Veenstra called the meeting to order with the following members present: Ahrberg, Atekwana, Avakian, Bartels, Caldwell, Damron, DeSilva, Emerson, Grafton, Harris, Jordan, Kennison, Klatt, Krehbiel, Lawlor, Materer, McCann, Miller, Osteen, Schestokat, Smay, and Yellin.

Also present: Allen, S., Elliott, K., Fry, P., Krein, M., Miller, B., Shutt, G., Simpson, J., Spradling, S. and Weaver, J.

Absent: Avakian, Hickman and Materer.

**HIGHLIGHTS**

Parking and Transit Services ………………………………………………………………………

Report of Status of Faculty Council Recommendations …………………………………………...

Reports of Standing Committees …………………………………………………………………..

Academic Standards and Policies ………………………………………………………….

Athletics ……………………………………………………………………………………

Budget ……………………………………………………………………………………...

Campus Facilities, Safety and Security ……………………………………………………

Faculty ……………………………………………………………………………………...

Long-Range Planning and Information Technology ………………………………………

Research ……………………………………………………………………………………

Retirement and Fringe Benefits ……………………………………………………………

Rules and Procedures ………………………………………………………………………

Student Affairs and Learning Resources …………………………………………………..

Reports of Liaison Representatives ………………………………………………………………..

Woman’s Faculty Council………………………………………………………………….

GPSGA ……………………………….……………………………………………………

New Business ………………………………………………………………………………………

Veenstra called the meeting to order.

Veenstra asked for approval of the January 11, 2011 minutes. Udaya DeSilva moved and Ken Bartels second to approve the minutes. Ken did address some typographical errors in the minutes. Point of order called by Bruce Russell that if the changes are editorial and not substantive in nature then the minutes can be amended and the corrections sent directly to the chair or secretary. Motion passed.

Veenstra asked for approval of the February 8, 2011 agenda. Clint Krehbiel moved. Tom Jordan second. Motioned passed.

**Special Reports:**

**Steve Spradling – Director Parking and Transit Services**

Steve shared the following Power Point presentation:



Steve addressed his plan to improve the parking facilities on campus. Part of this plan is to increase parking permit prices, so improvements can be made. OSU has not had an increase in parking permit rates in 12 years. Earlier last year, a plan was discussed to increase prices, which would pay for improvements that are needed. It was going to be a one-time increase to get the university caught up from the 12 years with no increase. This increase was $120 per year for faculty/staff and commuter students. The process was to be immediate. The response from faculty and staff was not good. Students seem to be ok with it. The complaints were: too much, too quick. What are our options? Faculty and staff were not opposed to the increase; they just wanted to see: 1) if the increase could be spread over several years; 2) if there could be a payroll deduction option and 3) faculty wanted to see a list of how the funds will be spent. Steve went back to Staff Advisory Council (SAC) earlier this year and discussed a new plan based on their input. This new plan would include an incremental increase over the next three years. This works out to about $22 a year for the staff and faculty. It will vary for resident halls and commuters. SAC has supported this increase. Steve talked with payroll about a payroll deduction, and this is something that can be done spread out over a 9 month period using pre-taxed funds. IRS law allows for $175 per month to come out pre-taxed for parking expenses. The option to pay a one-time lump sum is still available. It is just transferred to the bursar. It is still all done online.

Projects the money will fund:

1. A new parking garage on the southwest corner of campus is currently underway. This will be primarily for residential hall students, but it will also have a certain number of faculty/staff spaces.
2. We are also working on adding more faculty/staff spaces around campus like the new lot on the southwest corner of campus off University Circle. This lot added 90 plus spaces.
3. A recent pavement study done by physical plant showed that the majority of the parking lots are in failed condition, and all of them are in poor condition. There are small amounts that are in good condition, but most of them need to be repaired, sealed or completely resurfaced.

Recent Projects:

1. The cost to rebuild parking lots and to construct lot 98 on the corner of University and Stout Lane, which was previously a gravel lot, was $2,000 per space. On average, it’s $3,000 to $5,000 for surface parking per space.
2. Another recent project is lot 74 near the Colvin Center. This cost $3,000 per space for a total of over $1.2 million.
3. Another recent project, which was partially funded by Federal Transit Administration (FTA) money, is the Monroe Street parking garage. Structured parking is the most expensive; above ground is about $15, 000 per space and below ground is $20,000 to $25,000 per space. Luckily on this project 80% was paid with FTA funds because of the multi-modal transportation terminal and bus station that was in the project.

