

Minutes

Staff Advisory Council Meeting

April 28th, 2022

12pm - 1pm

Tulsa Room

w/Zoom Meeting Link

Member Attendees: Karen Castle, Kelsey Mathis, Alnetta Morris, Ashley Jackson (new finance person), Candace Jackson, Tom Thorisch. No zoom participants.

- I. Approval of March 2022 Meeting Minutes
 - a. Motion to approve –
 - b. Motion seconded –
 - c. Minutes approved
- II. Admin Report – Kelsey Mathis
 - a. Discussion points –
 - i. College of Professional Studies (CPS) courses were approved for the Tulsa campus. These courses will help address the 9 hours of core credits needed for the Bachelor of Professional Studies (BPS) in Public Safety.
 1. CPS 3013 will be taught online by Dr. Mary Jo Self during the summer 2022 semester.
 2. CPS 3513 will be cross-listed with a HESA course and taught online by Dr. Tami Moore during the spring 2023 semester.
 - ii. During a luncheon to thank Byron Bighorse and Osage Nation for their sponsorship of OSU-Tulsa's Student Union, Byron asked about programming on the Tulsa campus and took a particular interest in the Hospitality and Tourism Management (HTM) degree offered through Spears School of Business (SSB) and the Cyber Analytics Certificate. More discussion with Associate Dean of SSB, Marlys Mason, and Byron are needed, but there is potential for a partnership.
 - iii. Recent and upcoming events:
 1. Tuesday, April 26th: Dr. Ken Ede hosted an information session on Environmental Sciences to promote the Sustainability program.
 2. Wednesday, April 27th: Beverly Morris and Dr. Aditi Grover, Program Coordinator and Assistant Professor, hosted an information session for OSU-Tulsa faculty to learn about the OSU-Tulsa Honors Award.
 3. Thursday, April 28th: OSU Educational Leadership (EDLE) hosted a virtual information system on their graduate programs.
 4. Wednesday, May 18th: OSU-Tulsa Transfer Day from 9:00 a.m. – 6:00 p.m.

- iv. OSU has signed a contract with CourseDog, which will run with Banner for increased functionality of scheduling. Not implementation date yet.
 - v. The hiring committee for the Executive Assistant in the Office of the President is still searching for the best fit.
 - 1. Also, plan to hire a third person on the third floor to assist Nekki Reagan-Neeley, Ashley Jackson, and to assist Kelsey Mathis with scheduling.
 - vi. If you need a wonderful beverage holder that has built in spill protection, check out Brūmate.
- b. Library
- i. We will be closed to the public May 16-18th at the least while we move and get settled in Main Hall.
 - ii. We will be extending due dates and monitoring e-mail during this time. We hope to reopen on May 19th to the public, but that is pending on how smooth the move goes.
 - iii. Library staff have weeded more than 52,000 items which equals 43% of the collection so far. A Total of 1,300 boxes. We also are sending some of our materials to other libraries around the state.
 - iv. K-12 curriculum materials available for grabs: in Science, Social Studies and Language Arts. Library is willing to donate to teachers or students.
 - v. Informed Alnetta about the availability and deadlines. Contact Lynn Wallace or RD Bell for details.
 - vi. Tom will miss the May SAC meeting, on vacation. Library will work on appointing other staff to represent the library. Tom might make the June meeting, possibly.
 - vii. Tom's last day at work projected is July 26 or 27.
- c. Marketing
- i. Prepping for Graduation
- d. Student Services/TRHT
- i. CTRHT will sponsor Greenwood Walking Tours on May 24th. There will be a morning and afternoon session. Registration will be required – 20 people max per tour. It is open to all OSU-Tulsa and OSU-CHS staff, faculty, and students.
 - ii. Student Services: For finals week, Campus Life will have tea, hot cocoa, and coffee available for students.
- e. Community Engagement
- i. