

Staff Advisory Council Minutes

October 28, 2015

10:00 a.m. Centennial Center, Executive Boardroom

REGULAR BUSINESS

Call the meeting to order: The meeting was called to order at 10:00 a.m.

Announcement of Filing Meeting Notice and Posting of the Agenda

The meeting had been properly posted on the website and in the President's Office 5 working days before the scheduled meeting date.

Roll Call/Announcement of Quorum Members present: Lyndsay Coates, Grady McFadden, Paul Dunham, Nancy Page, Chris Fairchild, Lynsey Simmons, Ronna Hatley, Jennifer Sterling, Amy Hendrix, Dawn Tatro, Eddie Jackson, Mary Van Diest, Daniel Marangoni, Ex-Officio advisor – Tom Volturo. A quorum was met.

Approval of Minutes of September 29, 2015 meeting

Mary Van Diest made a motion to approve the minutes for 09-29-2015 as provided. Eddie Jackson seconded the motion. The motion was unanimously approved.

Public Comment

No public comments.

OLD BUSINESS

Amy Hendrix declines position of Chair Elect

NEW BUSINESS

Mary Van Diest made a motion for Grady McFadden as Chair Elect. Amy Hendrix 2nd the motion. Grady McFadden Declines position.

Steve Braun leaves his position.

Daniel Marangoni places Jennifer Sterling, Susan Wong, Nancy Page, and Colleen Wilson up as new members to replace the vacated seats from Leland Gray, Steve Braun, Katy Navarro, and Samantha Alberty. Mary Van Diest makes a motion to approve these candidates and Grady McFadden 2nd the motion.

Grady McFadden brought up a suggestion for a stipend for officers of the council. Stipends would have to be approved by President Rice. Grady McFadden makes a motion to send a request for approval to President Rice, Amy Hendrix 2nd the motion. Council voted 1 for and 13 against the measure.

Daniel Marangoni sets next month's meeting for November 18th at 2:00 p.m. at the Centennial Center board room.

Council member's Comments/Announcements

Ex-Officio Comments/Updates/Announcements

Tom Volturo speaks about Oklahoma State request to the budget advisory committee to reduce 10% of non-essential budget. The budget advisory committee is asking the State for a clearer definition of "non-essential".

Tom Volturo gives a response back for resolution 001, this resolution is for tuition waiver on MBA degree. President Rice did not approve the resolution; there will be no tuition waiver for our MBA degree to staff at this time.

Tom Volturo speaks about resolution 003, this resolution was for pay increases. The response from President Rice is that any staff being paid less than \$25,000 salary will be brought up to \$25,000 with the stipulations the staff member is out of probationary time and has had a performance evaluation. Pay increases are said to take effect by December.

Adjournment: The meeting was adjourned at 10:43 p.m.

Staff Advisory Council Meeting Minutes

September 19, 2015

2:00 p.m. Centennial Center, Executive Boardroom

REGULAR BUSINESS

Call the meeting to order: The meeting was called to order at 2:00 p.m.

Announcement of Filing Meeting Notice and Posting of the Agenda

The meeting had been properly posted on the website and in the President's Office 5 working days before the scheduled meeting date.

Roll Call/Announcement of Quorum Members present: Frank Gage, Grady McFadden, Paul Dunham, Nancy Page, Chris Fairchild, Lynsey Simmons, Ronna Hatley, Jennifer Sterling, Susan Wong, Dawn Tatro, Cathy Burns, Mary Van Diest Daniel Marangoni, Ex-Officio advisor – Tom Volturo. A quorum was met.

Approval of Minutes of September 29, 2015 meeting

Mary Van Diest made a motion to approve the minutes for 10-28-2015 with the addition of Nancy Page to the list of members. Grady McFadden seconded the motion. The motion was unanimously approved.

Public Comment

No public comments.

OLD BUSINESS

No old business.

NEW BUSINESS

Grady McFadden makes a motion to nominate Lynsey Simmons as Chair Elect.

Ronna Hatley seconds the motion. Motions passes unanimously

Andrea Schroyer leaves her position.

Guest Comments

Heidi Hoskinson (VP of Enrollment Management and Registrar) speaks about her and her departments roll for the University. She talked about the 3 tiers of students for enrollment, along with looking into the bringing of international students to RSU. We should be seeing about 10 international students starting for the 2016-17 school year. Heidi also touched on branding and identity for RSU. Residence Halls are showing about 75% filled right now. Heidi is looking at an annual growth of 2%-4% for a target goal.

