



# Staff Advisory Council Minutes

Sept. 13, 2017 @ 1:15 pm  
Room 412 SU - Council Room.

*"The Council that's working for you."*

**Guests:** *Dr. Lee Bird, (VP for Student Affairs), Liz Tarbutton (HR), Kim Beard (Wellness), Luci Wilson (GPSGA), Jamie Payne (HR)*

**Call to Order:** *Chair Kristin Henderson called the meeting to order at 1:17 pm*

**Roll Call:** *A quorum of members was present*

**Approval of Minutes:** *August 2017 minutes were approved*

**Approval of the Agenda:** *September 2017 agenda was approved*

**Guest Speaker:** *Dr. Lee Bird, Vice President for Student Affairs (see attachments)*  
*Dr. Bird talked about the structure of Student Affairs) and their six areas of focus. She mentioned the new I AM OkState resources to get students involved early in appropriate activities and making connections. The Behavioral Consultation Team (BCT) works with students to try to prevent a crisis before it occurs. Dr. Bird also discussed what her office is doing to work with students who are victims of the hurricanes (reception, individual notes, tuition assistance where needed)*

**Treasurer's Report:** *see attachments*

**Branch Campus Reports:**

- OSU-Tulsa/CHS: no report*
- OSU-OKC: no report*
- OSUIT-Okmulgee: no report*

**Reports of Standing Committees:**

**Rules and Procedures Committee:** *Paul Leverington*

*At this time the Rules and Procedures Committee continues to recruit new potential SAC members. Today we will have an election for new SAC Vice Chair. In addition we are seeking candidates for the opening created with the loss of the previous Vice Chair, Karissa Lowe. We have already had one individual presented to us for consideration by the SAC E Team. We would encourage all of you to look around and send us some other potential candidates both for the open position and any that may come open in the future.*

**Policies, Benefits and Budget Committee:** *Kristi Wheeler, see attachment*

**Communications Committee:** *Kaylie Wehr, DSA announcement will be going out in OSU Headlines, see attachment*

**Awards and Recognition Committee:** *Monty Stallings*

- DSA nominations open on September 18<sup>th</sup> and will continue until 5pm October 30<sup>th</sup>*
- Nomination and reference forms are available to fill out and to print at [sac.okstate.edu/awards](http://sac.okstate.edu/awards)*
- A&R committee will be working on Contacting VIPs and potential MCs throughout this month.*

**Fund Raising Committee:** Michelle Chitwood

Homecoming raffle flyer is available, raffle tickets and money are due back October 4; going to be selling Little Shop of Flowers cards for \$20, entitles bearer to one free bouquet each month for one year from date of first usage of card, cards cost SAC \$11 so will have good fundraising potential, each SAC member is required to sell at least 3 cards, money and unsold cards are due back October 11

**Events Committee:** Ashleigh Hall

Harvest II will be October 27, flyers will be available next month; Blood Drive will be held in Starlight Terrace on November 3 (10:00-3:00); March 7 is Staff Development Day

**Reports of University Committees:**

**Faculty Council:** Melanie Bayles (August), near record enrollment predicted

**Other:** Department of Wellness, Kim Beard introduced herself and discussed the upcoming Wellness activities (see attachment)

**Officer Reports:**

**Secretary:** Melanie Bayles, updated meeting schedule (corrected date for March meeting), see attachment

**Vice-Chair:** Karissa Lowe, leaving for new job, shared spotlighted member for month, see attachment

**Chair:** Kristin Henderson, see attachment

**Unfinished Business:**

**New Business:**

Ashleigh Hall was elected by acclamation as the new SAC Vice Chair. She begins serving immediately after this meeting

