**Staff Advisory Council Agenda**

Staff Advisory Council will meet on

**April 10, 2024 @ 1:15pm**

**412 Student Union Council Room**

All meetings are open to the public.

1. **Call to Order:** Michelle Stewart
2. **Roll Call:** LeAnne Hutchins
3. **Approval of the Minutes:** Michelle Stewart
   1. Motion – Sherri Buntin
   2. Second- Sam Cypert
   3. unanimous
4. **Approval of the Agenda:** Michelle Stewart
   1. Motion – Sherri Buntin
   2. Second – Sam Morse
   3. unanimous
5. **Special Guest Speakers:** Becky Taylor, Asst. Vice President for Priorities and Strategic Initiatives
   1. Updates to Strategy
      1. Priorities/Imperatives/Objectives handout with working groups
         1. Priority areas – mostly being led by the Innovation Foundation
            1. 5 faculty fellows working with primary groups
      2. Launch of Strategy Oct. 2022
         1. 10 faculty fellows join
         2. Over 100 people in working groups, committee, etc. to move Strategy forward
      3. 8 imperatives to move Strategy forward
         1. Launched Oct. 2023
         2. Revisit May 2024
         3. Led by VPs within specific areas
6. **Officer Reports:**
   1. **Treasurer’s Report: Sherri Buntin**
      1. No report will send out once she has it
   2. **Secretary: LeAnne Hutchins**
      1. Cooking at Meridian with SAC
         1. April 29 -6:00 – 9:00 pm
         2. Can only have 10-12 people
         3. Sign up is first come first served
            1. Will keep running list in case anyone drops out
   3. **Vice-Chair: Sam Morse**
      1. No report
   4. **Chair: Michelle Stewart**
      1. **Voting is open** – encourage people to vote
      2. **Automatically a member of the Chamber of Commerce**
         1. Look for info about how to sign up – Michelle will send out info
         2. Can attend events – luncheons, business after hours, etc.
         3. Walking challenge – Walk this May
      3. Met with Joe Weaver
         1. Pedestrian task force – email was sent yesterday to all staff
         2. Will speak in May monthly meeting
      4. Remembrance Ceremony – April 20 – 4:00 pm
         1. Remembrance Garden
7. **Reports of Standing Committees:** 
   1. **Rules, Policy, and Procedures: Kimberly Meints**
      1. **Election** 
         1. **Voting Period: April 8-19**
            1. 10 candidates; 113 ballots submitted as of this morning
            2. Information included in SAC newsletter, Headlines email, and distributed through a few different listservs
         2. **Staff Referrals**
            1. Feedback on accessibility of previous Staff Celebration Day events; passed along to Kim Anderson, Michelle Munson, and Kala Davis.
   2. **Communications Committee: Kaitlin Little**
      1. **Newsletter**
         1. We’ve made some adjustments to the newsletter and have added a permanent section for “Featured Benefit of the Month.” If you have any ideas for benefits, we could highlight that may not be well-known to the staff community, feel free to reach out to Sam Cypert or me so we can add them.
      2. **Election updates**
         1. The election page was updated to include the nominees and their statements, and a link to the election ballot page.
      3. **Staff Celebration Day**
         1. We’ve requested three A-frames for 4 weeks for Staff Celebration Day, starting May 1.
         2. The flyer design is attached to this email. I’ll have a stack with me if you’d like to pick some up to share with your officemates.
            1. The QR code points to the Staff Celebration Day page on our website, which will undergo some changes as the event approaches.
         3. I’ll be coordinating with the Events Committee next week to discuss our social plan and get some photos of vendor donations so we can start advertising that.
            1. We will have a special social engagement raffle set aside, so encourage staff in your area to like and share Celebration Day posts or tag #okstateSAC in their own posts to be included.
   3. **Awards and Recognition Committee: Kimberly Howerton (via email)**
      1. Scholarship applications will go out soon
      2. In process of working through them
   4. **Events Committee: Michelle Munson and Kimberly Anderson**
      1. Staff Celebration Day
         1. Celebrations will not put a cap on to go pickups
            1. Deadline will be May 20 for registration
         2. Raffle
            1. business card drawing
            2. Will have cards to be filled out if they do not have cards
            3. 2 social media raffles – will allow multiple ways to participate
            4. Will begin advertising giveaways
      2. Sign-ups for SAC will be next month
   5. **Access, Community, and Engagement: Kim Meints for Kala Davis**
      1. **Inclusive Events Guide**
         1. Final round of edits in progress
      2. **Restroom Survey**
         1. 17 buildings complete or nearly complete
         2. Propose setting up a special group sponsored by SAC to continue the project. This may include non-SAC members. Passing around sign-up sheet for people who are interested.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **App Update Status** | | |  |  |  |
| **Building** | **Complete** | **Incomplete** | **Not Reviewed** | **Total Restrooms** | **Priority** | **Assigned** |
| STUDENT UNION | 26 | 1 |  | 27 | 1 |  |
| CLASSROOM | 10 |  |  | 10 | 1 | Yes |
| MORRILL |  |  | 6 | 6 | 1 |  |
| NORTH CLASSROOM |  |  | 6 | 6 | 1 | Yes |
| NANCY RANDOLPH DAVIS | 21 |  |  | 20 | 1 | Yes |
| NANCY RANDOLPH DAVIS WEST | 8 |  |  | 8 | 1 |  |
| ENGINEERING NORTH |  |  | 12 | 12 | 1 | Yes |
| AGRICULTURE |  |  | 13 | 13 | 1 | Yes |
| PHYSICAL SCIENCES | 17 |  |  | 17 | 1 | Yes |
| BUSINESS | 21 |  |  | 21 | 1 | Yes |
| WILLARD | 20 | 1 |  | 21 | 1 | Yes |
| EDMON LOW LIBRARY | 22 |  | 2 | 23 | 1 |  |
| NOBLE RESEARCH CNTR | 31 |  |  | 28 | 1 | Yes |
| WES WATKINS CENTER | 4 | 6 |  | 10 | 1 |  |
| ANIMAL SCIENCES |  |  | 4 | 4 | 2 |  |
| NHOF DINING HALL |  |  | 4 | 4 | 2 |  |
| PAUL MILLER JOURN/BR |  |  | 5 | 5 | 2 | Yes |
| ENGINEERING SOUTH |  |  | 5 | 5 | 2 |  |
| GUNDERSEN | 1 |  | 4 | 5 | 2 |  |
| ENDEAVOR |  |  | 7 | 7 | 2 |  |
| LIFE SCIENCES WEST |  | 8 |  | 8 | 2 |  |
| ARCHITECTURE |  |  | 10 | 10 | 2 |  |
| MCELROY HALL | 10 | 5 | 3 | 12\* | 2 | Yes |
| MATH SCIENCES | 12 |  |  | 12 | 2 | Yes |
| SOC SCIENCES & HUMANITIES | 14 |  |  | 14 | 2 | Yes |
| WELLNESS CENTER | 2 | 1 | 3 | 6 | 3 |  |
| ITLE | 2 | 2 |  | 4 | 3 | Yes |
| OLD CENTRAL | 5 |  |  | 5 | 3 | Yes |
| PUBLIC INFORMATION | 5 |  |  | 5 | 3 | Yes |
| GENERAL ACADEMIC | 10 |  |  | 10 | 3 | Yes |
| ALUMNI CENTER |  | 3 | 5 | 8 | 3 | Yes |
| LIFE SCIENCES EAST |  | 1 | 3 | 4 | 3 | Yes |
| WHITEHURST |  |  | 6 | 6 | 3 | Yes |
| ADV TECH RES CNTR |  |  | 8 | 8 | 3 | Yes |
| UNIV HEALTH SVCS |  |  | 8 | 8 | 3 | Yes |
| SCOTT HALL | 11 | 1 |  | 12 | 3 |  |
| BOOKER FLIGHT CENTER |  | 2 |  | 2 | 3 |  |
| HENRY BELLMON RES CTR |  | 2 | 14 | 16 | 3 |  |

