**Staff Advisory Council Minutes**

Staff Advisory Council will meet on

**July 13, 2022 @ 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**: Melanie Bayles called the meeting to order at 1:15pm.

**Special Guest Speaker**: None.

**Roll Call**: Of our 26 current members, we had 16 present in-person, 4 present via Zoom, and 6 absent.

**Approval of the Minutes**: June minutes were unavailable and will be up for approval at our August meeting.

**Approval of the Agenda:** Amber Coker made a motion to approve the agenda, and Michelle Chitwood seconded the motion. Agenda was approved.

**Officer Reports**:

**Treasurer Report**: Sherri Buntin

* No report.

**Secretary**: Jenna Rutherford

* Members will receive a link to a forms document to be completed to gather pertinent contact/beginning of the year information.

**Vice-Chair**: Kristi Wheeler for Tom Joyce

* Announced Star Awards Recipients for June
  + Nancy Callahan, Undergraduate Admissions
  + Kareta Casey, Agricultural Economics
  + Lisa Dobson, Student Accessibility Services
  + Beth Ann Fulgenzi, FPP Curriculum
  + Peyton Haley, CEAT- Fire Protection Publications
  + Matthew Keith, FPP Curriculum
  + Amy Kimmel, Fire Protection Publications
  + David Krone, Fire Protection Publications
  + Vanessa Owens, Spears School of Business
  + Dyonna Starr-Ramos, Access Services

**Chair**: Melanie Bayles for Michelle Stewart

* Members should consider ideas for submission to Michelle Stewart about how we can increase our visibility and intentionally solicit feedback from general staff members.

**Reports of Standing Committees**:

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

* No report.

**Communications Committee**: Kristi Wheeler for Lacey Quadrelli

* Reminder to Follow our Instagram and Twitter accounts (the handle for Facebook has changed to match) – they are all under @okstateSAC. When you see content on those feeds, please interact with it in some way, by liking, sharing, or saving. This helps more people see our posts and helps us become visible to a larger proportion of our staff.
* Lacey will be reaching out to get a headcount of how many people want/need new headshots for the website. Lacey to send out a SignUpGenius once a date is established.

**Awards and Recognition Committee**: LeAnne Hutchins

* Gearing up for the Distinguished Service Awards. A date for the event is upcoming.

**Events Committee**: Michelle Chitwood

* No report.

**Diversity, Equity & Inclusion Committee**: Cara Eubanks

* No report.

**Branch Campus Reports**:

**OSU-Tulsa**: Alicia McClendon for Candace Jackson

* They are seeing increased participation in their lunch program with restaurants near campus.
* They have planned an upcoming ice cream social.

**OSU -CHS**: Diana Sanders

* No report/absent.

**OSU-OKC**: Kristen Rowan

* No report.

**OSUIT-Okmulgee**: Sommer Farrimond

* No report/absent.

**Reports of University Committees**:

**Faculty Council**: N/A

* No Report.

**Human Resources**: Liz Tarbutton for Christa Louthan

* No report but opened the floor to any questions.
* Question: Is the temporary remote work arrangement being reviewed? Melanie Bayles confirmed that evaluation and conversations about the program were happening at the leadership level.

**GPSGA**: Marcia Sun

* No report.

**Department of Wellness**: Kim Beard

* No report/absent.

**Student Government Association**: Riley Pritzlaff

* Getting a formal liaison between SAC and SGA is being reviewed and is pending, but SGA will be in attendance in our meetings going forward. Discussed the role of SGA and their accomplishments for campus.

**Facilities Management Advisory Council**: Bob Minton

* No report/absent

**Unfinished Business**: None.

**New Business**:

* Constitution and Bylaws were submitted for review.

**Announcements**:

* Next Meeting – August 3, 2022 1:15 PM 412 Student Union Council Room (also available via Zoom)
* First Year Success needs volunteers for Welcome Week.

**Adjournment**: Sherri Buntin made a motion to adjourn, and Aaron Moore seconded the motion. Meeting was adjourned.