



FACULTY SENATE MEETING

Thursday, May 21, 2009 – 5:00 p.m.

Provost Conference Room, Library – HSC Campus
Schusterman Center Room 1A15 – Tulsa Campus

AGENDA*

- I. Call to Order:** Dr. Al Al-Assaf, Chair-Elect
- II. Approval of March 2009 Minutes**
- III. Report of Executive Committee**
- IV. Committee Reports**
 - A. Committee on Committees Report – FY10 Committees (printed)
 - B. Employee Benefits Committee Minutes – (printed)
 - C. Faculty Compensation Committee
 - D. Green Initiatives Committee
 - E. ITAC notes – (printed)
 - F. Parking Notes – (printed) *provided by Doug Myers, Asst. Director of Parking & Transportation*
- V. Unfinished Business**
- VI. New Business**
 - A. Election of 2009-10 Officers (*email vote to all Faculty Senate members*)
- VII. Announcements**
- VIII. Adjournment**

*Agenda subject to change**

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**Volume 36
Number 6
March 26, 2009
Regular Meeting Minutes of the OUHSC Faculty Senate**

SENATORS, ALTERNATES, AND OFFICERS PRESENT

Deborah Booten-Hiser	Colin Foster	Frank Lawler
Pramod Chetty	Vesper Grantham	Laura McGuinn
Kim Coon	Kevin Haney	Larry Regens
Vicki Coury	Karl Hansen	Winter Smith
Sheila Crow	Mary Hudson	Douglas Stewart
Elena Cuaderes	Peter Johnson	
Deborah Espen	Satish Kumar	

SENATORS, ALTERNATES, AND OFFICERS ABSENT

Al Al-Assaf	Robert John	Abbey Onan
Stacy Anderson	Betty Kopperschmidt	Lida Radfar
Kari Boyce	Renee Leasure	Patsy Smith
Carol Dionne	David Lewis	Julie Stoner
Kevin Farmer	Deborah Lockwood	Steve Walston
Jean Goodman	Voncella McCleary-Jones	
Donald Harrison	W. Mike McShan	

EX-OFFICIOS AND GUESTS PRESENT

Karen Beckman	Doug Myers	Cheryl Williams
Dianne Miller Boyle	Kathy Walker	

- I. **CALL TO ORDER** - The meeting was called to order by Larry Regens, Chair, at 5:02 p.m. A quorum was in attendance before any items were voted on.

- II. **APPROVAL OF FEBRUARY 2009 MINUTES** – The February 2009 minutes were reviewed and corrections were made (*Becky Benoit is with HCA*). Vesper Grantham made a motion to approve the minutes with corrections and the motion was seconded. Motion passed.

- III. **PARKING** – Doug Myers, Assistant Director of Parking & Transportation, gave an update on parking projects on campus. He requested that if a department is conducting a conference or event on campus that Parking be notified so they can assist with parking for visitors and/or vendors.
 - A. Repairs will begin on the guardrails in Williams Pavilion within the next 30 to 45 days with work done primarily after hours. Parking is still taking requests for the Reserved Parking Areas in the basement of the Williams Pavilion and the 1st floor of Stonewall Garage (previously known as the Children’s Garage).
 - B. Ambulatory Surgery Center construction will begin in mid-April and will take approximately 9 months to complete. The construction will eliminate some parking in the current HHODC parking lot.

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- C. Two cut-away buses have been put into service on the campus. Doug encouraged everyone to utilize the shuttle services if at all possible on campus.
- D. The OMRF construction will close 15th street east of Phillips.
- E. Parking permit colors will now coincide with the colors painted on the parking slots in the garage (red=open; green=reserved; blue=reserved area).
- F. Allied Health Building parking for faculty/staff will be similar to K-Lot with student leadership positions being in K-Lot.

