

THE UNIVERSITY OF OKLAHOMA

STAFF SENATE

(NORMAN CAMPUS)

Wednesday, October 16, 2019

Chair Sarah Connelly called the meeting to order at 1:31 p.m. in the Regents and Associates Room of the Oklahoma Memorial Union.

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

Staff present – Melissa Lane, Administrative Coordinator

Representatives present – Hourly Employees Council: Tanya Miller Eager, Paul Box, Kelly Thompson, Ross Mehl, Joanne Braunbeck, Jenn Ille, Jessica Rossman, Will O'Donnell, Kyle Leffler, Joe Northcutt; Informational Staff Association: Cathy Yeaman, Christine Young, Daniel Deering, Rachel Meyer, Corey Helms; Organizational Staff Council: Shannon Overstreet, Skye Uhlenhake, Diana Fitzpatrick, Margaret Vennoch, Betty Love, Tonya Iman; Administrative Staff Council: Patrick McClain, Heather Todd, Matthew Rom (Proxy)

Representatives absent — Hourly Employees Council: Cynthia De La Rosa, Amber Gillion

Guests — Debra Martinelli Levy, Jami Houston, Julie Hamburger, Marissa Pierson, Amy Davenport, Elizabeth Sharon and Julia Rouse

SPEAKERS

Anil Gollahalli, Conflicts of Interest Policy Revisions
Eric Conrad, Operations Updates
Jeffery Cooper, Human Resources Training

ACCEPTANCE OF MINUTES OF September 18, 2019

On motion by Paul Box the minutes of September 18, 2019 Staff Senate meeting were accepted.

CHAIR'S COMMUNICATIONS

We have a date for the President's State of the University Address to Staff, it will be October 30th, 10am in the Reynold's Performing Arts Center.

Cathy, Crystal, and I along with Faculty Senate and Student Government representatives from all three campuses met with candidates for the VP of Diversity and Inclusion position at the HSC campus throughout the month. We talked to them about their views and plans to work with HR on equitable staff hiring practices, annual evaluations, and eliminating retaliation in reporting.

Retiree ou.edu network accounts are phasing out. Currently, there are about 775 retired staff that actively use their accounts. The option going forward is to move to an alumni.ou.edu email account. Accounts through Goddard and Retiree Benefits can be linked to any email account. There is an exception process in place, if a retired staff wants to pursue that option. Also, if a retired staff member "maintains an ongoing academic or business relationship with the University" they may retain their accounts (with sponsorship from a department). Communication will start going out to retirees on Oct. 24, and they will have 90 days to archive or transition their emails. The IT Helpdesk will help any retirees with this process. Going forward, as staff and faculty retire, they will also have the option to transition to an alumni.ou.edu account.

IT is also rolling out 2-step authentication. Communication is being sent out to everyone on campus. It is best if you set this up when you are on-campus. This will hopefully help limit the spam and phishing emails.

At my monthly meeting with Angela and Marcy from HR, they said they are continuing to work on collecting job descriptions in order to market match positions. Working on a new training for emerging leaders on campus. HR is committed to supporting staff and if you need to talk with them confidentially, they are willing to meet off campus.

Staff Survey - 700 responses so far and still open. You can receive 100 wellness points for completing the survey.

REPORTS FROM MEMBER GROUPS

Administrative Staff Council: President Patrick McClain reported that they held their September meeting on Thursday the 26th at 3:00 p.m. in Meacham Auditorium. They began by introducing our new officers for 2019-2020: Patrick McClain (President), Heather Todd (Vice-President), Paul King (Secretary), and Matt Rom (Proxy). Kacey Clark, Campus Space Manager, and Amie Sterr-Griffin, Facilities Analyst, were our guest speakers and gave an overview of the new, university-wide, facility space management process, followed by a question and answer session. They discussed the proposed December 23rd Admin Day request and there was a loose agreement that it would be ok to move forward with the request. They ended the meeting with a discussion about possible topics and speakers for future meetings.