1. **Branch Campus Reports:**
   1. **OSU-Tulsa: absent**
      1. **No report**
   2. **OSU - CHS: absent**
      1. **No report**
   3. **OSU-OKC: Nick Irby**
      1. Participating in State of Orange
         1. Cleaning up park adjacent to the campus
      2. Office of Student Life – “Howdy Ya”
         1. Spend an hour and learn to do something
         2. Monthly initiative open to all staff and students
      3. Professional Development and staff excellence week next week
   4. **OSUIT-Okmulgee: absent**
      1. **No report**
2. **Reports of University Committees:**
   1. **Faculty Council:** 
      1. **No report**
   2. **Human Resources: Crista Louthan**
      1. Faculty Council approved the Staff sick Leave Policy review to be sent to the board
         1. O’Colly interview about staff sick leave policy
         2. Once the board approves/passes the policy updates, then communication will begin
      2. Changes to recruitment policies
         1. System wide – large group working on changes
         2. Changes to waiver – more streamlined and electronic
      3. Almost 40 staff participating in the parental leave
   3. **GPSGA: Enrico Laoh (absent)**
      1. **No report**
   4. **Department of Wellness: Taylor Bailey**
      1. Yoga in the Garden is currently ongoing. The event takes place on Wednesdays at the Botanic Garden at 5:45 p.m. It's been cancelled today due to weather.
      2. We're still ramping up our mental health education and promotion efforts and will be hosting two Wellness Wednesday offerings this summer. We have partnerships with the Marriage and Family Therapy Clinic to prioritize Faculty/Staff mental health and another with UCS to equip faculty/staff to serve students' mental health needs.
      3. Keep an eye on the [Wellness calendar](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwellness.okstate.edu%2Fcalendar.html&data=05%7C02%7Cleanne.hutchins%40okstate.edu%7Cbbe9d9a7ed7b4dca2e0e08dc597e7cdf%7C2a69c91de8494e34a230cdf8b27e1964%7C0%7C0%7C638483646993167608%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=mBfJYorhaN8CvES9J7yqG4%2BE19sX9vi5tneDrqMwA1M%3D&reserved=0) for more!
      4. Starting in May, we will offer monthly virtual Wellness Workshops. We will cover a different workplace wellness topic each month, including Creating a Cycle of Self-Care, Creating Healthy Communication at Work, and more. Those are all being uploaded to the Wellness calendar.
   5. **Student Government Association: Ashley Peterson via email**
      1. Before spring break SGA hosted our presidential election for next year's student body president and student body vice president. The new Student Body President is Aubrey Ruffin, and the new Student Body Vice President is Landry Baker.
         1. They will be inaugurated on May 3rd and will officially be in term after May 11th.
      2. On April 13th, the State of Orange service event is taking place. The OSU Alumni Association, OSU Extension, OSU System institutions, and Into the Streets are organizing service opportunities across the state and nation.