IV. WELLNESS INITIATIVE ON CAMPUS – Breion Rollins, Health and Wellness Coordinator for OU, presented information about wellness initiatives on the OU campuses. He is working with all 3 campuses. Discussion was held on the Blue Cross/Blue Shields wellness incentive program, Blue Points. Health Risk Assessments for OU employees will be provided through BC/BS during Staff Week (April 27 – May 1) on the HSC campus and May 14-15 on the Tulsa campus. It is a 15 minutes biometric screening that includes BMI, blood glucose, blood cholesterol, blood pressure, height/weight, and a visit with a health coach. It is open to all HSC employees (faculty and staff). His office is also working to start a walking program on campus, provide a tobacco cessation program, as well as a health lifestyle program (i.e., Weight Watchers at Work or other similar program). Providers of fitness services will be contacted to discuss if they will provide discounts to OU employees. A concern was raised about the recent change of hours by the University Health Club.

V. REPORT FROM EXECUTIVE COMMITTEE - Dr. Regens stated that the Executive Committee had met with Dr. Ferretti prior to the Faculty Senate meeting. The following items were discussed:

- A. Stimulus bill appears to be providing Oklahoma with \$2.6 billion with some specifically going to Higher Education. Depending on how much is received, it could be used to help avoid cuts in the budget. Chancellor Johnson hopes that these funds could help in preventing a tuition increase. Salary increases are not included and with the current economic environment, there will most likely be no new funds for construction on campus. The Provost is working to find funds for renovation and modernization of existing facilities on campus. After the completion of the buildings currently under construction, there are no plans at this time for additional construction. Plans are underway to possibly move the current IT Datacenter from the basement of the Rogers Building to the Nicholson Tower in order to reduce the risk for damage from environmental problems. This relocation would not be funded by state dollars.
- B. Green Initiative – the Provost is actively working to find funding to help with making the Cancer Institute Building an environmentally friendly facility.
- C. Immigration Attorney – HR has hired an attorney who is experienced in immigration law and will work with all 3 campuses with personnel recruitment that involve immigration questions. This will assist with recruitment of faculty, staff and students (especially post doctoral).
- D. University is exploring the establishment of a mentoring program for veterans who are returning to the workforce. The HSC would partner with other agencies to assist in the successful transition of veterans into the community.

VI. COMMITTEE REPORTS

A. Employee Benefits Committee (printed report)

B. Information Technology Advisory Committee, ITAC (printed report) – Coding emails seem to be getting through the security system. A copy of this type of email will be sent to Cheryl Williams, who will forward to the ITAC committee. Any IT specific issues can be sent to Cheryl for ITAC to include in the agenda for their monthly meetings.

VII. UNFINISHED BUSINESS –

A. ORA Concerns – printed report from Dr. Waner was provided. Dr. Regens reviewed the process that was used (survey of faculty was taken; responses were assembled and provided to Dr. Waner and ORA; Executive Committee met with Dr. Waner in December; his report was provided to Faculty Senate) and will be posted to the Faculty Senate website. Karen Beckman, IRB Chair, attended the Faculty Senate meeting and requested an opportunity to provide clarification on several items within the report.

- i. **ORA and IRB** are independent entities with the IRB under the Office of Compliance.
 1. The IRB handles Human Research Protection Program, not the ORA.
 2. The IRB is unable to release approval letters without the complete paperwork, including contracts under review by the ORA.
 3. Outsourcing Human Research Protocol will not speed up the letters of agreement being signed.
 - a. IRB does not change the language, it is done by Legal Counsel.
- ii. **Western IRB** timeline was reviewed and they found that the amount of time from initial submission to completion and approval was only 2 days less than the OU process. The IRB is currently working to streamline process including going to an electronic system.
- iii. **Discussion** was held on various items within the printed report from Dr. Waner. The report reiterates the need for the Principle Investigator to be proactive in pursuing their grant and protocol approvals. Discussion included how to expedite the process for research that protects the investigator and university as well as the human subjects.
- iv. Faculty Senate requested the IRB contact the PI indicating when the program is approved and include if it is pending other institutional approval.

B. Green Initiatives Committee – Each college has named a member to the committee. Discussion was held on getting recycling containers throughout the campus. Dianne Miller Boyle, Chair of the committee, reported that Cheri Marcham, Environmental Health and Safety Office, would like to work with the committee. The committee will work to include her, along with Purchasing and Landscaping.

