council they are prioritizing faculty questions. Kurt Stenstrom said he wants to target key faculty in each department and meet at a specific time. Jenny Duncan stated that recommendations first should be brought to the council, and then they may be passed either to Dr. Bob Klabenes or to Dr. Linda Avant for further discussion.

Policies and Benefits Report

Eric Cunningham said he had nothing to report at this time.

Health & Wellness Report (Special Committee)

Bruce Force said they are still working on a budget. He stated he has been discussing establishing a Wellness Center similar to one at OSU-Stillwater. He also discussed the incorporation of Health Risk Assessment. He stated that the culinary department has discussed serving healthier foods. Next, Bruce discussed finding ways to help people workout. He stated since gasoline is expensive and not everyone wants to workout in Covelle Hall, he has been talking to various gyms in Tulsa and Okmulgee. He hopes to establish discounts for faculty at certain gyms. For example, he has spoken with representatives from Curves for Women in Okmulgee, Weight Watchers and the YMCA. Bruce stated he is still working on bringing in a physical trainer once a month. He added

that there would be a questionnaire to determine peoples' needs and comments about having access to a personal trainer on campus.

President's Report

Dr. Bob Klabenes reiterated the importance of the Grady-Clack Student Success Center. He stated several prospective students have already visited the center this summer. Dr. Klabenes complimented Bruce Force and Steven Rubert for having so many student activities on campus. He stated President Schmidly recently discussed the Oklahoma Centennial and the development of a table-top, picture book about the OSU system. Rex Daugherty is working on contributing images to the book. The book should be available by December 1, 2006 for anyone wanting to purchase it for the holidays. Next, he spoke briefly about the budget and reminded the council that he sent a detailed email about the budget. He asked for any questions about the budget and/or email. He said there have been new requests for filling faculty positions; however, he wants to be cautious due to funds. He stated it is recommended to continue doing more one-time expenditures versus recurring expenditures. He then spoke about the slight increase in tuition for OSU-Okmulgee students. He stated the increase is approximately \$2.20 per credit hour. He then stated the salary program for faculty and staff was approved. The salary program equated to an increase of 3.5 percent. He then stated the Rural Health Center is getting help with a geothermal system. He said the system should be a good instructional tool for students. Next, he said the Arts and Sciences Research and Marketing Firm members are collecting good data about the school. He said they are researching peoples' perceptions about OSU-Okmulgee versus reiterating old information. Regarding the Rural Health Center, Felix Cuellar asked if open meetings would be allowed to discuss progress with faculty and staff. Dr. Klabenes said "yes."

Old Business

Jenny Duncan said she is working on the August Association meeting that will be held in the cafeteria. She asked the council if breakfast, lunch or brunch is best. Lunch was recommended. Jenny said she would email updates about the menu and price later. Jenny asked if there was a recommendation to elect a chair-person elect for faculty. She said she would table this issue until the next meeting. Dana Martin asked if we could have a universal lunch hour on campus. Dr. Klabenes said we would have to look at the issues and ramifications of this request. He recommended a universal lunch hour within the departments, but the issue needs further discussion. Jenny Duncan said the Outstanding Faculty Award committee will be meeting to discuss the process of awarding outstanding faculty. Jenny said the process was developed by staff, and the committee is hoping to revisit the existing process and make recommendations for change. Jenny said she has only one prize left for the monthly drawing. She asked all council members to go to at least one place and ask about donations. She stated if everyone visited one place, they could potentially have enough prizes for next year.

New Business

Jenny Duncan asked Brandon Thrash to draw two names from the monthly drawing box. The monthly drawing was for a certificate from Café on the Square. The winners of this

month's award were Sandra Thompson, Library Coordinator, and Claire Pemberton, Science Faculty.

Bruce Force moved to adjourn and ? seconded. All approved.

Meeting adjourned at 12:50 p.m.