



## Staff Congress

### Draft Minutes for August 16, 2018 304 North Applied Science Building

**Present:** Marty Anderson, Re’Nita Avery, James Barnett, Jami Carroll, S.G. Carthell, Kevin Crawford, Duane Dycus, Jessica Evans, Debbie Griffin, Marion Hale, LaDonna Hamontree, Orville Herndon, Trish Lofton, Laura Lohr, Debbie Plummer, Brian Purcell, Matt Purdy, Tim Williams, David Wilson, John Young, and Staff Regent Phil Schooley.

**Guests:** Dr. Robert Davies, 13<sup>th</sup> President; Jackie Dudley, Vice-President, Finance and Administrative Services; Katherine Farmer, Faculty Regent; Joyce Gordon, Director, Human Resources; Dr. Bob Jackson, Interim President; Dr. Adrienne King, Vice-President of University Advancement.

**CALL TO ORDER:** Staff Congress President Marion Hale called the meeting to order.

#### **REPORTS FROM SPECIAL GUESTS:**

**Dr. Robert Davies, 13<sup>th</sup> President:** Dr. Davies thanked staff for their dedication and support to the university and students. He said that shared governance is an important part of the university.

Oh behalf of Staff Congress, Marion Hale presented a statement of recognition to Dr. Davies.

**Dr. Robert Jackson, Interim President:** Dr. Jackson said his first official day as Interim President will be August 16, although he unofficially began duties as Interim President with the Board of Regents meeting on August 7. He will attend Staff Congress meetings as much as possible. He will be visiting the regional campuses.

**Jackie Dudley, Vice-President, Finance and Administrative Services:** Jackie Dudley answered questions about parking that were asked at the July Staff Congress meeting. She said that the new online parking registration system was delayed due to a late notice that the prior vendor would not be servicing its system. She said a parking forum will be held on August 16, at 4:30 p.m., in the Curris Center Theater.

**Dr. Adrienne King, Vice-President of University Advancement:** Dr. Adrienne King complimented and thanked Jackie Dudley for the Staff Recognition Luncheon. Dr. King reported on faculty and staff giving. She asked staff to contact her with recommendations of students to work in the Racer Call-a-thon Program. OU Campus training is required every 12 months for web agents. More details concerning the upcoming OU training will be forthcoming.

**Joyce Gordon, Director, Human Resources:** Joyce Gordon said the Human Resources staff have been busy processing new faculty as well as reviewing health insurance information. The Faculty and Staff Insurance and Benefits Committee will meet on August 17. She gave an overview of the Health Fair scheduled for October 24 in the Curris Center Ballroom. More information about the Health Fair and Open Enrollment will be available in the future.

**Staff Regent Report:** Staff Regent Phil Schooley said the Board of Regents Retreat is scheduled for August 30. The Board will meet on August 31.

**JULY MEETING MINUTES:** Laura Lohr made a motion to approve the July Minutes as presented. James Barnett seconded, and the motion carried.

**JULY TREASURER’S REPORT:** Treasurer Jessica Evans presented the July Treasurer’s Report. Debbie Plummer made a motion to approve the July Treasurer’s Report as presented. Laura Lohr seconded, and the motion carried.

#### **STANDING COMMITTEE REPORTS:**

**Executive Committee:** Marion Hale reported that the Executive Committee met today before the Staff Congress meeting to make committee assignments. She will email the committee assignments. The Executive Committee plans to meet again before the September Staff Congress meeting. The Executive Committee meetings will be held online when possible in order to allow the committee members to remain in their offices. However, the committee will meet in-person when anyone wants to address the committee.

**Credentials and Elections Committee:** Orville Herndon recommended S.G. Carthell to complete the Staff Congress term vacated by April Lax when she accepted off-campus employment. The committee recommendation does not require a second. Marion Hale led a voice vote. The motion carried.

**Staff Recognition Committee:** Laura Lohr said the Staff Recognition Luncheon went well. She complimented Christina Wilson and Monica Knight in Jackie Dudley's office on the luncheon. Laura said the tentative date for next year's luncheon has been set. She will confirm the date with Jackie Dudley before announcing it.

David Wilson asked if any discussion has been held concerning having the luncheon during a week other than the week just before school starts. During that week, staff are finalizing preparations for the arrival of students. Laura Lohr replied that the tentative date for next year's luncheon is in July for that reason.

**Staff Special Events Committee:** Jessica Evans said the Staff Congress Children's Party is scheduled for December 1. The Staff Reception will be held on December 6.

**Communications Committee:** Laura Lohr said she is looking forward to working with this year's Communications Committee members. Marion Hale reminded staff to send items to Laura for posting on the Staff Congress Facebook page.

**Working Conditions Committee:** No report.

**Staff Congress Foundation Textbook Scholarship Committee:** Marion Hale said that a new Textbook Committee Chair will be appointed to replace outgoing Chair Robyn Pizzo whose term on Staff Congress expired.

**Personnel Policies and Benefits Committee:** No report.

**UNIVERSITY-WIDE COMMITTEES:**

**University-wide Faculty and Staff Insurance and Benefits Committee:** John Young said that at its August 17 meeting, the University-wide Faculty and Staff Insurance and Benefits Committee will discuss health insurance and workers' compensation.

**Intercollegiate Athletic Council:** Marion Hale said that a Staff Congress member will be appointed to the Intercollegiate Athletic Council to replace Parker Griffith whose term on Staff Congress expired.

**Naming Campus Facilities Committee:** No report.

**Judicial Board:** No report.

**Sick Leave Appeals Committee:** No report.

**International Studies Advisory Committee:** No report.

**Budget Advisory Committee:** No report.

**Shared Governance:** No report.

**Housing RFP Committee:** No report.

**Facilities Management RFP Committee:** No report.

**Dining Services RFP Committee:** Marion Hale said the committee has finished its work, but the latest she has heard from the university administration is that no contract has been awarded yet.

**Ad hoc Bylaws Revision Committee:** Orville Herndon said he has tentatively planned a committee meeting for August 22.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

Marion Hale said the Staff Survey Committee will meet to update the survey before it is sent to staff. Staff can contact Staff Congress with suggested questions to include on the survey.

She reminded everyone of the reception for Dr. Davies scheduled for later in the afternoon, after today's Staff Congress meeting.

**ADJOURNMENT:** John Young made a motion to adjourn. James Barnett seconded, and the motion carried.