**Announcements:**

Next Meeting – October 11, 2017 at 1:15 pm in 412 SU

**Adjournment:** Meeting was adjourned at 2:30 pm



1

Improve communications and representation

2

Increase SAC knowledge and knowledge of SAC

3

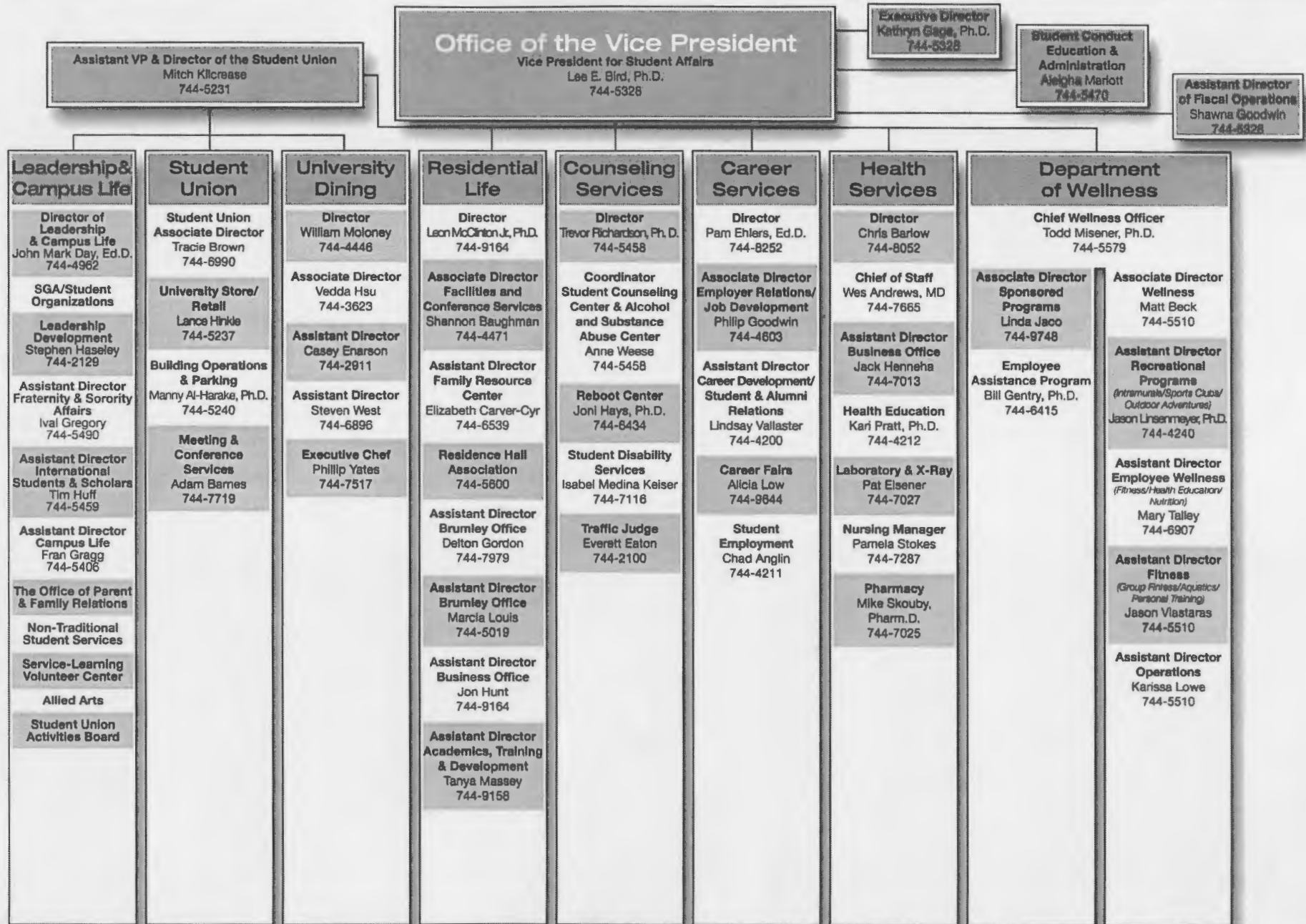
Increase fundraising

4

Increase diversity of candidates



# Organizational Chart





# I AM OKSTATE!

## STUDENT ENGAGEMENT INITIATIVES

The Division of Student Affairs is launching a marketing campaign to better educate students about opportunities at OSU, both in and out of the classroom. Our goal is to increase student engagement in areas critical to their development while at the university and beyond graduation, leading to increased student retention, satisfaction and success. We have defined student engagement as:

