



**Minutes**  
**Staff Advisory Council Meeting**  
**July 28, 2022**  
**12:00 – 1:00 p.m.**  
**Executive Boardroom**

**Attendees:** Philip Curry, Vanessa Greco, Candace Jackson, Kelsey Mathis, Alicia McClendon, Glenda Ross, Chantelle Ward

**I. Approval of June 2022 Meeting Minutes**

- a. Motion to approve – Chantelle Ward
- b. Motion seconded – Glenda Ross

**II. Report from Administration**

Dr. Craig Freeman, Interim Vice Provost and Dean of the College of Professional Studies at OSU-Tulsa will be officing on the 2<sup>nd</sup> floor of Admin Hall beginning on Monday, August 1, 2022.

**III. Department Reports**

a. Student Accessibility Services

Chantelle reported that they are working on intake for all the new students in preparation for the upcoming fall semester.

b. Advising

Philip announced the TCC/OSU College Park event on Thursday, July 28, 2022. There are 10 individuals registered for the event, but more expected to be part of College Park. Advising is also preparing for the upcoming fall semester.

c. Marketing and Communication Services

Alicia thanked Philip for his role with the recent TikTok put together for OSU-Tulsa. Marketing is ramping up their use of short form videos for platforms like TikTok and Instagram. They are also pushing out content on Facebook and Instagram for the 'It's Not Too Late!' series, the Back-to-School Bash, the North Tulsa Community Scholarship, and the first for credit film class at OSU-Tulsa.

d. Enrollment Services

Glenda asked SAC to remind students and prospective students that Friday, August 19, 2022 is the last day to enroll without a late fee. International Student Services is encouraging individuals from overseas to wait until after Monday, August 8, 2022 to be in line with Stillwater. However, Glenda is processing transfer students from TCC daily.

e. Library

Vanessa reminded SAC that Friday, July 29, 2022 is Tom Thorisch's last day on campus before his retirement. The library has completed the first round of interviews for the vacated position and hope to have the second round in the next week or so. Vanessa also reminded everyone that the library's hours of operation are currently 10:00 a.m. – 7:00 p.m.



f. Academic Affairs

Kelsey had no report for Academic Affairs.

g. Student Services

Candace reported that New Student Orientation will be held in person on Thursday, August 18, 2022 with a session at 12:00 p.m. and a session at 6:00 p.m. Additionally, Welcome Week will be Monday, August 22, 2022 – Thursday, August 25, 2022. Student Services is still working on food vendors for Welcome Week.

h. United Way

Candace is the 2022 United Way Chair. OSU-Tulsa is signed up for the Day of Caring on Friday, September 16, 2022 from 9:00 a.m. – 12:30 p.m. at Family and Children's Services. Anyone interested in volunteering for the committee, or the Day of Caring should contact her after receiving approval from their department head. More information on the 2022 campaign is forthcoming.

#### **IV. Discussion**

a. Updates on Ice Cream Social

The ice cream social will be a mobile event on Wednesday, August 17, 2022 from 2:00 – 4:00 p.m. Candace, Kelsey and other SAC members will bring individually packaged ice cream treats to the various OSU-Tulsa staff departments. Kelsey is working on soliciting donations from OSU-Tulsa Administration and Department Directors. Anyone interested in helping with the ice cream social should email Candace.