

Minutes
Student Health Advisory Board Meeting January 13, 2012. Approved January 27, 2012.
Oregon State University Student Health Services

I. Call to Order.

A meeting of the Student Health Advisory Board was held in 322B Plageman Building, OSU Student Health Services, on Friday January 13, 2012. SHAB chair Mac Ovenell called the meeting to order at 1:00pm.

II. Attendance.

<u>Students</u>	<u>Voting Faculty</u>	<u>Non-Voting Faculty</u>
Seth Chip	Steve Lawson	Phil Hstand
Jaya Conser Lapham		George Voss
Kelsey Friedt		
Lexie Merrill		
Mac Ovenell		
Sita Ping		
Kimberly Rubey		
Ashley Vernon		
Steve Wicks		

III. Welcome and Introductions.

IV. Votes.

- A. Minutes of November 1, 2011, November 17, 2011, and December 3, 2011, meetings were approved.
- B. SHAB Bylaws were approved.
- C. SHAB application form was approved.

IV. SHS Annual Budget.

- A. Discussion of budget process and timeline. SHS is scheduled to present to SIFC on Monday February 27, 2012. George talked about format and philosophy changes out of the recent SIFC internal review.
 1. No depreciation expense, as that expense does not require cash. Depreciation is building and equipment written off, annually, until net value equals \$0.00.
 2. SIFC wants to see zero bottom line: no income, no loss. Health Fee is not producing excess revenue. SHS has tried to show a small income. In the past 2 years, increased enrollment has resulted in increased income.
- B. Line by line discussion of proposed 2012-2013 SHS annual budget.
- C. Discussion of proposed staffing increases, to be presented to SIFC as Decision Packages. Proposed staffing increases would add \$5.19 per term to the proposed \$97.30, total \$102.49 2012-13 Student Health Fee. These are not ranked by importance.
 1. 1.0 FTE Insurance Office Specialist 2, needed for increased enrollment.
 2. 1.0 FTE IT Department Manager. George currently manages two 1.0 FTE IT positions as a part of his job. External Reviewers Lesley Sacher and Bill Christmas have not submitted their final report to Larry Roper, but they commented to Phil in December 2011 that changing to third party billing *requires* increased IT support and IT Manager.
 3. 0.5 FTE IT Application Specialist, for complex electronic health record.
 4. 1.0 FTE Psychiatrist. Currently SHS has 1.0 FTE psychiatrist. One psychiatrist per 10,000 students is recommended. OSU SHS has one for 20,000+ students. CAPS supports this increase.
 5. 0.5 FTE Receptionist for Medical Records and Reception Department, needed for increased enrollment.

VII. Adjournment.

- A. Meeting adjourned at 2:20pm.
- B. The next SHAB meeting will be changed to **4-5pm** Monday January 23, 2012.

Minutes reviewed by Phil Hstand and George Voss.

Minutes submitted by Claire Younger.

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