* + 1. After State of Orange, Cowboython is having their main event on April 13th at 2:00pm. They are raising awareness and funds for the Children's Miracle Health network.
    2. We have been hosting a business clothes clothing drive over the last week. We received over 175 articles of clothing. We will be tabling on campus to give the items away to students next week. Thank you for donating items!
    3. We are actively working with the Student Athlete Advisory Committee to help on the day of the event and encourage participation for the Remember the Ten run on April 20th through tabling on campus.
    4. Our Basic Needs Committee will be facilitating a food, health, and hygiene product drive called the “High Five Drive” on April 15th-19th, 22nd-26th, and 29th-3rd. These donations will go directly to our Student Stache network pantries.

1. **Unfinished Business**: none
2. **New Business: none**
3. **Announcements:** 
   1. **Cooking at Meridian with SAC**
      1. April 29 -6:00 – 9:00 pm
      2. Can only have 10-12 people
      3. Sign up is first come first served
         1. Will keep running list in case anyone drops out
   2. **Sexual Awareness Month -** 
      1. Denim Day – April 24
         1. Beyond Denim Day: Free lunch and learn focused on sexual violence response and supporting students. There are only 30 seats available - so folks will want to sign up quickly!
            1. [Lunch and Learn RSVP](http://bit.ly/fslunchandlearn)
   3. **Pete’s Pantry** has been approved as a Regional Food Bank partner. They also have received produce from the Student Farm
   4. **IRA bytes newsletter** – **Data Wranglers meetings** to work with data and hopefully come up with solutions – in newsletter to join meetings
      1. First meeting next Monday, April 15
   5. SAC luncheon at Taylor’s Dining – May 9 – BRUNCH – respond to Ramitha’s email
   6. **Next Meeting – May 8, 2024 - 1:15 PM - 412 Student Union Council Room**
4. **Adjournment**
   1. **Motion – Sherri Buntin**
   2. **Second – Justin Worley**
   3. **unanimous**