

THE UNIVERSITY OF OKLAHOMA

STAFF SENATE

(NORMAN CAMPUS)

Wednesday, November 20, 2019

Chair Sarah Connelly called the meeting to order at 1:33 p.m. in the Scholars Room of the Oklahoma Memorial Union.

Officers present – Sarah Connelly, Chair; Crystal Ary, Chair-Elect; Justin Daniels, Immediate Past Chair; Kristi Wright, Recording Secretary

Staff present – Melissa Lane, Administrative Coordinator

Representatives present – Hourly Employees Council: Tanya Miller Eager, Paul Box, Ross Mehl, Joanne Braunbeck, Jessica Rossmann, Kyle Leffler, Joe Northcutt; Informational Staff Association: Cathy Yeaman, Christine Young, Corey Helms; Organizational Staff Council: Shannon Overstreet, Margaret Vennoch, Tonya Iman; Administrative Staff Council: Heather Todd, Matthew Rom (Proxy)

Representatives absent — Hourly Employees Council: Cynthia De La Rosa, Kelly Thompson, Jenn Ille, Will O'Donnell, Amber Gillion; Informational Staff Association: Daniel Deering, Rachel Meyer; Organizational Staff Council: Skye Uhlenhake, Diana Fitzpatrick, Betty Love; Administrative Staff Council: Patrick McClain

Guests — Debra Martinelli Levy, Jami Houston, Trisha Cole, Chris Cook, Elaine Bradshaw, Holly Anderson, Mary Wuestewald, Danika Hines-Barnett, Jennifer Lang, Missy Mitchell, Missy Henze and Julia Rouse

SPEAKERS

Gregg Garn, OU Global
Kris Glenn, Scooter Presentation

ACCEPTANCE OF MINUTES OF October 16, 2019

On motion by Cathy Yeaman the minutes of October 16, 2019 Staff Senate meeting were accepted.

CHAIR'S COMMUNICATIONS

Interim President Harroz Report to Staff – We had a great turn out: about 100 in person and 200 livestreaming.

Follow-up from Report to Staff with Sean Burrage - This morning, we also had a follow-up meeting with Sean Burrage, VP of Executive Affairs, confirming a communication from Interim President Harroz supporting supervisors' discretion in allowing liberal use of PTO on December 23. He also communicated to us that the President will be reaching out to Staff Senate to get feedback regarding the proposed strategic plan.

President's Academic Program and Budget Advisory Committee (PAPBAC) Meeting – Early in the month, Crystal, Kristi, Melissa, and I met with the PAPBAC committee to provide feedback on an early draft of the strategic plan.
Tri-Senate Meeting – Crystal, Justin, Melissa, and I met with Chairs, Past-Chairs, and Chair-Elects of the HSC and Tulsa campus. We discussed holiday scheduling and approval for hiring process. We have another Tri-Senate meeting scheduled for December and a Tri-Senate meeting with HR schedule in February.

Staff Climate Survey – I met with Jane Irungu, Felix Wao, and Susannah Livingood regarding a planned staff climate survey that will be going out in the spring. They asked Staff Senate to collaborate with them to craft questions specific to Norman Campus staff that will be added to the survey instrument they have chosen. Staff

Senate Executive Committee met yesterday to brainstorm ideas for questions, and we anticipate meeting with all stakeholders in December to work on the final questions.

Faculty Senate – Early in the month, Joshua Nelson, Chair of Faculty Senate, met and discussed mutual areas of interest including on-campus childcare and staff/faculty tuition and fee waivers. Crystal, Justin, and I met with the Faculty Senate Executive committee yesterday as well.

REPORTS FROM MEMBER GROUPS

Administrative Staff Council: Vice President Heather Todd reported that they are meeting this Thursday with Nicole McPhetridge, Associate Director in the Office of Budget & Financial Planning, will provide us with a budget outlook and then there will be time to ask questions that folks might have. In addition, we will provide an update from the Staff Senate meeting, including a brief overview on OU Global.