- i. Speaker from the University of Maryland – committee will work with President's office to bring a speaker on green initiatives, hopefully in the fall.
- ii. Deborah Booton-Hiser stated that the Student Association has formed a group of similar interests and objects. Staff Senate has also expressed an interest in the green initiatives.

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- iii. Computer Systems – IT will begin charging to recycle computer equipment beginning June 1, 2009.
- iv. Tulsa campus may want to pursue similar green initiatives

VIII. NEW BUSINESS

A. EBC Member from Tulsa campus. – Dr. Regens reported that the Norman Faculty Senate had requested a change in the EBC bylaws regarding membership on the committee through the faculty senates. There currently is an EBC membership slot designated for a faculty member from the Tulsa campus with the old bylaws stating that a College of Medicine-Tulsa faculty member would be appointed by the President, upon recommendation from HSC Faculty Senate. Last fall, President Clancy at Tulsa suggested that recommendations for this EBC member should be received from the HSC Faculty Senate and the Norman Campus Faculty Senate to reflect the reality that Tulsa now draws faculty from both of these institutions. The purpose of the change would be to broaden the Tulsa faculty representation to include the non-medical faculty.

- i. Norman Faculty Senate is proposing that the Tulsa Campus faculty member be appointed by the President after receiving recommendations from HSC Faculty Senate and Norman Faculty Senate. Currently, there are 3 HSC Faculty Senate members of the committee, 2 appointed by the HSC Faculty Senate and 1 appointed by the President. Norman is suggesting that one of the HSC Faculty be specifically a faculty member from the Tulsa campus.
- ii. After discussion, it was suggested that the membership on the EBC be expanded to include a member from the Tulsa campus or the Norman Faculty Senate could allocate one of their EBC members to the Tulsa campus.
- iii. Motion was made by Dr. Kevin Haney to recommend to the EBC that a member who is a Norman faculty assigned to the Tulsa campus be made a part of the EBC by either increasing the committee membership by one or the Norman Faculty Senate could allocate one of their EBC members be from the Tulsa campus. Motion was seconded and passed.

B. Ice Removal on Campus – Discussion was held on the recent ice storm and the removal of ice from streets, walkways and garages on campus. When the campus is re-opened after being closed for ice or snow, faculty suggested that a greater effort should be made to clear the ice prior to employees returning to campus. Removal of ice on the streets is done through Okla. City; sidewalks are cleared by landscaping; garages are cleared by site support and paid through Parking Administration. Doug Myers reported that for the January 27th storm, it cost \$36,000 to remove the ice from the garages. It appeared that patient areas are cleared first.

- i. Faculty requested that Administration look at hiring outside contractors to help with removal of ice, along with Site Support and Landscaping.

C. Faculty Governance Award process – Discussion was held on the Faculty Governance Award process. The award is to recognize the contributions of an individual faculty member who has been instrumental in faculty governance on campus. The process will be updated by the Executive Committee with clearer and more specific criteria included in the guidelines. Proposed guidelines will be submitted to the Faculty Senate for review and approval.

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IX. ANNOUNCEMENTS

- A. Deadly Medicine** – Laura McGuinn announced that the Deadly Medicine: Creating the Master Race, will be at the Oklahoma Science Museum April 5 - July 5, 2009. The exhibit will feature original artifacts, photographs, documents, and historical film footage. There are also upcoming events and speakers scheduled on campus in conjunction with this exhibit.

- B. GREAT Symposium** - Deborah Booton-Hiser announced that the Graduate College & the Graduate Student Association is sponsoring the 34th Annual GREAT Symposium, March 31- April 2, 2009

X. ADJOURNMENT

- A.** Meeting adjourned at 6:37 p.m. The next meeting will be Thursday, May 21st and will include updates by committees and input on current projects.