Steve asked if there were any questions about parking. Bruce Russell asked how many permits the university sells per year. Steve stated that 17,000 permits are issued per year. That’s total – some non-sold are included in this number. After 20 years, you are eligible for a free, retiree permit at the time of your retirement. Bill Dare asked if reserve spaces are considered, which would be sold at premium prices. Spradling stated that the idea has been kicked around, but have not moved on it except for in the multi-modal/Monroe Street garage. This is an option in the facility. Joe Weaver wanted to know what the faculty thought of premium priced parking spaces. Bill Dare said it is used all over the place. Joe Weaver stated that when you reserve spaces, which you will make more money from, but the space doesn’t cycle. It’s there for one person and that one person only. So you will need more spaces per employee as a result. Weaver is not opposed to the idea of premium parking spaces. Bruce Russell asked Joe Weaver how soon you get a return on the investment if you have dedicated parking spaces. Example – if a parking space costs $3,000 to build, do you need a return in 10 years, so you would charge $300 for that space? Weaver stated that if you are building a parking structure, you can debt service this over 20 years, its useful life. A surface lot would need some seal coat and upkeep over the 20 years. Russell said that the $15,000 for an above ground space divided by 20 is $750. Weaver stated that the typical spaces that the university reserves on an annual basis are charged at $360. Steve Spradling said these spaces currently are for Deans, Department Heads and for department visitors. Bill Dare asked why they were not fully cost out instead of charging only $360. This fee is the actual cost of the surface parking spaces. The $750 is for structured parking spaces. Ken Bartels asked about the costs that Transit Services charge for game day parking. How does this type of cost relate to the increase in permits that will be charged to faculty and staff? Has there been more discussion on this. Steve Spradling stated that this has not been discussed and is something that Joe Weaver and Steve need to have based on the price that athletics pays or the posse pays for the lease of spaces. Jim Smay asked what fraction of the posse parking actually goes to maintenance of the parking lots. Steve stated that this goes into the general budget, which falls into the maintenance/operations area. Last year Transit Services collected a little over $100,000 from athletics for parking for games days. These charges are from football, basketball and wrestling. Because these are the major events that draw the biggest crowds, it’s worth reserving parking for them. Jim Smay asked what percentage of total posse parking revenue is this amount. If you make $100,000 off athletics what fraction of the posse parking is this? Steve couldn’t answer this because posse is selling the spaces for various amounts. Bruce Russell clarified that people accrue the points based on your total donation to the athletic department. So it’s not tied directly to a parking place. If you donate $1,000 you are a Silver Spur and you get certain spots. If you donate $2,500 you’re a Golden Cowboy and get a different spot. Ken Bartels asked if they were all charged a dollar spot per event. Steve stated that this is correct. Transit Services charges the same amount to the athletic department whether it’s the high donor parking or the minimal donor parking. Ken Bartels asked how many total spaces this involves. Steve said for football they use between 4,000 and 5,000 spaces. Basketball games about 2,600. It was asked how many total spaces are available. Steve said on campus, there are over 15,000 spaces available. David Yellin asked about how the travel trailer parking is paid for. Steve explained that the RV lot that is on the other side of the track is charged a dollar a space even though they do take up more space. This lot has recently been rebuilt. Yellin asked if they pay more than an ordinary cost. Athletics does not pay the university more than an ordinary car would pay. What athletics charges the RVers to use the spaces, Steve said that he did not know? Ken Bartels asked for clarification on how the lot was refurbished and how it was funded. Steve stated that it was primarily funded, as far as the surface, by the university by Parking and Transit Services. But there were some amenities added to the lot to accommodate the RVers. This is electrical power which was paid for by the RVers. They got together raised donations of over $200,000 to pay for the electrical portion.

