



**OSU in Tulsa Staff Advisory Council**  
**January 2013 – CHS Main Campus Minutes**

*“The council that’s working for you.”*

Amy Adams	X	Jonathan Franklin	A	Karen Muse	A
Dennis Adams	E	Earl Gorden	X	Barbara Newman	A
Rebecca Allison	A	Krys Hatfield	A	Laurie St. Clair	A
Trey Alward	E	Janifer Hilton	A	Staci Stewart	X
R.D. Bell	A	Angelyn Holmes	X	Esmeralda Vega	X
Amanda Benn	A	Melissa Kash-Holley	A	Berry Jo Westerfield	E
Meghan Bretz	A	Jean Keene	A		
Gail Carpenter	X	Tracie Martin	A		
Karen Castle	A	Austin McCoy	X		
Cam Estes	A	Annette Morey	E		

**Attendance:** President Keene called the meeting to order. Amanda Benn took roll. Minutes from October 2012 meeting were approved. The January 2013 agenda was approved.

**Executive Update:** The 2/15 meeting will be held in room D-109 at CHS. Dr. Basu is schedule to give an update on both campuses.

Scheduling is still up in the air for the 3/15 meeting since there is a faculty retreat and a Red Fork Main Street luncheon on the same day. SAC will be held in the Tulsa Room at OSU-Tulsa.

The guest for the 4/19 meeting will either be Dr. Finn giving a report about the faculty retreat or Dr. Hess giving a seminar.

The 5/17 meeting will be in the 4<sup>th</sup> floor boardroom at CHS.

There was a call for proposals via email sent this past week. The proposal was to establish transformative, creative interdisciplinary programs that integrate two or more academic disciplines from at least two colleges or schools. Funding up to \$500,000 will be made available for year three of the program. Deadline for this proposal is February 1. There was a motion on the floor to wait till next year to work on this proposal. Motion passed.

Winter party was a success. The leftover teddy bears was given to OSU Peds. If any member of SAC would like to bring toys (new or used) to the SAC meetings, Janifer will take over to Peds clinic to distribute.

**Human Resources Update:** No report

**Treasurer’s Report:** The winter party cost \$1215.41 and we have \$2189.43 in our current account.

**President’s Report:** *Not sure what you wanted to fill in here. I remember you saying a lot of the things in your executive update would be a part of your presidents report.*

**Committee Reports:**

**Policy & Benefits:** No report.

**Rules & Procedures:** Having trouble reaching quorum during SAC meeting. Committee will meet within the next two weeks to discuss options.

**Awards & Recognition:** No report

**College & Community Relations:** No report

**Communications:** Sent minutes from previous meeting to PR, waiting for them to be uploaded.

**Fundraising:** The members of the Fund Raising Committee have been active! The committee operates using a Point-Person as the leader for events.

<u>EVENT</u>	<u>POINT-PERSON REPORT</u>
• Football Sales	Rebecca Allison We have 10 basketballs to sell. Rebecca will get up a meeting with Austin to work on advertising.
• Candy sales	Janifer Hilton Candy has done extremely well. Committee approved to order more candy.
• Bake Sale	Janifer Hilton Bake sale will be 2/13 in Founders Hall.
• Pizza Coupon Book sales	Will be available at other events
• Used Book Sale	RD Bell Working on dates, possibly around March.

Future events under consideration include: 1) Spaghetti luncheon, 2) Chili Cook-off, 3) Bake sale  
4) Combination Indoor “Garage” and Used-Books sale; the dates are to be determined.

**Old Business:** No old business

**New Business:** No

**Announcements:** You are all appreciated

**Meeting adjourned (time):** Meeting adjourned at 2:07pm

**Next meeting date and location:** Friday, February 15, 2013 at 1:15 in the 4<sup>th</sup> floor boardroom

Respectfully submitted,

Amanda Benn, Secretary