Respectfully submitted,

Laura McGuinn
Secretary, 2008-09

Handouts:

March 2009 Agenda
February 2009 Meeting Minutes (Draft)
Employee Benefits Committee Minutes (printed)
ITAC Notes (February 2009 printed with ITAC handouts)

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MINUTES
EMPLOYEE BENEFITS COMMITTEE
April 16, 2009

Members Present

Darryl McCullough, Chair
Debbie Copp
Brenda Freese
Karan Glickman
Joann Dean
Robert Roswell
Steve Livesey

Will Wayne
Sue-Anna Miller
Donald Harrison
Brad Quinn (for Dick Bennett)
Debra Bemben
Alisa Dougless
Frank Lawler

Members Absent

Julius Hilburn
Dick Bennett
Simin Pulat

Ex Officio Members

Barbara Abercrombie
Nick Kelly

The meeting was called to order by the Chair at 1:30 pm.

I. Approval of Minutes

Minutes from the February 19th meeting were approved with no corrections.

II. Tulsa Faculty Member Appointment (Darryl McCullough)

- It has been proposed that because the Tulsa campus has grown broader in scope, the Tulsa campus based faculty representative to the EBC can be a faculty member appointed to either Norman or HSC programs. If the change is approved, input will be required by the Faculty Senate on both the Norman and HSC campuses.
 - Approval was obtained from Norman's Faculty Senate in December, 2008
 - The HSC Faculty Senate proposed to either expand the EBC by adding another seat for a Norman Faculty Member, or designate one of the Norman representatives as a Tulsa Faculty Member.
- Darryl pointed out that it could be challenging to create a new seat because:
 - The committee is already very large.
 - If the committee is expanded to accommodate this recommendation, it is possible that other groups may request additional representation.

- The EBC is designed to be an advisory committee, not a legislative committee.
- Committees should be representative of the institution and must stay current.
 - If the committee chooses to explore expansion, the first question which needs to be asked is whether or not it represents the current constituency.
- Darryl expressed his opinion that the issue should not be pursued further at this time.

Question: Karan asked whether or not adding someone requires additional approvals?

Response: Nick said that yes, additional approvals would be required. The President's office and EBC would both need to approve.

Comment: Debbie Copp stated she thinks that although it was admirable for President Clancy to suggest adding another Tulsa Faculty Member, the recommendation should not be pursued at this point in time.

Comment: Barbara Abercrombie stated that Tulsa does not have its own Faculty Senate.

Comment: Nick Kelly noted there is nothing which would prohibit appointment of a Tulsa based Norman faculty member to EBC.

Resolution: A motion not to pursue this issue was presented by Darryl McCullough and was passed by the group.

III. Retiree Medical Update (Nick Kelly)

- The Retirement Options Committee is scheduled to meet on April 27th. It is anticipated that the committee will decide at this meeting whether to move forward with current recommendations or modify them. It is possible that the outcome of this meeting will be results which will be presented to President Boren; however, there is no set deadline for implementation of this initiative.
- Feedback which has been received over the past four or five months will be considered.
- Nick provided a recap of the feedback received to date and informed the group that most feedback has centered around:
 - Where lines are drawn and whether the model recognizes long term service adequately.
 - The cost cap for Group 4
 - Adding more groups and/or changing the contribution percentages.

Question: Debra Bembem asked if the Retirement Options Committee met on March 6th.

Response: Don Harrison told the group that the committee did meet. Feedback was given to the consultants and the committee requested more simulations.

IV. FSA Account and Required Documentation (Nick Kelly)

- Several employees have received a request for documentation from PayFlex for purchases made with the FSA debit card. There was some discussion in the last Staff Senate meeting in which employees questioned the need for PayFlex to request documentation. It was noted that Aetna did not require additional documentation. Nick provided the following information to the group as rationale for receipt of the PayFlex letters:
 - The Internal Revenue Service (IRS) requires debit card users to prove that the items they are purchasing are eligible expenses. In the case of OU employees, if the item or service does not match one of the copays and the purchase cannot be specified at the point of sale, additional documentation will be requested. Nick urged all employees to save itemized receipts in order to be prepared should PayFlex request them.
- Nick informed the group that over 90% of 1st Quarter transactions were processed smoothly, and no additional documentation was required.
- There has been some coding difficulty between Goddard and PayFlex. This may account for some of the additional documentation requests.