Other things that Parking and Transit Services do –

1. Parking and Transit Services provide both the campus and community transit, which is on campus here at OSU and the Stillwater public transit, which is the city of Stillwater as well as the disability service, which not only serves the city of Stillwater but also OSU students.
2. We also provide the OSU Tulsa shuttle. It’s a student and employee commuter service to and from the OSU Tulsa campus. For the fiscal year of 2010, 666,000 passengers were carried on the local community and campus transit. Which equals 2,469 persons averaged daily which includes the reduced service for the summer months.
3. The transit system, since it is a public transit service, is also funded partially by the Federal Transit Administration (FTA). About 40% of the operational funds come from the FTA, 60% is made up by student fees. Recently an entire new fleet of transit buses have been purchased. Most of these buses were funded by FTA funds. The larger buses were funded 100% by FTA, and the smaller buses were funded at 83% by the FTA. Bruce Russell asked if the federal government loaned us the money or did they pay for it? Steve said it was funded with grant money. Art Klatt asked what happens to the buses when they have to be changed. Steve hopes that there will be more grant money available to replace them. Ken Bartels asked what the average life span of a bus is. Steve stated that the larger buses are rated 12 years, and the smaller buses are 5 or 6 years. The current cycle of buses is in its 7th year on the first buses that were university purchased. The university still owes 2 ½ years on these buses and then the Parking and Transit Services will be surplus them. Joe Weaver stated that it is important to remember that the federal government has, for a number of years, been pushing transit services in communities. OSU doesn’t see any reason that this will not continue. It will probably increase. The university will stay aggressive on this service. Bruce Russell asked who writes the grants. Steve stated that his department wrote the grant. Steve explained that right now we are considered a rural transit, because Stillwater is below that 50,000 thresh hold. If Stillwater goes over this amount it will be reported directly to FTA. Currently everything is reported to ODOT and all funds are applied for through ODOT. Then ODOT applies on behalf of all the rural transits in the state. There are currently 26 rural transit systems that report to ODOT. ODOT gets the funds in one lump sum and divide it between the rural systems. We are a sub-recipient from ODOT. Ken asked Steve to comment on the relationship between the city and OSU Transit. Joe Weaver stated that right now we have a good working relationship as far as OSU providing the service. OSU Transit Services is meeting the needs of the city at the current time. This is a mutually beneficial arrangement, because it’s a city transit system, a community transit, which allows OSU to apply for federal operation funds. Steve stated that, just recently, the Tulsa shuttle system works as a commuter route. It’s not going to immediately increase funds, but it will give more leeway in how the funds are spent. OSU won’t have to match as much on administrative costs as what is matched for operating costs. It’s 80/20 for administrative costs and 50/50 for operating costs, such as fuel, tires and maintenance.
4. Partnership with Jefferson lines –

OSU just recently purchased a bus through federal funds. OSU was a sub-recipient because the state of Oklahoma and ODOT cannot give federal funds directly to a private entity, so OSU applied for funds and purchased a bus that will be leased to Jefferson Lines to reestablish intercity service to Stillwater from Tulsa and Oklahoma City. This should kick off in the next few months. This will be a benefit to our students as well as the citizens of Stillwater.

1. OSU recently replaced their entire fleet with compressed natural gas (CNG) buses. We are the only transit system in the state that has done a complete conversion. Some of the benefits are environmentally friendly, dependability (there is less wear on the engines) and the fuel source is domestic. 90% of the compressed gas originates in the US and probably all that OSU is burning is coming from OK. Ken Bartels asked if it was $2 a gallon. Steve said this is correct. The pump price at the station is $1.99/gallon; this is the gasoline gallon equivalent. Steve presented pictures of the buses and filling station. Ken Bartels asked what the cost was to build the filling station. It was contracted with Clean Energy to build the station. They will recoup their capital costs through compression fees of the gas. It didn’t cost the university very much to build. Bruce Russell expressed how proud he is of OSU for switching to a compressed gas fleet. 1,000 cf of natural gas is 1/6th of the BTU content as a barrel of oil, and it cost about $4.50 today and a barrel of oil is about $90. So, for the equivalent BTUs, oil would be $15 and natural gas is $4.50. There is a significant cost savings to the university. CNG is also domestically produced; the other 10% comes from Canada. Steve mentioned that they did put out an RFP for everything. Ken asked what it cost to convert the buses to CNG. Steve stated that is cost $20,000 to convert a bus that was not designed to run on CNG. This cost will be recouped over the life of the buses. Joe Weaver also let the council know that the motor pool is also converting its sedan fleet. As the old cars are cycled out and new ones added, they are CNG vehicles. These are largely the Hondas and Impalas. The new CNG buses are also significantly quieter than their gasoline counterparts.