Dr. Steve Housel (Faculty Senate) talked about the mission of the Faculty Senate. Dr. Housel also spoke of the Budget Advisory Committee, some of the items they are looking into to help save on the budget include managing printing optins, virtual desktop computing, and restructuring of the health insurance. The Faculty Senate had voted down the use of Flash Notes by the bookstore, Dr. Housel said that RSU is using the TUTOR.COM site for the same service. Dr. Housel then speaks on the Athletic Advisory Committee meeting, we have an outstanding community service program by our athletes. We are now in the final phase in obtaining our NCAA Div. II membership. Dr. Housel then speaks on distance learning program, this will be an online program & classes.

Grady McFadden also spoke on the Athletic Advisory Committee. RSU is in compliance of the NCAA Div. II, The NCAA Committee made a suggestion that RSU's Athletic Advisory Committee meet at least 2 times annually.

Council Member's Comments / Announcements

No additional comments or announcements.

Ex-Officio Comments / Announcements

No additional comments or announcements.

Adjournment

Grady McFadden makes a motion to adjourn the meeting. Jennifer seconds the motion. The meeting is adjourned at 3:07 p.m.

Staff Advisory Council Meeting Minutes

December 9, 2015

2:00 p.m. Centennial Center, Executive Boardroom

REGULAR BUSINESS

Call the meeting to order: The meeting was called to order at 2:00 p.m.

Announcement of Filing Meeting Notice and Posting of the Agenda

The meeting had been properly posted on the website and in the President's Office 5 working days before the scheduled meeting date.

Roll Call/Announcement of Quorum Members present: Grady McFadden, Paul Dunham, Nancy Page, Chris Fairchild, Lynsey Simmons, Ronna Hatley, Jennifer Sterling, Susan Wong, Dawn Tatro, Mary Van Diest, Daniel Marangoni, Amy Hendrix, Lindsay Coats, Dan Kara, Eddie Jackson. A quorum was met.

Approval of Minutes of September 29, 2015 meeting

Eddie Jackson made a motion to approve the minutes for 11-19-2015. Dan Kara seconded the motion. The motion was unanimously approved.

Public Comment

No public comments.

OLD BUSINESS

No old business.

Guest Comments

Staff Guest Karl Reynolds – Director of Facilities – spoke about how the physical plant now has a full time desk staff. They have completed over 1600 work orders so far this year; they are getting ready to do a RFP on a Computerized Maintenance Management System. This is a program to submit and track work orders along with preventative maintenance work orders. Karl also touched on the need to keep conserving our energy use on all campuses. Work to the new Administrative Computer Services building (former Innovation Center) was wrapping up and offices from Markham Hall were starting to move over to the remodeled building. He also talked about the options we are looking into for the welcome center at Markham hall. Karl then talked about the sidewalk improvement plans, Bids have been opened for the first phase of the project, and work should be starting in February. They will be removing the old steam tunnel system as they come across them.

Faculty Senate Chair Steve Housel – Steve talked about what is currently happening in the Faculty Senate, they are starting a Strategic Planning Committee consisting of 3-4 people from the faculty. Some items they are looking into include:

New Jenzabar system coming online.

Quality assurance program for classes.

Student complaints on Dining Services.

Legislator visit to campus to talk about our concerns with the State and RSU.

Faculty encouraged to use early alert to retain current students.

Employee tuition for advanced Master's degree program.

Athletic budget and what it is costing RSU.

Evaluation system, there is not a system used campus wide at this time.

Staff/Faculty involvement for next year's Veterans Day.

Council Member's Comments / Announcements

There is still 1 vacancy open on the council, Daniel is talking to Sarah Bean about filling that position.

We are still looking into the evaluation of salaries for staff.

Ex-Officio Comments / Announcements

No additional comments or announcements.

NEW BUSINESS

Put up for staff voting to change constitution from 9mo. to year round meetings along with other changes to the SAC constitution.

Adjournment

Dan Kara makes a motion to adjourn the meeting. Grady McFadden seconds the motion. The meeting is adjourned at 3:19 p.m.

Staff Advisory Council Meeting Minutes

January 20, 2016

2:00 p.m. Centennial Center, Executive Boardroom

REGULAR BUSINESS

Call the meeting to order: The meeting was called to order at 2:00 p.m.

