

OSU STAFF ADVISORY COUNCIL IN TULSA

Agenda

Friday, April 21st 2017

12:15-1:15 p.m.

E-202, CHS

1. **Call to Order:** 12:20 p.m.
2. **Roll Call:** Rebecca Crandell (*E = Excused Absence*) (*X = Unexcused absence*) (*P = Present*)

Ashley Adkins	P	Matthew Green	E	Tina Tappana	P
Amanda Benn	E	Janifer Hilton	E	Bria Taylor	P
R.D. Bell	P	Angelyn Holmes	X	Tyler Thompson	X
Xan Bryant	E	David Juergens	X	Monica Williams	E
Dale Chapman	P	Cindie Lamon	E	Lindsey Yoder	P
Rebecca Crandell	P	Christina Massey	P		
John Crimarco	E	Kelly McCracken	E		
Cidney Dirickson	E	Ryan Miller	E		
Jamie Edford	E	Victoria Parks	X		
Marjorie Erdmann	P (via phone)	Noreen Phillips	X		
Earl Gordon	E	Meagan Robertson	E		
Amy Green	P	Sherrita Sweet	E		

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. **Approval of Minutes:** March minutes were sent out via email on 4/25/17. Awaiting approval status.
4. **Approval of Agenda:** N/A

5. Human Resources:

- Denim Day – April 26th
- Administrative Professionals Day – April 27th at OSU Tulsa
- May 2-3: Lunch & Learn on loss
- May 5: Clinical staff lunch
- May 18-19: Spring Staff Conference

6. Reports of University Committees:

A. Faculty Senate: Jarrad Wagner, Ph.D. – No report.

B. Administration: William Pettit, D.O. – No report.

C. Department of Wellness: Jesse Chaffin

- AHA Heart Walk this Saturday, April 22nd
 - Sign up to walk with us and get a FREE t-shirt
 - The walk is also free.
- TED Talk Tuesday
 - May 2nd from 12:15pm – 1pm
 - The Burnout Gamble by Hamza Khan
- Chair Massages
 - May 8 – 10 from 11am – 1pm
- Staff and Faculty Wellness Survey
 - Will be sent out beginning of May
 - This survey will help give me a better understanding of what types of programs are wanted and what past programs have been found beneficial.

7. Treasurer's Report: Matthew Green

- **31-32800 OSU-CHS Staff Scholarship: \$1,094.15**
 - Open to both OSU-Tulsa and OSU-CHS staff according to Sandy Cooper. The scholarship is established to assist staff members and faculty continuing their higher education. The recipient must be enrolled for college credit in a course or courses offered by Oklahoma State University and must have documented financial need.
 - Once this is awarded by the SAC, this fund can be closed.
- **31-44800 Staff Advisory Council in Tulsa Operations Account Fund:\$305.09**
 - This fund was established to support the initiatives of the Staff Advisory Council as determined by the President of CHS or his/her designee.

8. Standing Committee Reports:

- Awards and Recognition (Chair-Bria Taylor):

- 11 applications for the Continuing Education Scholarship, thus far; deadline to apply is May 12
- Clyde B. Jensen nominations are underway. Please email Bria back with your nominations by May 1st.

- College and Community Relations (Chair-Xan Bryant):

- SAC gave out \$80 in scholarships for the Scrub run and \$100 for food. We were well below the \$300 limit discussed at the February meeting.
- \$20 each for the 5K (no one signed up for the fun run through us)
- Bill Wong: Houston
- Jon Goodell: CHS
- Daniel Buck: CHS
- Amanda Benn: CHS
- Xan says: *"If we would like to do something like this again, I think as a secondary benefit if there is money left over would be to offer to extend this to children or spouses. We had one inquiry asking if this would extend to their child and one of the beneficiaries signed up his spouse and children. So this might be an idea for next year.*

I would also suggest for next year or any other similar activities that we would vote to donate unused scholarship money to the said event."

- Communications (Chair-Amy Green): no report

- Fund Raising (Chair-Janifer Hilton) : no report

- Policy and Benefits (Chair-John Crimarco): no report

- Rules and Procedures (Chair-Amanda Benn):

- The bylaws need updated on the SAC web page.
- At the May meeting, we will discuss updating the membership roster and any available officer positions that need filled.

9. Officer Reports:

- a) Secretary – Rebecca Crandell:

- Starting May 2017, please list the reason why, when you cannot attend a SAC meeting; this is for the recordkeeping process. Thanks!

- b) Vice Chair – Bria Taylor:

e) Chair – Ashley Adkins:

This is Ashley’s last SAC meeting as president, Bria will start as president at next month’s (May) meeting; Ashley was given a plaque today for her outstanding service to OSU-CHS SAC.

10. Old/unfinished Business: None.

11. New Business:

- SAC discussed changing the day/time of the meetings so that it is not during the lunch hour. The new proposed date for the upcoming May meeting will be Tuesday May 16th, at 9:30am.

12. Adjournment: the meeting adjourned at 12:31pm.

- **The next meeting will be Tuesday May 16th at 9:30am in E-202** (*location pending; watch for confirmation email from Rebecca*).