



## STAFF ADVISORY COUNCIL

# Staff Advisory Council Minutes

April 11, 2022 @ 1:15 pm

412 Student Union Council Room and via Zoom

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

**Call to Order:** Melanie Bayles called the meeting to order at 1:15 pm.

**Special Guest Speaker:** Jeanette Mendez, Interim Provost & Senior VP provided an update on the state of the university.

**Special Guest Speaker:** Kelva Hunger, University Assessment and Testing provided preliminary results of the COVID survey.

**Roll Call:** Of our 23 current members we had 18 members present in-person, 5 via Zoom, and no members absent.

**Approval of the Minutes:** Sherri Buntin made a motion to approve the March minutes, Aaron Moore seconded. March minutes were approved without adjustment.

**Approval of the Agenda:** Sherri Buntin made a motion to approve the agenda, and Cara Eubanks seconded the motion. Agenda was approved with 1 adjustment changing Faculty Advisory Council report to Kristi Wheeler.

### **Officer Reports:**

**Treasurer Report:** Tammy Ratcliff

- Report attached. -See attachment A

**Secretary:** Michelle Stewart

- No report.

**Vice-Chair:** Kristi Wheeler

- Announced the Star Awards for January
  - Brandy Mays, Manager, CEAT Professional Development
  - Joshua Harden, Evaluator, Undergraduate Admissions
  - Samantha Honeycutt, Lab Technician, University Health Services
  - Destiny Goree, Administrative Support Specialist, Plant Biology, Ecology and Evolution
  - Lisa Baker, Administrative Associate, School of Teaching, Learning & Educational Sciences
  - Jessy Suazo, Administrative Support Specialist, Communication Sciences and Disorders
  - Kathy Rousseau, Financial Officer, Chemistry

**Chair:** Melanie Bayles

- Please continue to promote the OSU Stars awards.
- When you hear feedback from fellow staff members please pass that feedback along to Melanie so that she can share it with university level administration.

- COVID cases are rising again.

### Reports of Standing Committees:

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

- Nominations for SAC are closed and voting will begin April 26 and close May 10. We currently have 22 nominees.
- Winners will be announced at the May meeting and be posted on the SAC website.
- There is currently 1 staff inquiry that needs investigation.

#### **Communications Committee:** Gary Lawson

- Discussed the idea of starting a Twitter account.

#### **Awards and Recognition Committee:** Sherri Buntin

- Currently the committee is scoring scholarship applications and the winners will be announced in May.
- They have 30 applications and will be awarding \$14,000 in scholarships.

#### **Events Committee:** Michelle Chitwood

- UHS appreciation event was a success with approx. 150 cards for the staff. Special thanks to Sherri Buntin and her office for special snack boxes and to Kimberly Meints' coworker for handwriting a thank you card for each UHS staff member. Thank you to everyone who helped. UHS staff really appreciated it.
- Just 1 month until Staff Celebration Day. They are planning a walk through, have 20=25 vendors already confirmed, and will have about 40-50 giveaway prizes. Catering was awarded to Smokin' Joes Stilly and there will be a vegetarian option of baked potato bar.
- Melanie reminds us to wear our SAC shirts and sign up to work the event.

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

- Parent campus resource map is about done and they hope to get it added to the maps on OSU's general page to be a resource for anyone visiting.
- The committee will be working with the Awards and Recognition committee to collaborate regarding making the Distinguished Service Awards even more equitable.
- The committee will be meeting with Christa Louthan regarding policies for DEI.

### Branch Campus Reports:

#### **OSU-Tulsa:** Candace Jackson

- No report.

#### **OSU-CHS:** Diana Sanders

- Not present.

#### **OSU-OKC:** Kristin Rowan

- They are having an excellence awards evening ceremony to make the awards more special. They are dressing in decades – pics will be coming.
- They are working on commencement prep.

#### **OSUIT-Okmulgee:** Na-komas Blackford

- Not present.

### Reports of University Committees:

#### **Faculty Council:** Kristi Wheeler

- Fall enrollment numbers are looking good.
- On Fridays there are university tours for juniors in HS. You can recognize them from the orange bags they carry.
- Ree Drummond will be the commencement speaker for Spring 2022 graduation ceremonies.

#### **Human Resources:** Jennifer Moody for Christa Louthan

- Spoke about Total Rewards.

**GPSGA:** Marcia Sun

- **GPSGA Awards:** Travel Awards, Co-sponsorship Funds, Group Funds, and Research Materials Grant are currently being processed. Applications are currently being processed for the upcoming GPSGA awards: Including Doctoral Student Phoenix Award, Master's Student Phoenix Award, Outstanding Graduate Teaching Assistant Award, and Graduate Faculty Phoenix Award. Recipients will be recognized at the Graduate Education Awards Ceremony.
- **General Assembly Meeting Information:** The fourth General Assembly Meeting of Spring 2022 will be held at 5:30 PM CDT in an online format (Zoom) on Wednesday, April 20. The link to participate in the meeting remotely is always provided in the Monday Memo and sent out via email the day before the meeting. Elections for the vacant positions for the next executive board will take place during the meeting.

**Department of Wellness:** Kim Beard

- Drive in movie Spiderman moved to April 21<sup>st</sup>.
- Wellness Wednesday is a camping presentation with Nate Deikelman.
- Wellness will have some prizes to add to the giveaways for Staff Celebration Day and will get those to Michelle Chitwood.
- See attachment B.

**Unfinished Business:**

**New Business:**

**Announcements:**

- Next Meeting – May 11, 2022 at 1:15 PM, hopefully, in person at 412 Student Union Council Room and available via Zoom.

**Adjournment:** Motion was made to adjourn meeting by Cara Eubanks. Second was made by Amber Coker. Meeting was adjourned.