

Faculty Staff Council
Minutes
November 21, 2006

Present: Jerry Baker, Felix Cuellar, Stevon Gregory, Danna Martin, Leah Torbett, Sareca Wilson, Angie Been, Eric Cunningham, Jenny Duncan, Bruce Force, Allen York, Lori Freeman

Absent: Maria Christian (excused), Melissa Dreyer (excused), John Pemberton, Roger Shepherd, Kurt Stenstrom (resigned), Brandon Thrash, Sandy Beam, Punkin Boss, Larry Singleton (excused), Sergio Lyon

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

Angie Been took roll call. Jenny Duncan said we would wait a few minutes before approving the minutes to see if we can make quorum.

Jenny Duncan began by explaining that Mike Taylor chose not to come to the Council meeting today. He wasn't sure if he could answer the questions that would be asked because of confidentiality. Mike Taylor is willing to be the liason from our campus to the interview committee. Secondly, Jenny asked what questions we wanted submitted to Bob Whitson.

The following are questions that council members wanted to know.

1. Who is on the committee?
2. What is the timeframe in hiring the CEO?
3. Why isn't there a Faculty Staff Council representative on the committee?
4. How many applicants are there?
5. What is the process for choosing the CEO?
6. What is the procedure that was used to select the hiring committee?
7. Will there be a monthly report given to the Faculty Staff Council?
8. When and how often is the committee meeting?
9. What is the salary range for this position?
10. What is the professional information that the committee is looking for?

Dr. Klabenes was able to answer the following questions.

1. The following people are on the selection committee:
 1. Paul Abbott
 2. Nevyle Cable
 3. Diane Cave
 4. Carlos De La Pena
 5. Steve Doede
 6. Jenny Duncan
 7. Jimmie Feher
 8. Mike Flud
 9. Anita Gordy Watkins
 10. Gill Graham
 11. Jim Hess

12. John Martin
13. Anne Matoy
14. Belinda McCharen
15. Sanders Mitchell
16. Sharon Mouss
17. Brian Preigel
18. Karl Reid
19. Mike Taylor
20. Tag Webb
21. Bob Whitson, Chair

2. Is there a timeframe in hiring the CEO? Dr. Bob said at this time Dr. Bob Whitson is the chair for the selection committee and he doesn't believe there is a timeframe.

HR Report

Human Resource is in the process of hiring a replacement for the front desk. Also Ken Morris is hiring a Financial Assistant. They are hoping to have the front desk position filled by next week.

Administrative Council Report

The November meeting was cancelled.

OSU Faculty Representative Report

Danna Martin said that OSU was looking at re-vamping their Performance Appraisal system. Danna said she shared the Faculty Appraisal form that we are currently using. She also said that Stillwater has recently experienced people wanting to complete coursework in which they received a grade of "I" from several years ago. Danna shared our process with Stillwater. They currently do not have a time framed for completing a grade of "I", so they will be looking at re-vamping their current policy. Danna also said that one of the student associations at Stillwater is looking at proposing a resolution to make the campus smoke free.

OSU Staff Representative Report

No report given.

Faculty Committee Report

Jenny Duncan mentioned that Kurt Stenstrom resigned from his co-chair position of the Faculty Committee. Felix Cuellar said he will chair the committee, but he would like to be able to address the Faculty at the Spring Association meeting. Danna Martin mentioned that in the mean time Felix may create a discussion thread on Desire2Learn for the faculty to communicate through.

Staff Committee Report

No report given.

Policies and Benefits Report

Eric Cunningham wanted to thank the committee for speeding up the process with the signage on campus about smoking zones.

Public Relations Report

No Chairperson

Rules and Procedures Committee

No report given.

Health & Wellness Report (Special Committee)

Bruce Force said everyone should be receiving their Best of Health newsletter. Anyone interested in a Health Risk Assessment can schedule one through James Byrd. The committee is also looking at offering Pilates in the spring semester. They are also looking at opening Covelle hall at 6 a.m. There should be a survey coming out soon if everyone will take the time to fill it out.

President's Report

Dr. Klabenes reported that Dr. Schmidly has a Taskforce committee that will be looking at Health Care cost. They will have their first meeting on November 28th. The taskforce will be looking at alternative Health Care options.

Dr. Klabenes said that the Arts & Sciences Firm that was hired to look at the institutions marketing and branding, suggested the name of the institution be changed to Oklahoma State University – Institute of Technology (OSU-IT). The tag line would be Knowledge and Know How for Top Jobs. Dr. Bob said that nothing has been decided this was just the suggestion made by the firm.

Grady Clack Center

The finalization on the punch list for the Grady Clack Center will be sent to the contractors. They will have one week to respond.

Health Center

Currently decisions are being made on what needs to be included in the initial bid. They are hoping that the plans and specifications will be ready by January. Felix asked what are the prequalification's that they will be looking at? Right now Dr. Bob said this will be considered a mid-size job and they should have the prequalification information shortly.

Dr. Klabenes said that Lori Bryant is now located in the Reynold's Center in room 226. He also wanted everyone to know that Rick Jackson has relocated to the Reynold's Center and will be spending 50% of his time with Safety and Regulations and the other half will be spend helping Lori with In Service workshops.

Dr. Bob would like us to continue to have discussion on becoming a smoke free campus. This is something that takes several years to implement but can be done. Currently Jenny Duncan, Bruce Force, Leah Torbett, and Allen York are going to a Tobacco Free Workshop. The campus that is hosting this workshop has been tobacco free since 2003. This school doesn't have residential housing but these individuals will be able to talk to others who have residential housing and see how they are dealing with a smoke free campus

Old Business

Jenny Duncan asked for approval of last month's minutes since quorum has been met. Allen York moved to accept the minutes. Bruce Force seconded. All approved. Jenny Duncan wanted to remind everyone that we still need to elect a Chairperson elect. The Chairperson elect must be faculty member this time.

New Business

Please remember that one hour before each council meeting there is a group meeting to brainstorm and plan some activities for the employees. The first meeting was today and Bruce Force, Allen York, and Jenny Duncan met. They are proposing an Employee picnic for March 16th. Dr. Bob recommended that Doreen White and Bob Seebeck would be good contacts since previously they have planned picnics for the campus.

There will not be a meeting in December. The next meeting is scheduled for Tuesday, January 23, 2007.