- Educationally purposeful (involvement in activities and programs that are demonstrably tied to student learning, growth and/or development); and
- Intentionally designed (involvement in activities and programs that are purposeful, meaningful and driven by theory, research or best practice); and
- In accordance with one or more student development goals (Academic Excellence, Leadership, Service and Civic Engagement, Finding Your Purpose, Broadening Your Horizons, and Wellness).

The Division of Student Affairs and affiliated departments, including the Office of Multicultural Affairs and New Student Orientation, have partnered to identify and promote events, programs and activities that will lead to greater engagement in the critical first 6-8 weeks of classes and throughout the first year. Key to our success is helping students get and stay connected to other students and the university, thus providing a strong sense of belonging to OSU. We will be promoting the value of meaningful activities that lead to success.

Students often have difficulty identifying engagement opportunities-- especially as new students. This initiative will help them more rapidly identify such opportunities. While the engagement initiative is directed towards students, you can help by becoming familiar with these opportunities and encouraging not only the use of this website, but the value of engagement.

The Division of Student Affairs will be promoting engagement in key areas using the #iamokstate hashtag. In this campaign, students will be encouraged to get more engaged in their success academically, through leadership, service and civic engagement, helping them find their purpose and passions (selecting an appropriate major and minor and preparing for employment beyond graduation), broadening their horizons by developing cultural competence and developing the habits of wellness for a lifetime. The Division of Student Affairs is committed to training on engagement, to the student development model and to assessing its effectiveness and collecting data to help measure the connection between student engagement and its overall impact on retention. More information on these initiatives will be available at <https://iam.okstate.edu>.

#iamokstate



[iam.okstate.edu](https://iam.okstate.edu)

#iamokstate

Visit our website for  
more information on  
student resources.  
[iam.okstate.edu](http://iam.okstate.edu)



### Behavioral Consultation Team (BCT)

If you, as a member of the OSU community, are concerned about a person who is displaying behavior that creates alarm or concern, the Behavioral Consultation Team (BCT) is a resource for you. Although it is best to speak to a University official such as OSU Police, University Counseling Services, your supervisor, or academic advisor first in situations like this, you can also contact the BCT directly if you would like to consult about the situation of concern.

The BCT is a team of staff from several departments across the university with administrative, psychological, academic and legal expertise. The Team operates within all applicable legal requirements, with a goal of providing a coordinated response to promote a safe campus environment.

Please go to [bct.okstate.edu](http://bct.okstate.edu) for more information.

If the situation of concern is an emergency, call 911.

OFFICE OF STUDENT AFFAIRS  
OKLAHOMA STATE UNIVERSITY



# ACCOUNTS AND REPORTS

OSU SAC Treasurer 17-18

Sarah Axtell

# ACCOUNTS

- 5 Accounts total – 3 OSU accounts and 2 Foundation accounts
- OSU Accounts:
  - General Fund Account: 128520 - \$47,369.27 - strict usage
  - SAC Service Award Account: 128522 - \$20,546.04 – Can only be used for MTMs – strict usage
  - SAC Scholarship/Professional Development: 995137 - \$11,052.35 – Scholarship/fundraising account

## ACCOUNTS CONTINUED

- Foundation Accounts
  - Staff Advisory Council Endowed Scholarship - \$120,675.13 – Cash bal. \$31,085.16
  - OSU Staff Professional Development Fund - \$380.00 – should be closed and balance should be transferred.



## GENERAL FUND ACCOUNT

\$47,369.27

(128520)

- Funded by Joe Weaver – approximately \$30,000/year
- Used for Staff Celebration Day, DSA, Mailing, etc
  - Budget – please see handout
  - This account is funded by state money and is therefore a very restricted account.