Udaya asked Steve to expand on inner city service. Steve said the inner city service is with Jefferson. Jefferson is proposing a bus run 7 days a week from Tulsa, through Stillwater to Oklahoma City and through Stillwater on the way back. Steve also spoke with Jefferson about picking up a stop at Langston University. Udaya asked if they will be going to the airports. Steve said he didn’t know if they will be going to the airports but OSU has been discussing picking up a permanent airport run. Currently they do run at the end of each semester and before spring break. They do not run out to the airports daily.

The Transit System is also working on a car share program, which is basically an hourly rental for students or faculty and staff. Benefit for OSU international students who do not have a vehicle here on campus.

Bruce Russell asked about a bicycle rental/vending business, like a bike share. Steve said this has been tossed around, but no one has been able to champion the cause and afford to pay for it. There is an orange bike program through the Wellness Center, but it is very limited and they only have a handful of bikes.

**Report of Status of Faculty Council Recommendations:**

Associate Provost and Associate VP Pamela Fry gave the status of the following recommendations:

**10-12-01-RES:** **Recommendations to approve changes to “Care and Use of Animals in Research, Testing and Teaching” policy.**

**Accepted** – Proposed modifications have been approved by all research-related groups, Legal Counsel and Council of Deans.

**11-01-01-BUD/RFB Support for Report from Phased Retirement Task Force and Proposed Amendment to recommendation and Report**

**Pending**

Pamela Fry also wanted to let the council know that the Dean of Vet Med search, the Graduate Dean search and the Associate VP International Studies and Outreach are progressing. On campus interviews should be announced very soon.

**REPORTS OF STANDING COMMITTEES:**

**ACADEMIC STANDARDS & POLICIES – Mindy McCann – No Report**

**ATHLECTICS – Art Klatt – No Report**

**BUDGET – Ken Bartels – No Report**

**CAMPUS FACILITIES, SAFETY AND SECURITY – Tom Jordan – No Report**

**FACULTY – Udaya DeSilva – No Report**

**LONG-RANGE PLANNING and INFORMATION TECHNOLOGY – Nick Materer –**

**No Report**

**RESEARCH – Jim Smay – No Report**

**RETIREMENT and FRINGE BENEFITS - Mark Lawlor - Update**

Mark thanked all faculty who participated in the survey. There was a response of 602. The committee will be reviewing these data and reporting back to the council next month.

**RULES and PROCEDURES – Robert Avakian – No Report**

**STUDENT AFFAIRS and LEARNING RESOURCES – Karen Hickman – No Report**

**Report of Liaison Representatives:**

**Woman’s Faculty Council – Barbara Miller**

Barbara reminded everyone that Harriet Washington will be speaking on Monday of Research week, February 21st at 2:00 in the Browsing room of the Library. There will also be a reception for the research award winners; there are 6 winners this year. The reception will be from 3:00 to 5:00 in the Browsing room on Thursday, February 24th. Everyone is invited to attend. Each award winner will talk for a few moments about their research project.

**GPSGA – Joseph Simpson**

Joseph wanted to remind everyone that Research Week is coming up and GPSGA needs faculty judges to help. The sign-up sheet is on the front page of the GPSGA website which is [gpsga@okstate.edu](mailto:gpsga@okstate.edu). He also wanted to let the council know that GPSGA is still taking nominations for the Phoenix Awards. The nominations run until March 4th. The Phoenix Award is the top honor for Graduate Education at Oklahoma State. There are three classifications of the award given: 1. Outstanding Masters Student, 2. Outstanding Doctoral Student, 3. Outstanding Graduate Faculty. If you have anyone you would like to nominate in any of these areas, please visit the GPSGA website. The application form is available.

