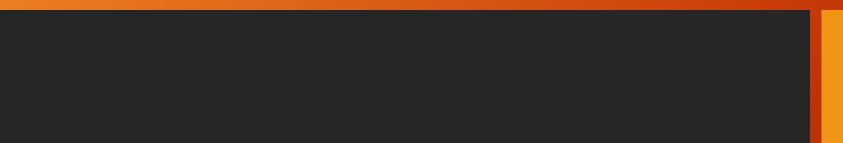




Center For Health Sciences



Welcome to 2018 Fall Staff Conference



OSU-CHS OSU-Tulsa

Staff Advisory Council



David Juergens - President Sherrita Sweet - President Elect Tanya O'Grady - Secretary Matthew Green - Treasurer

> October 25-26, 2018 Fall Conference

Purpose:

Provide and facilitate communication between the OSU-CHS and OSU-Tulsa Administration on issues, policies, and procedures affecting OSU-CHS and OSU-Tulsa staff.

Duties of Purpose

- 1. Providing recommendations regarding existing policies and helping develop new policies.
- 2. Providing feedback and recommendations on issues affecting staff.
- 3. Unifying campus staff.
- 4. Promoting a spirit of excellence by assisting in various campus projects, community service projects, and other public services.
- 5. Communicating with OSU Staff Advisory Council members, faculty, and student organizations within the OSU system.

Opportunities to help employees

What is it?

Comprised of OSU staff (CHS and Tulsa) interested in knowing about campus activities & providing support to employees pursuing education

- It is for employees!
- Network with other campuses and departments

Why Join?

Apply your opinions of issues and create solutions affecting staff in the Tulsa community

What's expected?

Attend monthly meetings (lunch provided for staff who RSVP)

 Alternate between OSU-CHS and OSU-Tulsa campus

Serve on 1 committee

Answer survey sent on October 29th via email

How can I help on a committee?

- Rules and Procedures Committee Make amendments & revisions to bylaws, creation or abolishment of subcommittees, procedures for staff participation
- Awards and Recognition Committee Develop policies for scholarships & awards
- Communications Committee Coordinate with External Affairs for graphics/marketing advertisements, Update website
- Fundraising & Outreach Committee Create opportunities for SAC activities & community outreach

Questions?







Center For Health Sciences



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Announcements:

- Open Enrollment November 1 through 16
- Benefit Meetings
 - Monday CHS @1:30 in D107
 - Wednesday Tulsa @3:00 in NH 150
- Performance Review Training
 - Next Month for all staff
 - New online form coming soon

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MAKING IT WORK

Conference Incentives

Conference counts towards certificate programs. AND obtain credit/incentive.

Keynote counts as a workshop.

- Attend one workshop + Action Plan = \$25
- Attend two workshops + Action Plan = \$35
- Attend three workshops + Action Plan = \$50

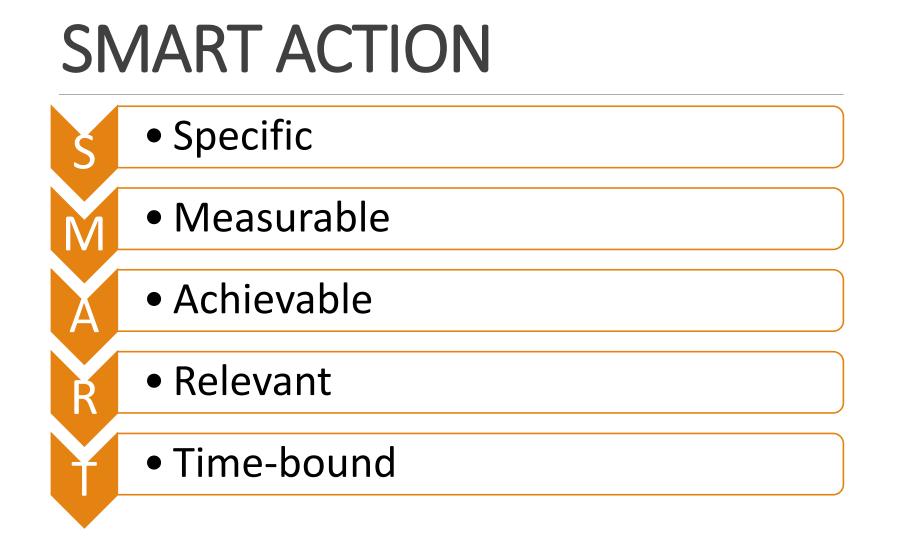
Attend all day + Action Plan = \$100

Due by **5:00pm MONDAY, November 12th** to HR email inbox.

Signatures needed.

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Action Plan



Specific

• Avoid generalities, Use action verbs

Measurable

Quantity, Cost, Timeliness

Achievable

• Is this something you can complete?

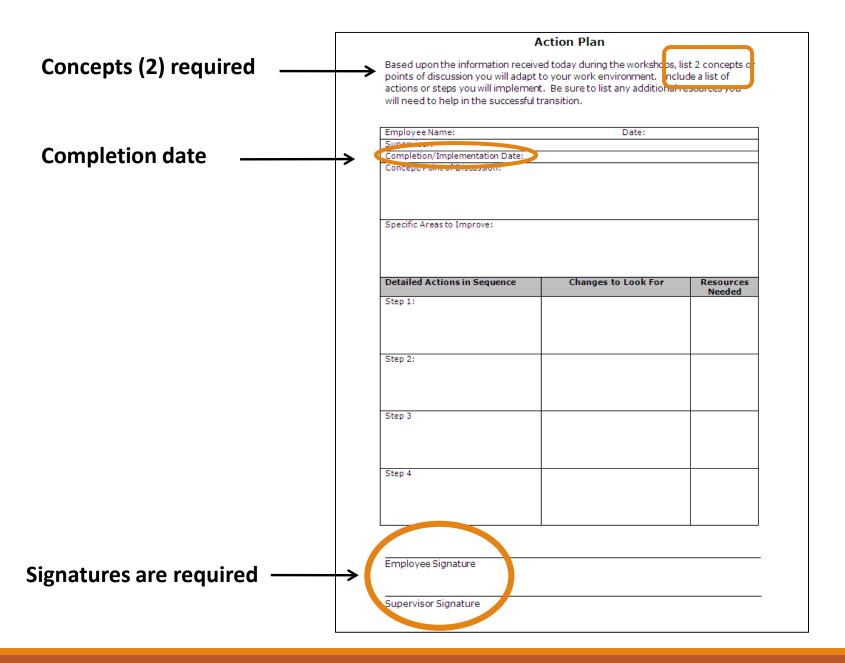
• Is the timing attainable?

Relevant

- Is it job/department related
- Is it within your authority

Time bound

• 1, 2, 3 or 6 months



"The distance between dreams and reality is called action"

How do you plan to use what you have learned today?

Evaluations Please!

Go Take Action!

OSU IN TULSA HUMAN RESOURCES 918-594-8221 <u>TULSA.HR@OKSTATE.EDU</u> OSU IN TULSA PROFESSIONAL DEVELOPMENT