## MTM ACCOUNT

\$20,546.04

(128522)

- Funded by Joe Weaver – Approximately \$20,000/year
- Used only for MTM payments and expenditures
  - This account is funded by state money and is therefore a very restricted account.

# SAC SCHOLARSHIP/PROFESSIONAL DEVELOPMENT

\$11,052.35  
(995137)

- Fundraising account
  - Least restricted account
  - Separate from endowment account with the Foundation

## SAC ENDOWED SCHOLARSHIP

\$31,085.16  
(20-31100)

- Endowment of \$120,650.13
  - The interest earned off Endowment goes into available cash balance.
  - Approximately \$6000/year – pays out twice a year at approx. \$3,000 each time
- Available cash balance: \$31,085.16
  - This balance can be used to disperse scholarships

OSU STAFF PROFESSIONAL DEVELOPMENT  
FUND  
\$380.00

- Previously used to pay for bricks for certain years of service
- Due to Budget cuts, hasn't been used or funded in a couple of years
- Should be closed, and amount transferred.

# QUESTIONS?

- Sarah Axtell - Treasurer
  - [saxtell@okstate.edu](mailto:saxtell@okstate.edu)
  - 405-744-3356



## STAFF ADVISORY COUNCIL Account Summary

Account:	SAC Maintenance AA-1-28520			
Date:	July 1, 2017 - June 30, 2018			
<b>INCOME</b>				
<b>Account</b>	<b>Description</b>	<b>Budgeted</b>		
Carry Forward		\$18,302.27		
University Allocation		\$ 21,793.00		
General Fund Salary Allocation		\$ 9,300.00		
<b>INCOME TOTAL</b>		<b>\$ 49,395.27</b>		
<b>EXPENSES</b>				
<b>Budget</b>	<b>Description</b>	<b>Budgeted</b>	<b>Expenses</b>	<b>Remaining Balance</b>
Carry Over Expense	Pistol Pete and Bullet	\$ 326.00		\$ 326.00
DSA Awards	Awards, Plaques, programs	\$ 10,000.00		\$ 10,000.00
Staff Appreciation Day	Food, Pete, Entertainment, BPS, etc.	\$ 18,000.00		\$ 18,000.00
SAC Shirts		\$ 200.00		\$ 200.00
Office Supplies	Printing, postage, misc. expenses	\$ 100.00		\$ 100.00
Events Supplies	trophy, signage, etc	\$ 50.00		\$ 50.00
Fundraising Supplies	Tickets, supplies, raffle sign	\$ 1,950.00		\$ 1,950.00
Training Lunch in June	Food	\$ 500.00		\$ 500.00
End of Year Plaques		\$ 150.00		\$ 150.00
"cushion" money		\$ 18,119.27		\$ 18,119.27
<b>TOTAL</b>		<b>\$ 49,395.27</b>	\$ -	<b>\$ 49,395.27</b>

## STAFF ADVISORY COUNCIL Account Summary

Account:	SAC Service Awards AA-1-28522			
Date:	July 1, 2017 - June 30, 2018			
<b>INCOME</b>				
<b>Account</b>	<b>Description</b>	<b>Budgeted</b>		
Carry Forward		\$ 3,596.53		
University Allocation		\$ 20,000.00		
<b>INCOME TOTAL</b>		<b>\$ 23,596.53</b>		
<b>EXPENSES</b>				
<b>Budget</b>	<b>Description</b>	<b>Budgeted</b>	<b>Expenses</b>	<b>Remaining Balance</b>
Service Awards		\$ 20,000.00		\$ 20,000.00
<b>TOTAL</b>		<b>\$ 20,000.00</b>	\$ -	<b>\$ 20,000.00</b>

