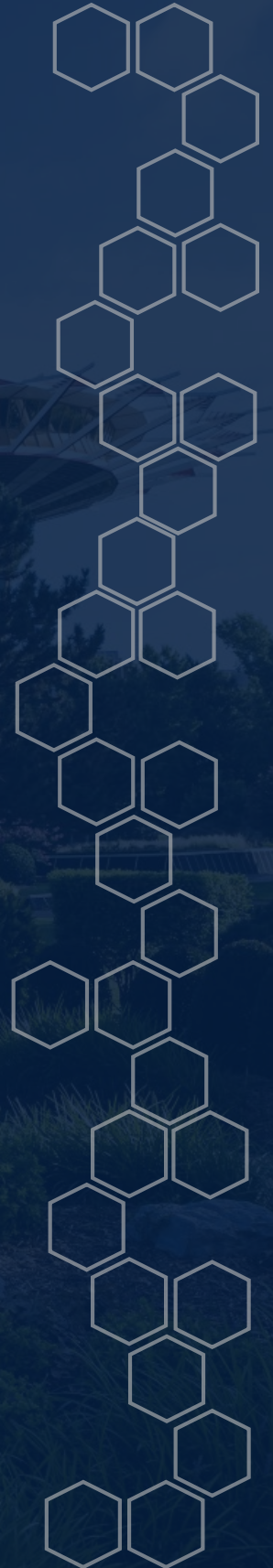


# EMPLOYEE DISCOUNTS, SERVICES & PERKS



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## OVERVIEW

Oral Roberts University is blessed with a community of like-minded individuals who aim to positively impact their sphere of influence through work, service and excellence. Our staff and faculty make a tremendous difference in the lives of our students and community every day.

Our goal is to continue to strive to make ORU a great place to work and grow as staff and faculty. Through comprehensive benefits, a positive spirit-filled work environment and other employee initiatives, we hope to continue enhancing the lives of our employees each and every day. That is why we find and try to implement new ways to say "thank you" to ORU staff and faculty through services, discounts, perks and much more. The following pages contain information pertaining to various ORU employee perks, offerings and services.

*If you have a question concerning any of the items listed in this document, please contact our Benefits Specialist at (918) 495-7561 or [benefits@oru.edu](mailto:benefits@oru.edu).*

Full details on all programs can be found in the [Employee Handbook](#)—please keep in mind, this document is for reference purposes only.

# ORU

ORAL ROBERTS UNIVERSITY

*Office of Human Resources*



**HEALTH, NUTRITION  
& WELLNESS**

**FITNESS CENTER:** Employees are encouraged to participate in an aerobics program. The facilities of the Aerobics Center are available for use during scheduled hours each day. The employee's spouse and minor children may use the facility on Friday nights and certain hours on Saturdays. (NOTE: Consult your physician before beginning any exercise program.) Employees using the Aerobics Center must carry a current valid ORU-issued ID, which must be presented before entering the facility.

More information on both the Aerobics Center hours and planned group activities are available from the Aerobics Center Office, at 918-495-6059.

You may log on to <http://www.aerobics.oru.edu> to get up-to-date general building and program information.

**WELLNESS:** ORU continues their dedication to Mind, Body and Spirit with employees. ORU along with their health program with Blue Cross Blue Shield (BCBSOK) offer a comprehensive wellness program with incentives. See the Benefits page for further details.

**CAFETERIA:** Full-time employees have 5 comped meals loaded on their Eagle Card each semester. All employees may purchase meals at the University Cafeteria. All employees may also purchase special discounted meals (Block of Meals) at the Eagle Card Center

**EVENT ACCESS &  
FACILITY USAGE**

**LIBRARY:** Full-time and part-time employees may use the University library. Assistance and special training sessions are available to help one become familiar with the library procedures. A current ORU employee identification card must be presented in order to secure library privileges. Items checked out from the Library should be returned in a timely manner.

**ATHLETIC EVENTS:** Employees and their families are welcome as spectators at the many athletic events (basketball, baseball, tennis, golf, and soccer) sponsored by the University Athletics. All University employees may purchase season basketball and baseball tickets, in designated seating areas, at a discount for all home games.