Hourly Employees Council: President Tanya Miller Eager reported that they met last week with lively discussions. They reviewed the Dec 23rd resolution and created a plan to rapidly edit in order to send to Sarah by Friday. They discussed the Conflict of Interest Policy and noted it would be discussed at Staff Senate. This conversation led to the idea of inviting Human Resources to a meeting to discuss reporting and retaliation. They decided to ramp up our service to year-round and started the groundwork to implement the plan.

Informational Staff Association: President Cathy Yeaman reported that they discussed the upcoming Health Insurance renewals and changes, the letter being sent to the president's office regarding the Administrative Leave date during the Christmas break, and an update on parking. New items brought forward for discussion include: Active Shooter Training for Safety – especially with the open carry going into effect; Need for Fire Drills; Parking – Safety issues, especially for evening classes when students and employees have to walk to parking lots that are not well lit or if an employee has to park across campus from where their office/class is located; Directional Arrows in parking garages – many are faded or missing. Could cause accidents since many people do not know the correct way to enter or exit the parking garage.

Organizational Staff Council: President Shannon Overstreet reported that they thanked everyone that attended the fundraiser at the Porch and discussed the usual business items. Suzie Brewer said she would take over Operation Comfort & Joy. A request for families will go out the first week of November. The quilt fundraiser is going to be a group effort and we will have a quilting bee sometime after the first of the year. Everyone was busy eating, so we did not make any decisions on speakers. Our next meeting will be a potluck at the Forum on November 14.

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.

Staff Initiatives Committee: By email Chair Jami Houston reported that they have ongoing work on bereavement leave policy and staff tuition waiver proposal. The Shared Leave subcommittee is investigating possible changes to extended leave to see how those changes may affect shared leave. The paid parental leave policy is finalized and being voted on.

Staff Week Committee: By email Chair Trisha Cole reported that Staff Week will be April 20-24th. Budgets have been approved for 2020 Staff Week Activities. They are currently searching for an alternative rain location for Friday's picnic.

REPORTS OF SPECIAL AD HOC COMMITTEES

Inclusion and Diversity Ad Hoc Committee: Chair Cathy Yeaman reported that Angela Church, Senior Associate Vice President, Chief Human Resources Officer was the guest speaker. She updated us on: Grievance Protocols, Talent Acquisition and 3% wage increase. They were also joined by Sarah Connelly who spoke about the vision for SDEIC. They will continue this conversation at the October 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: Matthew Rom reported:

Benefits Updates:

- Medical rates on the Norman campus will go down by an overall 5.74%. Dental and vision rates will remain the same.
- Plan design will remain the same as current plan with Cigna. There may be a few changes to prescriptions as the formulary differs between companies.
- Open Enrollment will be October 28 - November 8 and will be a passive enrollment.
- OU Norman benefits fairs will be October 29 in the Union Ballroom and October 31 in the Stephenson Research and Technology Center Atrium
- MDLive will be available with BCBSOK with a \$25 copay for those in the PPO plan.
- Dispatch Health will be a new feature where a PA and EMT will come to your home. The service is billed the same way as a trip to urgent care (PPO \$50/copay). Those in the high deductible plan will pay approximately \$250.

Wellness:

- There will be a consolidation of wellness programs. New program will launch around January 1, 2020.

OTHER REPORTS

The following reports were linked to the October 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 they are needing a little more footage, but work is still being done.

NEW BUSINESS

December 23, 2019: Sarah Connelly told the group that we need to reach out to the Staff Senates on the other campuses before proceeding with the request. After discussion it was decided that the proposal will be looked at again at the November meeting.

ANNOUNCEMENTS

ADJOURNMENT

As there was no further business, the meeting adjourned at 3:06 p.m.

NEXT REGULAR MEETING: November 20, 2019

Respectfully submitted,
Melissa Lane
Administrative Coordinator

Kristi Wright
Recording Secretary