

## OSU-Tulsa Staff Advisory Council Minutes

September 26, 2019

1. Officers – Karen Castle announced Olivia Woody will serve as the Secretary for the OSU-Tulsa SAC this term.
2. Administration Update – Dr. Susan Johnson

Dr. Johnson shared Fall 2019 enrollment numbers with the council, reflecting a 9.62% drop in enrollment and a 2.89% decrease in credit hours taken. She, however, remained hopeful that this was not necessarily a negative, as OSU-Tulsa is working towards doubling the programs, options, and certificates offered on our campus, upwards of 40-45 new offerings.

She also asked for staff input concerning student related activities such as:

- Should we make undergraduate student orientation mandatory? Possibly offering an in-person or online option to cater to our diverse student population.
- Early planning stages of offering our students a peer-mentoring program.
- Lastly, due to the lack of bilingual employees on our campus, would we be able to generate enough interest from staff members to participate in some form of “course” to better communicate with our Latino students? She indicated special interest in the Latino conference being held on our campus next month.

Please send your feedback to Dr. Johnson at [susang.johnson@okstate.edu](mailto:susang.johnson@okstate.edu)

3. Fun Facts – OSU Foundation, Annie Alexander  
Annie is a development associate who works in the OSU Foundation office located in Administration Hall, 1<sup>st</sup> floor. Their mission is to unite willing donors with university passions. Some of the current initiatives include:
  - Student Union funding, which is reaching its final stages due in part to the Osage Hotel and Casino Gift
  - Library fundraising is in beginning stages
  - Conference center
  - Scholarships

If interested in finding out more about the OSU Foundation, please visit [osugiving.com](http://osugiving.com)

4. Approved minutes from August 29<sup>th</sup> meeting. Alicia McClendon motioned to approve the minutes. Tom Thorisch seconded the motion and the motion passed.
5. SAC Activities Brainstorming – Possible activities in the works for SAC
  - Food Truck Friday on October 25<sup>th</sup> (Fall Break). Would close campus for an hour, 12:00pm-1:00pm, for staff to join together and enjoy lunch together. Looking into possible food truck participants. Let Karen or Annette know if you have any suggestions for food trucks. There will be a meeting with

Administration on October 7<sup>th</sup> to decide if it will be possible to close every department

#### 6. Department Reports

- Kathy Williams with Prospective Student Services, gave a reminder for all interested ladies of the Women's Breakfast on October 17<sup>th</sup> 8:00am-9:00pm at 36 Degrees North. Dr. Pam Fry will be the guest speaker for the event.
- Tom Thorisch from the Library informed the council of the new support system on the library website. It will allow the library staff to be more specific with patron interactions and better meet their needs.
- Academic Counselor, Elisa LeSieur, shared about the upcoming high school conferences for Union and Jenks happening on our campus 10/30/19 and 11/8/19. The conferences will allow high school students to attend various breakout sessions to learn about valuable information and skills related to life after high school.
- Alicia McClendon, our Digital Communications Specialist, shared that the position of Communications Coordinator has been filled and will begin in October. She also wanted to remind staff of these upcoming campus events:
  - Career Fair October 1<sup>st</sup> 2:00pm-4:00pm
  - Center for Poets and Writers workshops that are open to the public
  - United Way launch event 09/27/19 and runs through October 4<sup>th</sup>

#### 7. Committee Assignments

There are two committees SAC members can sign up to participate on:

- Communications Committee: maintain all media concerning the SAC
- Rules and Procedures Committee: review and make necessary amendments or additions to current by-laws of the OSU-Tulsa SAC

#### 8. Our next OSU-Tulsa SAC meeting will be held October 24<sup>th</sup> 12:00pm-1:00pm in the Executive Boardroom in the Administration Hall.