More information on ORU Athletics:

[www.oruathletics.com](http://www.oruathletics.com)

### PERFORMING ARTS:

- *Drama:* The Drama Department presents several plays during the year. Full-time employees are usually given a pair of complimentary tickets and may purchase additional tickets for these events. Tickets may be purchased at the Ticket Office in Howard Auditorium prior to the event and, in some instances, the night of the presentation. For more information, call the Ticket Office, at 918-495-6154 during the week of the play
- *Music:* The Music Department presents many concerts, recitals, and other musical events during the year. Many of these events are presented with no admission charge. Employees and their families are cordially invited to attend these presentations.

### PARKING & SECURITY

**PARKING:** Well-maintained parking lots are available to the University's employees free of charge. Employee parking is reserved only for those cars registered with Security and displaying the appropriate parking permit.

More information on ORU parking regulations administered by the ORU Department of Public Safety:

[Parking Information](#)

**HANDICAPPED PARKING PERMITS:**

Handicapped permits for staff or faculty are issued through the Oklahoma Department of Public Safety. Signs are posted for each lot indicating permissible parking locations. Employees should contact Security if special parking arrangements are needed.

**SECURITY:** ORU has a commitment to its employees' security and safety. All armed officers are certified and licensed by the Oklahoma Council on Law Enforcement Education and Training (CLEET). The office of Public Safety (DPS) is available on campus 24/7 all year. DPS is located in the Hamill Center.

Department of Public Safety Contact Information:

(918) 495-7750  
[security@oru.edu](mailto:security@oru.edu)

Go to [Public Safety](#) for further details and information.

**SERVICE  
RECOGNITION &  
PERFORMANCE**

**SERVICE AWARDS:** During the Service Awards, we congratulate and celebrate employees for their service anniversary with Oral Roberts University. The length of service is determined from the adjusted service date. ORU recognizes that the caring service employees offer students and each other is an integral part of our mission.

**CUSTOMER SERVICE AWARDS:**

Employees exhibiting significant behavior that prevents or reduces problems from occurring and those that exemplify ORU standards while serving our demographics can be nominated for yearly customer service awards.

**SALARY ADJUSTMENTS/PERFORMANCE**

**REVIEWS:** Based on performance, progress, quality and quantity of work, attendance, and punctuality, employees may be recommended for a merit increase on an anniversary date review or as designated by Administration.

**PROMOTIONS:** ORU is an organization that encourages accomplishment on the part of every employee. Therefore, ORU believes in promoting employees who have a good record of workmanship and reliability and have the required preparation and training. Employees are encouraged to take advantage of any available career opportunities as they develop new skills or work-related knowledge or experience.

***DISCOUNTS &  
SERVICES***

**BOOK STORE DISCOUNT:** Full-time and part-time regular staff and faculty, upon presentation of a current ORU identification card, are eligible for a 10% discount at The University Bookstore on ORU apparel and gift items, non-emblematic gifts, general reading books, and school supplies. Discount does not apply to textbooks, health and beauty, software, magazines, graduation products, convenience foods, or sale items. See store associate for further details.

**TULSA TEACHERS CREDIT UNION:** Membership and discounts offered to ORU employees on select TTCU accounts/services. Contact TTCU-Riverside at 918-779-7865 for more information.

**CHECK CASHING:** As a courtesy service to employees, the University will cash personal checks. The Student Accounts Office, Graduate Center 2 1/2 West, offers this service daily between 9:00 a.m. and 4:00 p.m.

### *SCHEDULING*

**FLEXIBLE SCHEDULES:** ORU has instituted a flextime policy wherein the operating hours of 7:00 am to 6:00 pm are observed. Each department's requirements will vary. Employees should inquire about a flexible schedule from their department supervisor.

Note: The University reserves the right to establish and change work schedules as may be necessary for the orderly and efficient operation and will provide advance notice of work schedule changes.

**SHIFT DIFFERENTIAL:** Specific positions have been classified as eligible for shift differential, and the policy designates the method of remuneration to be provided to employees who work the evening and/or night shift.

### *SPIRITUAL DEVELOPMENT*

**CHAPEL:** Chapel Service is held twice a week on Wednesdays and Fridays from 11am until 12pm. Department heads create a rotating schedule so that employees may attend at least once a week.