

**OSU STAFF ADVISORY COUNCIL IN TULSA**

**Agenda**

Friday, October 28, 2016

**12:15-1:15 p.m.**

**E-202, CHS**

1. **Call to Order:** 12:15 p.m.
2. **Roll Call:** Rebecca Crandell (*E = Excused Absence*) (*X = Unexcused absence*) (*P = Present*)

Ashley Adkins	P	Amy Green	P	Ryan Miller	P
R. D. Bell	A	Matthew Green	E	Noreen Phillips	A
Amanda Benn	P	Ashley Groom	A	Meagan Robertson	A
Michelle Boyd	P	Janifer Hilton	E	Sherrita Sweet	P
Xan Bryant	P	Angelyn Holmes	P	Tina Tappana	P
Dale Chapman	A	David Juergens	P	Bria Taylor	P
Rebecca Crandell	P	Cindie Lamon	P	Tyler Thompson	P
John Crimarco	P	Christina Massey	P	Lindsey Yoder	E
Cidney Dirickson	P	Melanie McClain	A		
Jamie Edford	E	Kelly McCracken	E		
Marjorie Erdmann	A	Kim McCrackin	A		
Earl Gordon	A	Bavette Miller	P		

**OSU STAFF ADVISORY COUNCIL IN TULSA-- Mission Statement**

*The mission of the Oklahoma State University Staff Advisory Council in Tulsa is to help unify employees on all campuses and branch locations, and to represent the interests of staff in the development and implementation of policies and procedures that directly affect their morale, well-being, working conditions, and professional welfare.*

3. **Executive Update:** Ashley Adkins
4. **Human Resources:** Tina Tappana
5. **Outreach Update:** None.
6. **Approval of Minutes:** Motion by Xan Bryant and Amy Green; minutes approved
7. **Approval of Agenda:** Agenda approved
8. **Treasurer's Report:** R.D. Bell: Ashley Adkins

- Bank Account: \$2,332.38
- SAC: \$1,094.15 (CHS Staff Scholarship Fund)
- Need to make sure the OSU-Tulsa account is closed
- Operations Account: \$396

## 9. Committee Reports:

- Awards and Recognition (Chair-Bria Taylor):
  - Need to make sure we are collecting transcripts from scholarship recipients to show they are actually enrolled in class
  - Bria will send website changes/updates to Amy to correct certain dates, etc.
- College and Community Relations (Chair-Xan Bryant):
  - Recycling Day is November 15<sup>th</sup>
  - Waiting to see if the SAC committees separate before deciding on making holiday baskets
- Communications (Chair-Amy Green): None.
- Fund Raising (Chair-Janifer Hilton) :
  - Janifer was not at the meeting to the committee brought up ideas for fundraising. Ideas included:
    - Popcorn sale
    - Ice cream social
    - Valentine's Day bake sale
    - Pizza sale
    - Coffee sale
    - Compliment grams
- Policy and Benefits (Chair-John Crimarco): None.
- Rules and Procedures (Chair-Amanda Benn): None.

**10. Old Business:** None.

## 11. New Business:

- 1. What can SAC do when OSU-CHS employees are in the hospital?**
  - HR already sends flowers to employees in hospital for severe conditions, funerals, new babies, etc.
  - Committee discussed sending cards instead of flowers
  - It could be helpful to pre-sign several cards so they'd be ready to send out as needed

- **Discussion and vote on separating OSU-Tulsa & OSU-CHS Staff Advisory Council**

**Committees:**

The committee discussed separating OSU-Tulsa SAC from OSU-CHS SAC and creating two separate groups. Discussion points included:

- Shared services employees could feel unimportant or less valued if we split the committees apart  
(Some of the shared services between the two campuses include IT, Budget, Marketing, Facilities, Grants/Contracts/ and Safety)
- Splitting up would cause financial burden on OSU-Tulsa since SAC has less members from that campus than from CHS
- Majority of fundraising in the past has been conducted by CHS members
- SAC may not be fostering OSU school relations by excluding the Tulsa campus
- Consideration of holding some SAC meetings at the Tulsa campus (Baxter's Grill used to be our neutral meeting location until that was no longer an option.)
- There could be a lack of understanding from committee members and OSU employees in general as to what Staff Advisory Council does and what they stand for
- SAC could benefit from receiving more guidance from OSU administration
- OSU-Tulsa campus may have a different "mission" than OSU-CHS; clarification needed.

Action Taken:

The committee tabled the discussion/vote until the next meeting on November 18<sup>th</sup>, 2016.

**12. Adjournment:** the meeting adjourned at 1:00pm.

**The next meeting will be November 18<sup>th</sup>, 2016.**