Hourly Employees Council: President Tanya Miller Eager reported that they met last week and welcomed a new member to the table and discussed a plan to fill a vacant spot ASAP. The Holiday and Service Committee discussed the progress with their raffle coming up next month and the prizes they have to-date. They concluded the meeting with a lengthy roundtable discussion about retaliation and inequities in one department alone. The conversation was eye opening as well as disheartening. They laid out a plan to continue these conversations in the future in preparation for future guest speakers to address these issues (hopefully in Feb). They concluded the meeting on a lighter note by discussing the possibility of moving their monthly meeting around Staff Senate.

Informational Staff Association: President Cathy Yeaman reported that they discussed the upcoming Health Insurance renewals and changes, we advised on the updates and connections for the safety concerns expressed during the September meeting to include: Active Shooter Training for Safety; Need for Fire Drills; Parking – Safety issues, crosswalks and directional parking arrows in Elm Street garage. They discussed moving the dates and location of the November and December meetings to accommodate the holiday breaks. They also discussed the possibility to move future meetings to the Athletic Department to be more central with access to more parking.

Organizational Staff Council: President Shannon Overstreet reported that they had a potluck and discussed the Operation Comfort and Joy timeline.

REPORTS OF STANDING COMMITTEES

Awards Committee: By email Chair Liz Cooley reported that they did not meet.

Communications Committee: By email Chair Trish Koonce reported that they did not meet but have begun working on the next newsletter to be sent in January.

Staff Initiatives Committee: By email Chair Jami Houston reported that they have been working on the following. 1. Shared Leave -received an update that HR is working on the extended leave policy, so the shared leave group is ready to move forward. 2. No updates on tuition waiver initiative. 3. Bereavement leave – working group is developing a proposal, currently considering how many days should be included and how liberal to be with those included (i.e. immediate family vs non). 4. New business – looking into potentially proposing updates to overall leave policy which could include looking at PTO structure or the possibility of giving every employee a set amount of banked hours each year to use at their discretion for things such as December 23rd, Veteran’s Day, or other.

Staff Week Committee: Chair Trisha Cole reported that they did not meet but sent the call for the Staff Week theme, please submit your ideas by November 27.

REPORTS OF SPECIAL AD HOC COMMITTEES

Inclusion and Diversity Ad Hoc Committee: Chair Cathy Yeaman reported that they continued their discussion about the vision for SDEIC and the report due to Staff Senate by the January 2020 meeting, outlining recommendations and work done by the committee. They will continue working on this report at the November meeting.

Policy Review Ad Hoc Committee: Chair Justin Daniels said that the committee is continuing to review and work on the new documents.

REPORTS FROM UNIVERSITY COUNCILS, COMMITTEES, AND BOARDS

Employee Benefits Committee: By email Matthew Rom reported:

Benefits Update

- Discussed open enrollment, benefits fairs, and implementation of BCBSOK
- Employees with HSA accounts will experience a blackout period between December 2-3 where they cannot use their cards.
 - Expenses during this period can still be filed for reimbursement

Wellness

- 4th Quarter points due by November 30, 2019
- New wellness program coming January 2020: LiveWell OU!

OTHER REPORTS

The following reports were linked to the November agenda:

Staff Senate Foundation account report

Minutes of Employment Benefits Committee meeting for August 2019

OLD BUSINESS

New Ideas for Staff Senate Involvement: Corey Helms reported that there are no new updates.

December 23, 2019: In the meeting with Sean Burrage he confirmed a communication from Interim President Harroz supporting supervisors' discretion in allowing liberal use of PTO on December 23 will be coming out.

NEW BUSINESS

Rules of Order Proposed Changes: Justin Daniels reported that in working on the new policy documents there were some updates that need to be made to the current Staff Senate Rules of Order. There was an attachment for everyone to review and act on next month.

Moving December 18, 2019 meeting to December 11, 2019: Sarah Connelly asked if the group would like to move the December meeting up a week due to the up coming holiday break. There was no interest in moving the meeting so it will remain on December 18, 2019.

ANNOUNCEMENTS

ADJOURNMENT

As there was no further business, the meeting adjourned at 2:45 p.m.

NEXT REGULAR MEETING: December 18, 2019

Respectfully submitted,
Melissa Lane
Administrative Coordinator

Kristi Wright
Recording Secretary