

THE UNIVERSITY OF OKLAHOMA

STAFF SENATE

(NORMAN CAMPUS)

Wednesday, October 21, 2020

Chair Crystal Ary called the meeting to order at 1:31 p.m.

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

Staff present – Melissa Lane, Administrative Coordinator

Representatives present – Hourly Employees Council: Paul Box, Jessica Rossman, Tanya Miller Eager, Ross Mehl, Will O'Donnell, Judy Estes, Karla Pitre, Joe Northcutt, David Kizer, Jen Elsner, Terri Smith, Sharrie Sanders; Informational Staff Association: Christine Young, Corey Helms, Chris Cook, Daniel Deering, Elaine Bradshaw; Organizational Staff Council: Rhonda Hill, Anjanette Pierce, Steven Hanger, Jenny Lang, Betty Love, Julia Rouse; Administrative Staff Council: Heather Todd, Andrea Flores

Representatives absent — None

Guests — Robin Stroud, Debra Levy Martinelli, Ann Seely, Cathy Yeaman, Katherine McRae, Kelly Thompson, Matthew Rom, Diana Fitzpatrick, Leslie Vennoch, Alexia Aston, Marilyn Korhonen, Shannon Overstreet, Shameka Johnson, Alisa West Cahill, Beth Young, Amy Bradshaw and Amber Williams

ACCEPTANCE OF MINUTES OF September 16, 2020

On a motion by Ross Mehl, the minutes of September 16, 2020, Staff Senate meeting were accepted by an email majority vote.

CHAIR'S COMMUNICATIONS

Good Afternoon, I hope everyone is doing well!

Since our last meeting, a few things have been accomplished, a few things have transpired and things we are continuing to work through....

On September 22nd Justin, Sarah, Melissa, and I met with President Harroz and Sean. Staff Senate was prepared to present a resolution with an action item of removing 1 tier insurance structure from the Regents agenda. We were able to have an open conversation about the Regent's agenda item, and the bottom 2 tiers salaries of staff would be reviewed and become comparable to like jobs in the area. I am very pleased we were able to have this conversation and our concerns were heard.

On September 29th Justin, Sarah, Melissa, and I met with HR to learn more about the comp study. The comp study not only compares the salaries of the university community it also will change the structure of the Staff Senate. We are currently waiting for HR to complete the comp study to determine the structure of the Staff Senate. This item is still at the forefront of the exec team's mind and will be until it is resolved.

Also, on **September 29th** Justin, Sarah, Melissa, and I met with Dr. Hyppolite. The main topic of our meeting was, "how can Staff Senate become more involved with the Diversity, Equity, and Inclusion team"? The DEI team already has liaisons and advisories team in place, it was asked if Staff Senate could appoint a staff member to become a liaison to bridge the gap between staff and the DEI team. YES, of course. As the chair of Staff Senate, I have appointed

Shelby Hill to be the Staff Senate liaison for Diversity, Equity, and Inclusion. Beginning November Shelby will report action items, updates, and events happening across campus.

At the request of some staff members, I have been in contact with Karen Smith who is the Assistant Vice President of Financial Services concerning the reimplementation of PeopleSoft. There are many questions, concerns, and pressure points of the reimplementation, I have passed along the request to Karen. She has agreed to organize additional opportunities to “Ask the Experts” of PeopleSoft. Please be watching your email for this opportunity.

Yesterday the Exec team met with President Harroz and Sean for our monthly meeting. President Harroz is working with HR to perform annual evaluations of the Executive Officers, which has not ever been done. Also, there has been a rumor started since the students will not be on campus after Thanksgiving that there will not be work for staff, and have been told to take their PTO. That rumor is NOT true, which was confirmed by President Harroz.

Reminder – Open Enrollment begins Monday, October 26th, please log in and review all benefit options.

Something I would like each of you to know and understand, if you hear something and want confirmation, have a question or concern please feel free to contact me. I am not intimidated by asking any question or clearing up any misunderstanding or rumor.

REPORTS FROM MEMBER GROUPS

Administrative Staff Council: President Heather Todd reported that they have not met.

Hourly Employees Council: President Paul Box reported that the council spoke briefly on filling vacant seats for the council and Staff Senate and assigned a new member Terri Smith from group I. We also spoke about the changes in the health care benefits change. Guest speaker Crystal Ary spoke briefly on the overtime policy change with no current update at this time. A more in-depth discussion was had about rumors of possible layoffs after the thanksgiving holidays to personnel in Food Services and possibly custodial services.

Informational Staff Association: President Christine Young reported that they asked for volunteers to fill the remaining 2020-2021 ISA seats, including President-elect, Secretary/Treasurer, and Activities Coordinator. No volunteers. Will be updating the ISA website by adding past minutes and a link to the Zoom meetings.