## STAFF ADVISORY COUNCIL Account Summary

Account:	SAC Scholarships/Professional Development AA-9-95137			
Date:	July 1, 2017 - June 30, 2018			
<b>INCOME</b>				
<b>Account</b>	<b>Description</b>	<b>Budgeted</b>		
Carry Forward		\$ 11,052.00		
<b>INCOME TOTAL</b>		<b>\$ 11,052.00</b>		
<b>EXPENSES</b>				
<b>Budget</b>	<b>Description</b>	<b>Budgeted</b>	<b>Expenses</b>	<b>Remaining Balance</b>
Deposits	Fundraising Deposits	\$ -		\$ -
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## STAFF ADVISORY COUNCIL Account Summary

Account:	SAC Endowed Scholarship 20-31100			
Date:	July 1, 2017 - June 30, 2018			
<b>INCOME</b>				
<b>Account</b>	<b>Description</b>	<b>Budgeted</b>		
Carry Forward		\$ 31,085.16		
<b>INCOME TOTAL</b>		<b>\$ 31,085.16</b>		
<b>EXPENSES</b>				
<b>Budget</b>	<b>Description</b>	<b>Budgeted</b>	<b>Expenses</b>	<b>Remaining Balance</b>
Deposits	Fundraising Deposits	\$ -		\$ -
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# STAFF ADVISORY COUNCIL Account Summary

Account:	SAC Service Awards AA-1-28522
Date:	July 1, 2017 - June 30, 2018

INCOME		
Account	Description	Budgeted
Carry Forward		\$ 3,596.53
University Allocation		\$ 20,000.00
<b>INCOME TOTAL</b>		<b>\$ 23,596.53</b>

EXPENSES				
Budget	Description	Budgeted	Expenses	Remaining Balance
Service Awards		\$ 20,000.00		\$ 20,000.00
<b>TOTAL</b>		<b>\$ 20,000.00</b>	\$ -	<b>\$ 20,000.00</b>

# STAFF ADVISORY COUNCIL Account Summary

Account: SAC Scholarships/Professional Development AA-9-95137

Date: July 1, 2017 - June 30, 2018

## INCOME

Account	Description	Budgeted
Carry Forward		\$ 11,052.00
<b>INCOME TOTAL</b>		<b>\$ 11,052.00</b>

## EXPENSES

Budget	Description	Budgeted	Expenses	Remaining Balance
Deposits	Fundraising Deposits	\$ -		\$ -
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# STAFF ADVISORY COUNCIL Account Summary

Account:	SAC Endowed Scholarship 20-31100			
Date:	July 1, 2017 - June 30, 2018			
<b>INCOME</b>				
<b>Account</b>	<b>Description</b>	<b>Budgeted</b>		
Carry Forward		\$ 11,052.00		
<b>INCOME TOTAL</b>		<b>\$ 11,052.00</b>		
<b>EXPENSES</b>				
<b>Budget</b>	<b>Description</b>	<b>Budgeted</b>	<b>Expenses</b>	<b>Remaining Balance</b>
Deposits	Fundraising Depos	\$ -		\$ -
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**OSU Staff Advisory Council  
Treasurer's Report  
September 13, 2017**

**SAC MAINTENANCE ACCOUNT**

**1-128520**

	Income	Total
General Fund Salary	\$ 9,300.00	
Univeristy Allocation	\$ 21,793.00	
Balance Forward	\$ 18,302.27	

TOTAL REVENUES 49,395.27

	Budget	Expense	Expense YTD	Total Left
Carry over expenses	\$ 326.00	\$ 226.00	\$ 226.00	\$ 100.00
Distinguished Svc Awards	\$ 10,000.00			\$ 10,000.00
Staff Appriciation Day	\$ 18,000.00			\$ 18,000.00
Office Supplies	\$ 100.00			\$ 100.00
Other (trophy, etc.)	\$ 50.00			\$ 50.00
Fundraising Supplies	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ -
Parking Raffle Sign	\$ 150.00			\$ 150.00
SAC Shirts	\$ 200.00			\$ 200.00
Training Lunch in June	\$ 500.00			\$ 500.00
End of Year Plaques	\$ 150.00			\$ 150.00
Cushion Money	\$ 18,119.27			\$ 18,119.27
<b>TOTAL EXPENSES</b>	<b>\$ 49,395.27</b>	<b>\$ 2,026.00</b>	<b>\$ 2,026.00</b>	<b>\$ 47,369.27</b>

