**Staff Advisory Council Agenda**

Staff Advisory Council will meet on

**March 13, 2024 @ 1:15pm**

**412 Student Union Council Room**

All meetings are open to the public.

1. **Call to Order:** Sam Morse, Vice Chair
2. **Roll Call:** LeAnne Hutchins
3. **Approval of the Minutes:** Sam Morse
   1. Motion – Kim Howerton as amended
      1. Fix Kayla to Kala
   2. Second - Justin Worley
4. **Approval of the Agenda:** Sam Morse
   1. Motion – Sherri Buntin
   2. Second – Kaitlin LIttle
5. **Special Guest Speakers:** Carol Dvorak, Meridian Technology Center
   1. Combination of full-time classes, short classes, workforce and business, technology
   2. [www.meridiantech.edu](http://www.meridiantech.edu)
   3. Full-time program – offered like a regular school program
      1. HS can enroll – either morning/afternoon
         1. Biomedical sciences
         2. Pre-engineering
            1. Sophomores can enroll in both of these
            2. AP courses offered with them
   4. Entrepreneurial Services
   5. Summer Camp for middle school students happens
   6. Do offer discounts when groups come together
6. **Officer Reports:**
   1. **Treasurer’s Report: Sherri Buntin**
      1. All money has been added in
   2. **Secretary: LeAnne Hutchins**
      1. none
   3. **Vice-Chair: Sam Morse**
      1. none
   4. **Chair: Sam Morse (Michelle Stewart – virtual)**
      1. We have a vacant seat. Joyce Crawford took a job with OSU-OKC. We will not be filling her position since it’s so close to the election.
      2. The Parental Leave Policy is currently benefiting 31 individuals and 6 are in review. We are very grateful for this policy to help families during an already stressful time.
      3. We had a concern brought to us by a staff member who learned after attending preventative appointments and incurring charges that Stillwater Pediatrics has changed coverage tiers with BCBS and is now considered out-of-network. This happened a few months ago so there is not a new change. Staff members who already had dependents who were established patients with Stillwater Pediatrics should have received notice of the change from both Stillwater Pediatrics/Stillwater Medical Center and BCBS so please check your mail and emails. Staff members should contact our benefits department or BCBS if you have any questions.
      4. SAC t-shirts
7. **Reports of Standing Committees:** 
   1. **Rules, Policy, and Procedures: Kimberly Meints**
      1. **Election** 
         1. **Nomination Period: March 4-15**
            1. Number of nominations: TBA

9 openings

Need to get the word out

Will have info at staff development day

* + - 1. **Voting Period: April 8-19**
         1. Ballot will be available through Slate, which will require a log-in and will be limited to staff who are eligible to vote per the Constitution and Bylaws
         2. Updating flyer with QR code and creating PowerPoint slide to share with others on campus.
    1. **Restroom Survey**
       1. Need SAC members to complete their buildings and volunteers for buildings with no SAC members (see attached table)
       2. Goal is to complete the identified buildings by Friday, April 5
    2. **Staff Referrals: None**
    3. **Restroom Survey Building Priorities**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **App Update Status** | | |  |  |  |
| **Building** | **Complete** | **Incomplete** | **Not Reviewed** | **Total Restrooms** | **Priority** | **Assigned** |
| STUDENT UNION | 25 | 2 |  | 27 | 1 |  |
| CLASSROOM | 10 |  |  | 10 | 1 | Yes |
| MORRILL |  |  | 6 | 6 | 1 |  |
| NORTH CLASSROOM |  |  | 6 | 6 | 1 | Yes |
| NANCY RANDOLPH DAVIS |  | 21 |  | 21 | 1 | Yes |
| ENGINEERING NORTH |  |  | 12 | 12 | 1 | Yes |
| AGRICULTURE |  |  | 13 | 13 | 1 | Yes |
| PHYSICAL SCIENCES |  |  | 17 | 17 | 1 | Yes |
| BUSINESS | 21 |  |  | 21 | 1 | Yes |
| WILLARD |  | 21 |  | 21 | 1 | Yes |
| EDMON LOW LIBRARY | 21 |  | 3 | 24 | 1 |  |
| NOBLE RESEARCH CNTR |  |  | 28 | 28 | 1 | Yes |
| 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 |  |  | 12 | 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 | 3 | 2 |  | 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 |

* 1. **Communications Committee: Kaitlin Little**
     1. **April 2 – advertising for SCD will begin**
        1. Will put specifically near staff lots
     2. **Social posts for scholarships and nominations**
        1. Be sure to share
  2. **Awards and Recognition Committee: Kimberly Howerton**
     1. Scholarships open until March 15
     2. Have a few but would like more
  3. **Events Committee: Michelle Munson and Kimberly Anderson**
     1. Toured BPS – will be on north side of stadium
        1. Narrower – will take some thought in planning
        2. May limit vendors
  4. **Access, Community, and Engagement: Kala Davis**
     1. No report

1. **Branch Campus Reports:**
   1. **OSU-Tulsa: absent**
   2. **OSU - CHS: absent**
   3. **OSU-OKC: Nick Irby**
      1. Chili cookoff – postponed
      2. Getting a sidewalk to connect all of the campus
   4. **OSUIT-Okmulgee: Paula Harrold**
      1. Virtual trouble will email and add to minutes
2. **Reports of University Committees:**
   1. **Faculty Council: none**
   2. **Human Resources: Melissa Sturgeon**
      1. Parental leave requests – 33
      2. Operational effectiveness
         1. Recruitment
            1. Up to 15 applications per position
         2. Retention
            1. Stay interview along with exit interview to learn more about position
            2. Under management tools