Comment: Debbie Copp told the groups that in the letter she received all of the copays were lumped together and the dates in the letter did not match the transaction date, so it was hard to determine what items required additional documentation. Additionally, she stated the letter is very non-descript and could easily be mistaken for junk mail. Could we ask PayFlex to make it more obvious that it is not junk mail?

Comment: Don Harrison indicated that the tone of the letters is abrasive and is likely offensive to many of the people receiving one.

Response: Nick informed the group he will discuss the letter with PayFlex. In addition, he explained the reason Aetna did not require additional documentation was that they had access to all of our claims, as they were the insurance carrier.

Comment: Debbie Copp expressed concern that the FSA was “talked up” and now members are getting the letters. She indicated we should let members know they will not be audited on all claims.

Response: Nick told the group that the problem will be resolved very soon; however, dental services will likely continue to require additional documentation. He also let the group know that documentation would not be repeatedly requested for an ongoing charge. After a charge has been verified, and if it is incurred on a consistent basis, documentation will not be requested again.

Question: Karan Glickman asked what the ramifications of ignoring the letter would be.

Response: Nick explained that in the event a member does not respond to the first request for additional information, a second letter is generated giving additional time to respond. If there is no reply to the second request, collection procedures will begin and the card will be temporarily inactivated. The member will be required to reimburse the plan by submitting the requested documentation, submitting a personal check, or by submitting an itemized receipt for another eligible item.

Question: Darryl asked whether or not BlueCross BlueShield (BCBS) administers FSA's.

Response: Nick informed the group that BCBS does not administer FSA's. OU received several bids for this service and PayFlex had the best overall product.

V. 403(b) Loan Clarification (Nick Kelly)

- Nick informed the group that until OU secures a single administrator for the 403(b) plan employees will be unable to take loans against their account. The reason is because OU cannot accurately track the amount of the loans due to the large volume of options available. If employees were to take out a loan, OU would be out of compliance with IRS regulations.
- Although market changes have complicated the process, Nick assured the group that diligent work is being done in effort to secure a single administrator for the plan. He is hopeful a recommendation will be forthcoming soon.

VI. Impact of Recent Legislation on Benefits Operations (Nick Kelly)

- Nick informed the group about the COBRA subsidy under the new Federal law which was effective February 18, 2009. The University is directly impacted by the passage of this legislation because it provides for premium reductions and additional election opportunities for health benefits under the Consolidated Omnibus Budget Reconciliation Act of 1985, commonly called COBRA. Eligible individuals pay only 35 percent of their COBRA premiums and the remaining 65 percent is reimbursed to the coverage provider through a tax credit. The premium reduction applies to periods of health coverage beginning on or after February 17, 2009 and lasts for up to nine months for those eligible for COBRA during the period beginning September 1, 2008 and ending December 31, 2009 due to an involuntary termination of employment that occurred during that period. In order to satisfy OUs compliance obligations under this act, Human Resources was required to send letters informing all employees who were involuntarily terminated after 9/1/2008. The letters were successfully sent on April 17, 2009. Going forward, all newly terminated employees will receive an updated COBRA notice, informing them of the subsidy.
- New federal regulations now require employers to provide the social security numbers of members to the employer's medical insurance provider, per Section

111 of the Medicare, Medicaid, and SCHIP Extension Act of 2007 (MMSEA). In order for the University comply with the new regulations social security numbers for employees and dependents over the age of 55 must be provided to insurance providers. The penalties for non-compliance are severe, and will be retroactive. Nick reassured the group that OU will continue to eliminate the use of social security numbers whenever possible.

VII. Wellness Efforts/ Staff Week Screenings

- Nick informed the group that a Wellness Coordinator has been hired to work on both campuses. Breion Rollins is an OU graduate and earned his MBA in Human Resources at Texas A&M.
- Health Screenings have been scheduled during staff week on both campuses. The screenings will include an assessment of cholesterol, weight, blood pressure, and body fat. Employees will have the chance to review their results one on one with a health professional.
 - Currently there are over 800 employees signed up on the Norman campus and 700 at HSC.
 - The goal is to get 1,000 employees screened on each campus.
- Other initiatives currently being pursued are weight loss, walking, and no smoking programs.
- Nick reminded the group that BCBS offers BluePoints, which is a website where employees can earn rewards for tracking health and diet information in effort to maintain a healthier lifestyle.