**ACCOUNT TOTAL** **\$ 47,369.27**

Expense Summary:

Carry Over Expense      Bullet  
Fundraising Supplies      Little Shop of Flowers

**SAC SCHOLARSHIP/PROFESSIONAL DEVELOPMENT**

**1-995137**

	TOTAL
INCOME	
Balance Forward	\$ 11,052.35
Deposits	

TOTAL REVENUES \$ 11,052.35

**ACCOUNT TOTAL** **\$ 11,052.35**

**SAC SERVICE AWARD ACCOUNT (MTM)**

	TOTAL
Balance Forward	\$ 3,596.53
Funding	\$ 20,000.00

TOTAL REVENUES \$ 23,596.53

MTM Service Awards \$ 1,067.79

TOTAL EXPENSES YTD \$ 3,050.49

**ACCOUNT TOTAL** **20,546.04**



**Funds Deposited with OSU Foundation**  
**September 13, 2017**

OSU STAFF SCHOLARSHIP FUND	
<b>20-31100</b>	
<b>Cash</b>	
Balance Forward	\$ 31,085.16
Balance	\$ 31,085.16
<b>Endowment</b>	
Balance Forward 8/01/17	\$ 120,675.13
Balance	\$ 120,550.13
<b>AVAILABLE ACCOUNT TOTAL</b>	<b>\$ 31,085.16</b>

OSU STAFF PROFESSIONAL DEVELOPMENT FUND	
<b>20-99530</b>	
<b>Cash</b>	
Balance Forward/01/17	\$380.00
Fiscal Year to Date Activity	-
Balance	380.00
<b>Endowment</b>	
Balance Forward 8/01/17	-
Fiscal Year to Date Activity	-
Balance	-
<b>ACCOUNT TOTAL</b>	<b>\$380.00</b>

September 13, 2017

SAC Meeting Notes

Policies that the Policy, Benefit, and Budget Committee is working on:

COMPLETED:

1. Committee was asked if we change the language to the current sick leave policy to specify that it is acceptable to use sick leave for mental health days. Email was sent to Jamie Payne who suggested the wording of the policy be modified to:

*3.01 Sick Leave Plan*

*A. Sick leave is defined for the purpose of this policy as absence from assigned duty with pay, such absence resulting from a **physical or mental** illness or disabling injury which is expected to continue for less than six calendar months or such absence resulting from the medical requirement and care for a qualifying family member who is ill or incapacitated.*

*And*

*3.03 Use of Sick Leave*

*B. Sick leave may be used for personal **physical or mental** illness or incapacity, or for occasions which require the employee to care for a member of the immediate family who is ill or incapacitated.*

2. Committee was asked to suggest a change to OSU Policy and Procedures Letter 3-0709 (The University Holidays Policy and Procedure).  
This year (as years previously) staff are required to use 8 hours of annual leave on Friday, December 29<sup>th</sup>. In contrast, faculty do not suffer a penalty when the university is closed that day. It was suggested that staff used administrative leave for that day instead of annual leave. The committee sent an email to Jamie Payne who stated that each fall a committee of leaders including a Staff Advisory Council member meets to determine the holiday schedule and mandatory leave days.  
Committee plans to visit with this SAC representative to bring this up for next year's meeting, OR will ask to be invited to next year's meeting.

IN PROGRESS:

3. Committee was asked to suggest a change to policy 3-0331 section 1.03 (*Collections, Deposit and Control of cash or checks received in the name of Oklahoma State University*), states that *"All personnel receiving cash, depositing cash over the counter, through the mail, and/or recording or accounting for cash transactions shall be required, without exception, to take annual leave each year. Leave is granted as provided in leave policies of the respective institutions and/or the Board of Regents and provided further that such employees be required to take annual leave each year in a manner that at least five continuous working days be taken at one time"*.