Organizational Staff Council: President Rhonda Hill reported that Jeffrey Cooper, Associate Director HR Learning and Development was our guest speaker. Jeffrey discussed the new Leader Development Program. Ann Seely was introduced as a new OSC Representative. We discussed recommended changes to the Staff Merit Award form and will discuss further at our November meeting. We had over 30 attendees at our September and October meeting.

REPORTS OF STANDING COMMITTEES

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

Communications Committee: By email, Chair Dalton Brasington reported that they did not meet.

Staff Initiatives Committee: By email, Chair Jami Houston reported that work continues on Shared Leave, Bereavement Leave, and Tuition Waiver proposals. Additionally, we are working on collecting information from HR on leave time for election-related activities (voting and volunteering) that could be shared with staff.

Staff Week Committee: Chair Terri Smith reported that they had a productive brainstorming meeting. They are preparing for Staff Week to be completely virtual with new events to get staff involved. They hope to have some ideas to present in the next few months.

REPORTS OF SPECIAL AD HOC COMMITTEES

Policy Review Ad Hoc Committee: Chair Justin Daniels said that the committee is waiting for information from Human Resources. But a good majority of the work is done, we are just waiting for this last piece to figure out how future membership will form the Staff Senate.

REPORTS FROM UNIVERSITY COUNCILS, COMMITTEES, AND BOARDS

Employee Benefits Committee: Matthew Rom reported the Employee Benefits Committee met via Zoom on September 17 and October 15, 2020.

EBC Administration

- Matthew Rom (Norman Staff Senate Representative) elected EBC Chair for the 2020-2021 term.
- Judy Estes (Norman Staff Presidential Appointment) elected EBC Vice-Chair for the 2020-2021 term.

Benefits Update

- The benefits programs offered by the University are in line with the market. However, the cost-share structure between the University and employees is out of line with the market.
- OUHR initially recommended a 3-tier contribution structure for 2021, with the University moving to a 1-tier design in 2022. The 1-tier design proposed for 2022 was placed on hold after feedback from the university community.
- The new contribution structure for 2021 will be as follows:
 - Tier 1: \$41,999.99 or below
 - Tier 2: \$42,000 - \$64,999.99
 - Tier 3: \$65,000 or above
- EBC committee had a detailed and thorough discussion about the need and benefits of moving to a 1-tier design.
- There will be a change in provider for both dental (BCBS) and vision (MetLife)
- Medical spending to date (July) is about 83% of the budget for the Norman campus.

Wellness Update

- Magellan continues to offer live webinars. The webinars are recorded, allowing access if an employee cannot attend the live session.

Retirement Update

- Fidelity continues to offer virtual appointments. OU's HR department will send communications when future appointments become available.

OTHER REPORTS

The following reports were linked to the October agenda:

Staff Senate Foundation account report \$1,285.30

Minutes of Employment Benefits Committee meeting for August 2020

COVID 19 Updates: By email, Justin Daniels reported that:

- COVID-19 Update (Dr. Bratzler, Chief Covid Officer) Hospitalizations are rising and are at the highest levels since the pandemic began. The number of ICU patients remain the same. Case counts are rising in rural counties but are slightly down on campus.
- Wastewater update (Randy) Number of cases are fluctuating some but remaining steady or possibly even trending slightly down. Will continue to monitor as a precursor to case counts rising on campus.
- COVID-19 Update regarding Norman Campus (Dr. Rice) Very slight uptick in positive cases but overall numbers are much better than several weeks ago. The flu shot clinic earlier this week saw over 600 people get their flu shot. Another flu shot clinic will occur next Wednesday, Oct 14th.

- Covid-19 signage update (Michael) Now that signage is up, for the most part, departments will now be responsible for purchasing their own signage. Centralized funding has ended for this project.
- Housing Update (ShaRhonda) Currently isolating less than 10 residents. Working on identifying those who will stay in the residence halls after Thanksgiving break.
- Provost/Faculty (Mark/Chris) Students will be using their academic holiday for the election day this year and not OU/Texas Friday. This will give students an opportunity to vote in the election. Addressing some financial aid issues that have come up as a result of moving the start of spring semester out one week. Looking at an academic break day or two in the spring since spring break has been removed from the academic calendar.
- Open Discussion/Questions A question was asked regarding whether or not supervisors have the authority to send employees home if they show up to work sick. The answer was YES and if necessary, the employee should fill out the screening form. Obviously, symptoms do not always mean Covid but it's always better to stay home so co-workers do not get sick.
- Unless it becomes necessary, this will be the last meeting of the EOC for this semester. The EOC will reconvene when and if it becomes necessary to do so and could potentially do so at a moment's notice.

OLD BUSINESS

NEW BUSINESS

ANNOUNCEMENTS

Open Enrollment is October 26 to November 6

Fill the Trolley will not be taking place this year by collecting toys, but you can still donate a monetary amount.

ADJOURNMENT

As there was no further business, the meeting adjourned at 1:58 p.m.

NEXT REGULAR MEETING: November 18, 2020

Respectfully submitted,
Melissa Lane
Administrative Coordinator

Kristi Wright
Recording Secretary