

**Faculty/Staff Council**  
**Minutes**  
**September 18<sup>th</sup>, 2007**

1. Meeting called to order 11:35 a.m. Danna Martin moved to begin; Felix seconded. All approved.
2. **Present:** Jenny Duncan, John Pemberton, Steven Rubert, Sharon Smith, Felix Cuellar, Sergio Lyon, Danna Martin, Leah Torbett, Punkin Fisher, Kevin Hulett, Lori Freeman, Louise Lee, Allen York  
  
**Absent:** Angie Been, Melissa Dreyer (Excused), Stevon Gregory, Maria Christian (Excused), Brenda Lewis, Mark Rodriquez (Excused), Sareca Wilson (Excused), Melanie Champion, Bruce Force (Excused)
3. Leah Torbett called for nominees for a new FSC Secretary. Louise nominated Jenny Duncan, Punkin seconded. All approved.
4. Leah called for nominees for a new FSC Chair-Elect. Jenny mentioned it must be staff, and that that person did not have to be named today. No nominees were put forth. Leah tabled to next month.
5. **Guests:** Bob Seebeck & Jana Martin
6. **Approval of July Minutes**  
John Pemberton moved to approve the July minutes, Punkin seconded, all approved.
7. **Approval of August Minutes**  
John moved to approve the July minutes, Louise Lee seconded, all approved.
8. **Physical Plant Update**
  - Rural Health Science and Technology Center  
OSU- Okmulgee Rural Health Science Technology Center will be constructed using a construction management firm. Firm will be required to bring the building within the budgeted money.  
Regents selected Nabolz Construction for the project. Manhattan Construction was the 2<sup>nd</sup> firm on the list.  
OSU Architectural Services are negotiating construction management fees with Nabolz. Once an agreement is reached construction is projected to start in Dec. 2007 and be completed in December 2008.  
Regents have limited construction fees at 6% of the total construction cost.
  - Grady Clack – Everyone is moved, but more clean-up is needed.
  - Campus Signage – Waiting on the vendor.
  - Copy Center – Moving to Student Union (where Bursar's was), but tile will be put down first.
  - Next Project – IT/ETD Building, Lab; Room 11
  - Discussion - Felix mentioned Construction being overcrowded in the classrooms; Jana Martin said Nursing was as well. Bob Seebeck said that moving some stored

items may help alleviate some of those issues. It was also mentioned that a new 5000 sq. ft. building will be built in the future for Construction Technologies.

**9. OSU Faculty Representative Report**

- OSU-Stillwater would like for 100% of their students to study abroad.
- OSU-Stillwater will be tobacco-free by July, 2008.
- A proposal for reduced tuition for employees was rejected.
- More and more students are graduating within 4-5 years.
- They are “un-naming’ Murray Hall due to Murray saying some racial things.
- They are considering a policy on when an employee is hired; they would look at the spouse being hired on as well. (The OSU-Okmulgee FSC did not favor this.)

**10. OSU Staff Representative Report**

- HealthChoice paid for some things that BlueCross will not (see attachment).
- Gray Shutt, Communications Director, OSU-Stillwater reported 827 million in new construction/renovation projects over the next 5 years.

**11. Faculty Committee Report**

No Report

**12. Staff Committee Report**

Punkin mentioned the Staff Committee has been working on the Employee Birthday Luncheon.

**13. Policies and Benefits Report**

- Brenda Lewis has been nominated, but has not committed.
- Leah tabled filling this chair.

**14. Public Relations Report**

- She has not worked on anything since the FSC Luncheon.
- Update on the Policies & Procedures Committee, chaired by Dr. Linda Avant – They are continuing to edit and make grammatical corrections to OSU-Okmulgee’s Policies and Procedures.

**15. Rules and Procedures Report**

Vacant

**16. Health & Wellness Report**

- Bruce was unable to attend due to a prior commitment, but Leah reported that Bruce is forming a Tobacco-Free Committee. Wren will be surveying students in the future, and Bruce is going to add a couple of questions about becoming tobacco free on that survey.
- Fitness Challenge – They have had their initial consultation. They are meeting with a trainer twice a week.

## 17. President's Report

- Dr. Klabenes opened by asking if anyone had any questions of him.
- Felix said they were bulging at the seams (i.e., Steve Neal is moving to a new building, classroom was made for 16, but there are 45 students in there); Dr. Klabenes said there are future plans for 2 new 5000 sq. ft. buildings; one for Natural Gas Compression, and the other for Construction Technologies.
- Felix also asked about space in the Reynolds Building. Dr. Klabenes replied that for ABET accreditation; part of the criteria is that those Faculty have private offices. Also, it was mentioned that ETD is lacking classroom space as well.
- Dr. Klabenes would like to focus on a capital fund drive in the near future.
- **Tobacco-Free Campus** – A high percentage of our students use tobacco. We have to be strategic, and cannot make a short-term decision. We need to know the impact, because we do not want to lose tuition paying students.
- **Statehood Day** – He is discussing this with Division Chairs, but they have not reached a decision. The Governor did declare it a state holiday, but we are not considered a “state office”. Most K-12 schools are not taking the day off. One of the main issues is the timing, particularly for the 8 week classes. November 16<sup>th</sup> falls on a Friday, and the following week, students will be dismissed for Thanksgiving Holiday that Wednesday, Thursday, and Friday. There's a concern that if they are off on that Friday, they may not come back just for that Monday and Tuesday. For the 8 week class, you've same as lost 2 weeks. Also, Statehood Day should be about recognizing our Statehood, and not just another day off. Danna mentioned that we should host some special events that day.

## 18. Old Business

- **FSC, Financial Report** – Tabled to next meeting.
- **Campus Phone Book** – Set to print on September 28<sup>th</sup>. A rough draft will be sent to the departments next week for accuracy.

## 19. New Business

- **Employee Parking** – Not feasible at this time.
- **Meet & Greet** – Tabled to next meeting.
- **Vice-President, Academic Innovation & Performance** – The committee has not made any recommendations to him yet.

**Next meeting scheduled for October 16<sup>th</sup>, 2007**