Committee was asked to suggest an addition to the policy to state that an employee must take annual leave for 5 consecutive days (as stated in the policy) **OR may also have the option to be assigned to different tasks within their department for 5 consecutive days.**

Committee emailed Rita Hesser and was informed that this is a Board of Regents policy requirement so we do not have the option of modifying it. Following is a link to the Board of Regents policy: <http://regents.okstate.edu/node/107>  
Committee plans to reach out to the Board of Regents.

4. Committee was asked to look at the new “Informal Ombudsperson Review and Informal Voluntary Mediation of Qualified University Related Staff Employment Issues” Policy and provide input of possible changes.
5. Committee was asked to look into the possibility of staff having the ability to donate sick leave to another employee under certain circumstances.
6. Committee was asked to look at the Compensation Adjustment Request Policy.

## Communications Committee Updates

September 13, 2017

- New Omni website is now live!
- September newsletter going out Monday, September 18.
- Member photos are being taken immediately following the Sept. 13 meeting. The following people need their photos taken:
  - Kelle Scott
  - Monty Stallings
  - Paul Leverington
  - Joseph Dunnigan
  - Mary Cahill
  - Shelton Irby
  - Elaine Johns
  - Katherine Carr
  - Michelle Chitwood

# HOMECOMING BASKET RAFFLE

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**PURCHASE A RAFFLE TICKET FOR YOUR CHANCE  
TO WIN 4 FOOTBALL TICKETS AND MORE!**

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**SEPT. 13 - OCT. 4, 2017**

**PRICE:**

**\$1 each or 6 for \$5**

**DRAWING:**

**Oct. 6, 2017**

**CONTACT ANY SAC MEMBER TO  
PURCHASE TICKETS.**

**[SAC.OKSTATE.EDU/FUNDRAISING](http://SAC.OKSTATE.EDU/FUNDRAISING)**



*"The council that's working for you."*

# The Department of Wellness

Employee Programs: September 2017

## Innovator Training

Wednesday, Oct. 4  
8:30 -11:30 a.m.

Seretean Wellness Center  
Application Deadline: Sept. 27

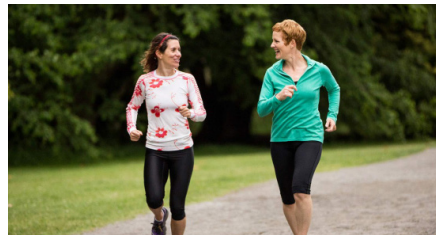


Help encourage healthy lifestyles in your department or college by becoming an America's Healthiest Campus Innovator. Innovators provide tools, resources and peer support necessary to facilitate healthy lifestyle choices with their colleagues. To apply or for more information visit:  
<http://okla.st/2gXG8iD>

## Jack O Lantern Jog

Saturday, Sept. 30  
2:00 pm

The Botanic Garden at OSU  
Registration Deadline: Sept. 18



The Jack-O-Lantern Jog is a family friendly fun run/walk/jog (1 mile) event that is held in the beautiful Botanic Garden at Oklahoma State University. Families & friends, please do not miss out on this special opportunity of making memories & spending quality time together!

## Yoga in the Garden

Thursdays, Sept. 14-Nov. 2  
5:45-6:30 p.m.

Botanic Garden Parking - North Entrance:  
3425 W. Virginia Ave  
South Entrance: 3300 W. 6th



Bring your mat and join Yoga Therapist Carol Bender as we shed the worries of the day and welcome nature's energy into body, mind and spirit. Each practice will incorporate a short centering practice, gentle yoga stretches and a guided relaxation.



Phone 405-744-WELL (9355)  
Web [wellness.okstate.edu](http://wellness.okstate.edu)  
Email [wellness@okstate.edu](mailto:wellness@okstate.edu)  
Facebook [facebook.com/osuwell](https://facebook.com/osuwell)  
Instagram @OSUWELL  
Twitter @OSUWELL  
Snapchat OSUWELL

## Wellness Wednesday

Wednesday, Sept. 20  
Noon-12:50 pm

Seretean Wellness Center Lecture Hall  
Registration Deadline: September 15

Join Ilda Hershey, OSU Sustainability Coordinator, for tips on planning events and gatherings while being good stewards of our resources and energy. The presentation will provide tips for OSU events, conferences, family gatherings, catering, holiday shopping, and entertaining. To register or for more information call: 405-744-9355.