VII. Other Business

No new business.

General Discussion

Comment: Dr. Roswell saw the dentist and Delta did not pay for any of the charges. He later received a letter from the dentist stating they were having trouble verifying coverage. It turned out to be a billing software issue due to the lack of a social security number. Dr. Roswell spoke with Delta's customer service supervisor and expressed his concern that there is not adequate communication between Delta and the provider.

Response: Nick clarified that our master contract requires the use of a Member ID, not a social security number. This issue will be addressed with Delta.

The next meeting will be held at 1:30 p.m. Thursday, May 21, 2009.

There being no other business, the meeting was adjourned at 2:35 pm.

OUHSC FACULTY SENATE
IT ADVISORY COMMITTEE
April 2, 2009

Provost Conference Room
LIB 223

Meeting Begins at 5 p.m.
Video Conferencing to Tulsa

AGENDA

- A. Call to Order
- B. Faculty Senate Report (*Kari Boyce*)
- C. Spam email issues (*sent through Faculty Senate*)
- D. Academic Technology Update (*Candace Shaw*)
- E. IT Update
- F. Unfinished Business
- G. New Business
- H. Announcements
- I. Adjournment

ITAC Meeting Notes

April 2, 2009

Attendees: Asch, Bourne, Boyce, Ferguson, Fung, Keintz, Laurie, Mattachione, Shaw, Trepagnier, Wild.

Meeting called to order at 5:03 PM.

Faculty Senate Report – Boyce

No new items to report from the Faculty Senate

Spam E-mail Issue – Sent through Faculty Senate

An e-mail was forwarded from Faculty Senate to IT asking why it wasn't being filtered as spam.

- A review of the message indicated it does not fit the definition of spam as unsolicited e-mail. The message appeared to be sent by a legitimate business based on a mailing list that the recipient at some point joined. The message contained instructions for unsubscribing from future similar messages.
- IT followed up with the recipient by sending information about using the Proofpoint spam filter digest for designating messages as spam and adding individual addresses to "allowed" or "blocked" lists.
- The Proofpoint spam filter has been a very effective solution for the campus. It blocks millions of spam messages every month from reaching campus mailboxes.

Academic Technology Update – Shaw

- Course Management System
 - A committee has been formed to evaluate the performance of the campus' current course management system, Blackboard, with regard to faculty experiences and requirements.
 - The committee will also evaluate other systems including ANGEL and Desire2Learn.
 - The campus continues to experience performance problems with Blackboard.
 - There are other solutions currently delivering functionality that Blackboard does not provide or provides only at additional expense.
 - A faculty survey will be sent to gather more requirements in preparation for hands-on assessments of other products.
 - It is anticipated due to the scope of changing course management systems, the campus will be using Blackboard through at least June, 2010.
- Academic Technology Showcases (Handout)
 - Academic Technology is conducting showcases in the colleges to inform faculty about the campus learning resources that are available for their use.
 - The committee discussed the challenges of and made suggestions for communicating this type of information to faculty across the campus.
- Video Conferencing

Use of video conferencing services continues to grow and a number of system and process improvements are underway:

 - Implementing a dialing scheme which uses 5 digit extensions instead of IP addresses for video conferencing units. This will make it easier to dial other units and set up sessions.
 - Automating the setup and connection of rooms. This will facilitate smoother setups and reduce the burden on support staff that currently manually setup each session.
 - Implementing changes to make inbound calling from outside the campus easier and more robust.
 - Use of the video bridge to facilitate faster ad hoc meeting setup. The video bridge functions much like an audio conferencing bridge where participants dial in to one location for a meeting.
 - New software clients will be deployed to make desktop video conferencing easier to use. These clients provide an "instant messaging" type experience. Working to have this software available by the fall.

