**Staff Advisory Council Minutes**

Staff Advisory Council will meet on

**February 8, 2023 @ 1:15pm**

**412 Student Union Council Room and via Zoom**

All meetings are open to the public.

**Guests**: We had several guests via Zoom and in person.

**Call to Order**: Michelle Stewart called the meeting to order at 1:25 pm.

**Roll Call**: Of our 25 current members, we had 16 present in-person, 5 present via Zoom, and 4 absent.

**Approval of the Minutes**: Kim Howerton made a motion to approve the January minutes and Aaron Moore seconded the motion. January minutes were approved.

**Approval of the Agenda:** Kimberly Meints made a motion to approve the agenda. Michelle Chitwood seconded the motion. Agenda was approved.

**Special Guest Speakers:** None.

**Officer Reports**:

**Treasurer Report**: Sherri Buntin

* January treasurer report was sent out.

**Secretary**: Jenna Rutherford

* No report.

**Vice-Chair**: Mary Mach

* No report.

**Chair**: Michelle Stewart

* Scholarship updates
* Vacancies on council
* Hold June 6 for lunch meeting.
* Comments about attendance of members.

**Reports of Standing Committees**:

**Rules, Policy and Procedures**: Chris Pivinski

* Request for ideas about how to increase campus representation during the upcoming election cycle.

**Communications Committee**: Kristi Wheeler

* Kristi Wheeler is the new chair for the communication committee.
* There will be updates to the SAC website to include member email addresses. Goal is to be more transparent and easily accessible.

**Awards and Recognition Committee**: LeAnne Hutchins

* No report.

**Events Committee**: Michelle Chitwood

* Planning for Staff Celebration Day (May 24)

**Diversity, Equity & Inclusion Committee**: Sam Morse

* Working on tapping into other campus groups whose goals align with theirs.
* Comments about diversity on council.

**Branch Campus Reports**:

**OSU-Tulsa**: Candace Jackson

* Work on diversifying council.
* Fat Tuesday party upcoming.

**OSU-CHS**: Ashley Adkins

* No report/absent.

**OSU-OKC**: Kristen Rowan

* No report.

**OSUIT-Okmulgee**: Lindsay Glazier

* No report.

**Reports of University Committees**:

**Faculty Council**: Sam Morse

* Special Committee assignment from President Shrum.
* Athletics information from Chad Weiberg.
* Sgt. Queen discussion about his available active shooter presentation.

**Human Resources**: Melissa Sturgeon

* New HR employees.
* Staff Development Day upcoming
* BCBS/SMC update

**GPSGA:** Lauren Haygood

* **Upcoming General Assembly Meeting:** The upcoming general assembly meeting will be held at 5:30 p.m., Wednesday, February 22, in Social Sciences and Humanities (SSH) 035. An online option will be provided for Tulsa and OKC representatives/liaisons. The invited guest speaker session will focus on graduate student wellness.
* **New GPSGA Initiatives and Updates:** Based on feedback and meetings with members of the general assembly, a list of initiatives was proposed by the GPSGA President. The advisor and the current board approved the proposals. The new updates and initiatives will be implemented in the Spring 2023 semester.
  + Perfectly Present Award Program for the General Assembly
    - recognize and promote engagement and attendance for the general assembly meetings
    - reps/Liaisons who attend all 8 GPSGA meetings in the academic year will be eligible
  + GPSGA Ambassador Program
    - open to the current general assembly
    - to facilitate a better transition and prepare interested members for the upcoming executive board
    - upon review of applications, 2-3 members will be invited to participate
  + Exemplary Committee Member Award Program
    - recognize and promote participation in the GPSGA committees
  + GPSGA Engagement Program
    - motivating participants to make connections and get involved with campus activities
    - fostering friendship and social engagement
    - available through GroupMe
  + GPSGA Travel Awards Application and Submission Instructions
    - instructional slides will be uploaded to Canvas for clarification of the application process, and further explanation will be presented at the next general meeting
* Additional GPSGA Awards – Spring 2023
  + Applications for Travel Award, Research Material Award, and Co-Sponsorship Award are available on Canvas, the due date is April 3.
  + GPSGA Phoenix Awards will open on February 20th on Canvas.
* New GPSGA Liaisons/Representatives: The membership application form available to download and submission through GPSGA Canvas page. The due date for the new applications is Feb. 15.
* **About GPSGA:** The GPSGA serves as the representative voice of the graduate and professional

**Department of Wellness**: Kim Beard

* Reminder about the Certified Healthy Department application.
* Hearing screenings are available.
* Valentine’s event.
* Mental Health First Aid course.

**Student Government Association**: Riley Pritzlaff

* Our pantries exceeded their AY 2021-2022 usage by over 200% in the Fall 2022 semester alone, with over 6,000 items leaving. I understand that our location in the Family Resource Center has been very successful, and we may need to increase the frequency with which we restock.
* I am hoping to improve our outreach efforts with the help of University Health Services.
* SGA will be traveling to Washington D.C. at the end of the month to lobby our legislators alongside our Big XII Conference partners, and next week we will be traveling to the State Capitol to participate in Higher Education Day in collaboration with the State Regents for Higher Education.
* I had the pleasure of attending a cultural event with the leadership of GPSGA, and look forward to improving SGA's outreach and collaboration with graduate and international students.

**Unfinished Business**:

* None.

**New Business**: Seating of new members, Michelle Munson, and Christina Elliott.

**Announcements**:

* Next Meeting – March 8, 2023, 1:15 PM in 412 Student Union Council Room (also available via Zoom)
* Cowboy Meats is open at the FAPC Fridays from 1:00-5:00 pm.

**Adjournment**: Sam Morse made a motion to adjourn the meeting and Aaron Moore seconded the motion. Meeting was adjourned.