## Wellness Wednesday

Wednesday, Oct. 18  
Noon-12:50 pm

Human Sciences Demonstration Kitchen  
Registration Deadline: October 11

**Join Dr. Brenda Smith and learn:**

- Why bone health has broad implications on overall health
- How to identify your level of risk and what you can do to reduce it
- The who, what, when, and where of osteoporosis screening
- What you can do if you find out you have low bone density or osteoporosis

To register or for more information call:  
405-744-9355.

## Catapult Health Screenings

Fall 2017  
By Appointment

Register now for your free confidential health screening. The screening consists of: a diagnostic blood test, measured biometrics, a consultation with a Nurse Practitioner, and a copy of your personal results. Screenings are available to employees and their covered spouses who are enrolled in OSU BlueCross BlueShield health plans. Schedule your appointment at:  
[WWW.TIMECONFIRM.COM/OKSTATE](http://WWW.TIMECONFIRM.COM/OKSTATE)





"The Council that's working for you."

## Staff Advisory Council Meeting Dates for 2017-2018

DATE	TIME	LOCATION
July 12, 2017	1:15-3:00 pm	412 SU, Council Room
<b>August 02, 2017</b>	1:15-3:00 pm	412 SU, Council Room
September 13, 2017	1:15-3:00 pm	412 SU, Council Room
October 11, 2017	1:15-3:00 pm	412 SU, Council Room
November 08, 2017	1:15-3:00 pm	412 SU, Council Room
December 13, 2017	1:15-3:00 pm	412 SU, Council Room
January 10, 2018	1:15-3:00 pm	412 SU, Council Room
February 14, 2018	1:15-3:00 pm	412 SU, Council Room
March 14, 2018	1:15-3:00 pm	412 SU, Council Room
April 11, 2018	1:15-3:00 pm	412 SU, Council Room
May 09, 2018	1:15-3:00 pm	412 SU, Council Room
June 13, 2018	<b>Noon – 3:00 pm</b>	<b>Location TBD</b>

SAC EMPLOYEE SPOTLIGHT

# STEPHEN MEYER

ADMIN SPECIALIST @ PARKING & TRANSIT SERVICES



**Who is your hero and why?**

My father; he served in the military for 20 years and shaped me into the man I am today.

**What is something about you that would surprise people?**

I was home-schooled (or maybe it isn't surprising!).

**What is one of your guilty pleasures?**

Taco Bell

**What is something you would like to learn to do?**

Create an Android app

## Sept 13<sup>th</sup> SAC Meeting

### Meeting with Admin

OSU has a contract with Our Daily Bread to help feed students in need. Not just any college kid, but those in true financial strain who might not eat otherwise.

Enrollment is similar to last year which is good

OSU is working with Habitat for Humanity for all the old fixtures, doors, any item they might need, before Cordell is torn down.

We need to look into the process of having students nominate staff for DSA awards as well as reviewing the process of having several letters of support-might get more applications for qualified candidates if we revise the process.

### Eteam Meeting

We met with Toby Tucker with HR to discuss the process and meal for staff development day. The details are still being lined out but the day will be a conference style.

4 speakers: Anna Erwin, Greg Hawks, Nancy Gunter, Rhett Laubach.

They will be set up in 4 different rooms for the 10-11:30 session and the 1-2:30 session

You may attend both a morning session and an afternoon session (allowing you to hear two different speakers).

We will have the DSA awards from 11:30-1 in the ball room

\*\*Reiterating that the DSA nominations are open September 18<sup>th</sup>-October 30<sup>th</sup>. Please spread the word and encourage Faculty and Staff to nominate qualified employees.