Announcement of Filing Meeting Notice and Posting of the Agenda

The meeting had been properly posted on the website and in the President's Office 5 working days before the scheduled meeting date.

Roll Call/Announcement of Quorum Members present: , Grady McFadden, Paul Dunham, Nancy Page, Chris Fairchild, Lynsey Simmons, Ronna Hatley, Susan Wong, Dawn Tatro, Mary Van Diest, Daniel Marangoni, Amy Hendrix, Lindsay Coats, Frank Gage, Ex-Officio: Tom Volturo. A quorum was met.

Approval of Minutes of December 9, 2015 meeting

Mary Van Diest made a motion to approve the minutes for 12-09-2015. Lyndsey Coates seconded the motion. The motion was unanimously approved.

Public Comment

No public comments.

OLD BUSINESS

All items passed to go to Dr. Rice for response.

Guest Comments

Dr. Rice gave his response to all resolutions we submitted to him, they are as follows

Full year meeting of staff advisory council – Denied, wants us to come back with an amendment or resolution to meet year round.

Removal of Ex-officio – Rejected, Dr. Rice stated that he will have an Ex- Officio sitting in on our meetings.

Removal from Council for misconduct – Rejected.

Removal of the Open meeting Act – Rejected, meetings are to be open to all staff but not open for the general public.

Modification of Robert's Rules of Order – Rejected, If we want a change to submit an amendment to generally follow Robert's rule but at a less restrictive guideline.

Modifications of amendments, annulments, alterations, and suspensions of the Constitution to be approved by the majority of the Council and submitted to staff for voting. Passage or failure of amendments by majority of the staff votes – Rejected,

Responsibility of the policy shall be maintained by the Council- Rejected.

Questions for Dr. Rice – No questions.

NEW BUSINESS

Staff performance evaluations – Explore resolution to set up a standard guideline to use campus wide. Committee to look into this is Lyndsey Coates, Grady McFadden, & Lynsey Simmons .

Mary Van Diest makes a motion to select Lyndsey Coates to the Budget committee representative. Grady McFadden seconds. Motion passes unanimously.

Faculty Senate

Steve Housel speaks on the Senates meeting over

Enrollment banishment

Marketing Committee

The RSU Message

New video on web page & Facebook, this has had 21,000 hits with 34,000 viewings.

Ex-Officio Comments / Announcements

No additional comments or announcements.

Adjournment

Susan Wong makes a motion to adjourn the meeting. Dawn Tatro seconds the motion. The meeting is adjourned at 3:07 p.m.

Staff Advisory Council Meeting Minutes

April 13, 2016

2:00 p.m. Centennial Center, Executive Boardroom

REGULAR BUSINESS

Call the meeting to order: The meeting was called to order at 2:00 p.m.

Announcement of Filing Meeting Notice and Posting of the Agenda

The meeting had been properly posted on the website and in the President's Office 5 working days before the scheduled meeting date.

Roll Call/Announcement of Quorum Members present: Paul Dunham, Dan Kara, Nancy Page, Lynsey Simmons, Ronna Hatley, Susan Wong, Dawn Tatro, Mary Van Diest, Daniel Marangoni, Frank Gage, Chris Fairchild. Ex-Officio: Not present. A quorum was met.

Approval of Minutes of January 20th, 2016 meeting

Dan Kara made a motion to approve the minutes for 01-20-2016. Susan Wong seconded the motion. The motion was unanimously approved.

Public Comment: No public comments.

OLD BUSINESS

We still have 10 positions on the Staff Advisory Council to fill, these will need to be appointed by Lynsey at the start of her term for '16-'17.

NEW BUSINESS

Daniel talked about what the changes for the new President of the council.

Budget Committee Report – Mary Van Diest

- State wanted a report back from us on possible budget cuts based on a 5%, 7.5%, and a 10% budget reduction from the State
- Budget cuts from the State this fiscal year were covered by a \$1,000,000 from our reserves. RSU now has \$5,000,000 in reserve. We should be at a \$8,000,000 in our reserves.
- The University needs to reduce our budget by \$800,000. The University is looking at 3 items to get this number down. Those 3 items are furloughs, cuts in spending, & dropping the Recreation Center usage for employees and students.

Faculty Senate: No additional comments or announcements.

Ex-Officio Comments / Announcements: No additional comments or announcements.

Adjournment

Ronna Hatley makes a motion to adjourn the meeting. Frank Gage seconds the motion. The meeting is adjourned at 3:00 p.m.