April 4 – first training

* 1. **GPSGA: Enrico Laoh – left**
  2. **Department of Wellness: Taylor Bailey**
     1. **National Walking Day is April 3rd.** Come join us at the Colvin and get those steps in! To learn more information and to register visit [this link](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwellness.okstate.edu%2Fcalendar.html%3FtrumbaEmbed%3Dview%253Devent%2526eventid%253D171578573&data=05%7C02%7Cleanne.hutchins%40okstate.edu%7C977bec6340d44e2ca47208dc438c4050%7C2a69c91de8494e34a230cdf8b27e1964%7C0%7C0%7C638459516849861552%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=qe0e3KzssYT8bhglqbKuvq%2F5Y9%2FdnYZbeiGMPxjYScM%3D&reserved=0).
     2. **The Suicide Awareness Walk** is April 9th and is open to faculty, staff, and students alike. More information and the registration form can be found [here.](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwellness.okstate.edu%2Fcalendar.html%3FtrumbaEmbed%3Dview%253Devent%2526eventid%253D171266595&data=05%7C02%7Cleanne.hutchins%40okstate.edu%7C977bec6340d44e2ca47208dc438c4050%7C2a69c91de8494e34a230cdf8b27e1964%7C0%7C0%7C638459516849872725%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=Nnmv3rrvMeulUpnhRgiEV7DClmMEAyk5SBe0tP9bvHg%3D&reserved=0)
     3. **Our next Mental Health First Aid will be conducted over Zoom on April 9th.** We encourage any faculty/staff to register if they're interested ASAP. We have a 30 participant cap per course. Faculty, staff, and students can sign up for the training and learn more [here](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwellness.okstate.edu%2Fstudent-wellness%2Fmhfa.html&data=05%7C02%7Cleanne.hutchins%40okstate.edu%7C977bec6340d44e2ca47208dc438c4050%7C2a69c91de8494e34a230cdf8b27e1964%7C0%7C0%7C638459516849881032%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=XppV73UTQKD0%2FThmjW41%2BQtzoortZ%2FZ2Mg79QErBTuc%3D&reserved=0).
     4. **Walks with Wellness** is April 11th from 12:00-1:00 p.m. We will be exploring on-campus flora and landscaping led by the campus arborist. More information can be found [here](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwellness.okstate.edu%2Fcalendar.html%3FtrumbaEmbed%3Dview%253Devent%2526eventid%253D171578491&data=05%7C02%7Cleanne.hutchins%40okstate.edu%7C977bec6340d44e2ca47208dc438c4050%7C2a69c91de8494e34a230cdf8b27e1964%7C0%7C0%7C638459516849888648%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=DaC%2BVl5vQGtj0QTBBbIpMzuDOAPxJDSVuH1fnit0I%2BE%3D&reserved=0).
     5. In general, we recommend bookmarking 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%7C977bec6340d44e2ca47208dc438c4050%7C2a69c91de8494e34a230cdf8b27e1964%7C0%7C0%7C638459516849895518%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=429bqQPnlgEf98xzjS9KIOdR0aVNGuoxZG5O6OU1p%2F8%3D&reserved=0)so that you don't miss out on any events and encourage faculty/staff to check out the [Employee Wellness Resource Library](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwellness.okstate.edu%2Femployee-wellness%2Fresource-library.html&data=05%7C02%7Cleanne.hutchins%40okstate.edu%7C977bec6340d44e2ca47208dc438c4050%7C2a69c91de8494e34a230cdf8b27e1964%7C0%7C0%7C638459516849909126%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=hBrxCHLzCsnqE%2Frza7xCqcnGosY7lHRT0B3nEBEh%2FgU%3D&reserved=0). It will continue to grow as time goes on.
  3. **Student Government Association: Ashley Peterson via email**
     1. Student Parking Ticket Initiative
        1. Students who receive a ticket valued at $30 or less can “pay off” their ticket by donating the same monetary amount in donations to the Stache Network. A trial run will be starting soon and hopefully this is a program OSU can heavily utilize in the fall 2024 semester.
     2. The 2024-2025 Student Body President/ Vice President Elections take place today and tomorrow. The new elects will be elected this semester and officially be in term after May 11th.
     3. Into the Streets, a partner of State of Orange, will be taking place on April 13th.
     4. Cowboython’s main event is April 13th at 2:00pm. This event, along with their year-round small events, raise funds for the Children's Miracle Network.
     5. Activity Fee Allocation Process (AFAP) is currently happening. Student organization umbrella groups are hosting hearings and will be complete by April 1st. Appeals will take place sometime between April 8th-18th.

1. Unfinished Business:
   1. I move to approve the *Recommendation to Approve Changes to Sick Leave for Staff Policy* (RPP-2024-1) as presented today for review by Dr. Shrum and the Board of Regents for acceptance.
      1. Motion – Kimberly Meints
      2. Second – Justin Worley
      3. Unanimous vote to accept
2. New Business:
   1. Taco Tuesday at Fuzzy’s - March 19 – 11:30 am
   2. Meridian Class in April - will send out poll if anyone is interested
   3. Next SAC Lunch – brunch in May at Taylors (May 2 – 11:30 am)
3. Announcements:
   1. Free Dental & Vision Screenings for students, faculty, staff, and dependents on Thursday, March 28, in the Student Union. <https://campuslink.okstate.edu/event/10015709>
   2. **Next Meeting – April 10,2024 - 1:15 PM - 412 Student Union Council Room**
4. Adjournment
   1. Motion – Sherri Buntin
   2. Second – Kim Howerton