IT Update – Trepagnier

- Secure Messaging:
 - Secure e-mail is being rolled out to the campus. In addition to secure messaging, the product also provides a mechanism for the secure transfer of files. The communications plan for the

ITAC Meeting Notes

April 2, 2009

- launch of Secure Messaging is being developed. We will update you with the plan when it is fully defined.
- Information on using the tools is being added to the IT Service Desk Knowledgebase in the "Messaging and Collaboration" category (see handout) at <http://help.ouhsc.edu>.
 - For patient communications, the secure messaging functionality being implemented in the Centricity EMR system should be used. The EMR secure messaging functionality ensures that all patient communications are kept as part of their medical record. For more information on the EMR and its use for patient communications, contact Dena Barley or Kevin Elledge from OU Physicians MIS.
 - Microsoft Office 2007 Training courses are being scheduled for the campus. More information is available at the IT Service Desk Knowledgebase:
https://www.service-now.com/ouhsc/kb_view.do?sysparm_article=KB10448

Meeting adjourned at 5:40 PM.



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The mission of Academic Technology is to lead the university and engage the faculty, staff and students in the utilization of technology for an enhanced educational experience.

Contact Academic Technology:

Candace Shaw, Director
 (405) 271-8001 ext 50278
 web-courses@ouhsc.edu
<http://www.ouhsc.edu/at/>

IT Service Desk Knowledgebase Articles for Secure Messaging

KB10451 > How do I download & install the Secure Messaging Outlook Plugin?

https://www.service-now.com/ouhsc/kb_view.do?sysparm_article=KB10451

KB10466 > Secure Messaging Enrollment Process

https://www.service-now.com/ouhsc/kb_view.do?sysparm_article=KB10466

KB10467 > Sending a Secure Message Using Outlook without the Plug-in

https://www.service-now.com/ouhsc/kb_view.do?sysparm_article=KB10467

KB10468 > How do I use Proofpoint Secure File Transfer to send a large file?

https://www.service-now.com/ouhsc/kb_view.do?sysparm_article=KB10468

KB10465 > How do I request a large file using Proofpoint Secure File Transfer?

https://www.service-now.com/ouhsc/kb_view.do?sysparm_article=KB10465

Faculty Senate Meeting May 21, 2009

- The contractor of the Comparative Medicine building is continuing the trenching across K Lot. The weather has delayed their schedule by approximately three weeks.
- We are continuing the repairs of the Williams Pavilion guardrails on the 2nd and 3rd floors. The contractors have been very good in doing the work on weekends and afterhours to lessen the inconvenience to our customers. There will be no parking allowed along the south side of the garage 3rd level from 8 pm to 4am from Monday, May 18th through Sunday, May 24th. Thank you for your patience during these repairs.
- Construction of the Ambulatory Surgery Center has started. This project is going to last approximately one year. We have been working closely with the contractors and expect that to continue throughout the project.
- Bike Racks – Bike racks have been ordered and received by Site Support. I will have another meeting with them next week to discuss the placement of the bike racks. Family Medicine Classroom, Williams Pavilion, the new College of Allied Health and College of Nursing. Due to the extremely tight budget we all are going through currently we will not be replacing any old style bike racks.
- 5-Story Parking Garage – With the clinics moving to the new OUCP building in August we will be renaming the garage to the “Stonewall Parking Garage”.
- Bus Routes – We will be starting to take a look at our bus routes next month and evaluate changes. With the move of College of Allied Health as well as the OUCP opening in August we will need to make some changes. If you have any suggestions please send an email to the parking customer service mailbox. Due to the lack of parking spaces in the new Children’s Parking Garage, employees of OUCP will still be parking at the Stonewall Parking Garage and using the skywalk or shuttle.
- We are still accepting requests for our upcoming Reserved Parking Areas. We will have 1 area on the 1st floor of Williams Pavilion. The other area will be on the 1st floor of the 5-story parking garage on Stonewall Ave. We currently have 110 people on the wait list. If anyone wants to be added to the list, please email your request to Parking Customer Service. I am waiting for the repairs to be finished in the WP Parking Garage before we implement.
- OMRF received approval from the city to close off NE 15th St. from Phillips to McMechan Parkway. They will be installing bollards to stop the thru traffic. This will allow them to eventually construct a plaza that will connect one of their buildings to their parking garage.