**Old Business – None**

**New Business – 2011 Vice Chair nominations**

1. **Process for closing campus – Joe Weaver**

John Veenstra asked Joe Weaver to give a brief synopsis on the procedures for cancelling classes due to weather. Joe stated that a group of people convene periodically, once the national weather service makes them aware of potentially bad weather. This group includes: Joe Weaver, Lee Bird, Gary Shutt, Mike Robinson – Police Chief, Rick Hill – EOC Director, Rick Krysiak and the Provost office (Denise Weaver or Pamela Fry). This group discusses via conference call the current situation and the weather information. The group gets reports from the highway patrol, Stillwater Public Schools – what’s everybody thinking, what’s everybody doing? Foremost on their minds is safety. Making sure that the university can operate in a way that is safe for the students, faculty and staff. It’s not as simple as – can we get the snow off the sidewalks? A significant number of the faculty lives in Edmond, Oklahoma City and Tulsa, as well as students who are coming from all areas. We need to be aware of the roads in other areas as well. All this is taken into consideration and the group tries to make the best decision with the information that is available. The call to close or stay open needs to be made as soon as possible. The quicker students, faculty and staff know what the plan for the next day is the better everyone is to prepare. This group normally will conference every 4 hours or so as the weather patterns develop. It’s very important for the physical plant guys to let the group know how well they have done as far as moving snow around on campus, getting the base routes cleared. What Stillwater Public schools does also plays a key facture, since so many faculty and staff have children in the public school system. The decision is ultimately based on our conditions and the overall impact. The addition of the Provosts office to the discussion is because Denise Weaver has been very helpful in bringing weather information and what is happening academically on the days in question. Joe Weaver draws the short straw and gets to call the President and suggest to him that campus close or stay open.

Mindy McCann asked if there would be an amount of time missed that the university would start discussing putting this time back on the calendar somehow. Joe Weaver said this was a Pam Fry question. Pam responded that at this point it is up to the faculty member to hopefully work this out with the department head. At this point, this has been the only discussion so far. Mindy clarified her comment: is there a limit to the number of days missed before adding those days back in. Pam said that she has not found any policy that covers this but will check into it. Bruce Russell said one area to keep in mind that with last week’s cancellations, depending on your class schedule, you lost an entire week. Bruce suggested making a Friday a Thursday academic day in order to have the Tuesday/Thursday classes catch up. Joe Weaver’s group in just focusing on the safety issues not necessarily the class make-up time. Ed Harris stated that with modern technology the face to face interaction with students is a little bit over-rated. He teaches a class at night and lets his students know at the first of the semester what the class procedure will be in case of inclement weather. So it’s an alternative assignment.

Ken Bartels asked Joe Weaver if he was optimistic about the budget. Joe responded that he was very pleased with the Governor’s state of the state address. She cited a 3% cut for the education agencies. So she came out with very strong support for education. This was very encouraging news. We have not been able to break down her specific documents to a great degree, but from what they have reviewed it does look like a doable budget, if the legislature will give her the legislation to authorize that budget. It’s a realistic plan. OSU is very pleased with the initial information on the budget.

Mark Krein stated that athletics, last week and tomorrow have a women’s basketball game that they are going through with. Does athletics ever come into account when closing campus because they need to staff the event? Joe stated that yes, this is considered. There are so many contracts and issues in place, that if we can get the officials and the teams to the event they will play them even without spectators. Contracts and NCAA requirements puts them into a tough box to cancel athletic events.

1. **Nominations for 2011 Vice-Chair**

John Veenstra dismissed everyone but the Faculty Council members. John stated that the council needs to solicit at least two names to fill the Vice-Chair position. We need nominations for Vice-Chair and the person who goes into this office is in for a three year ride. They will be Vice-Chair, Chair-Chair then Chair-elect. The floor was opened for nominations. Udaya DeSilva will be running the nominations in the absence of Bob Avakian. Cards were distributed to the Faculty Council members and they were asked to write down the name of a nominee for the Vice-Chair position. Udaya clarified that the nominees can be anyone who has served more than 3 years at OSU. Dr. Ken Bartels and Dr. Shelia Kennison were nominated for the office of Vice-Chair.

The meeting adjourned at 4:15 p.m. The next regular meeting of the Faculty Council is Tuesday, March 8, 2011.

Respectfully submitted,

Shelia Kennison, Secretary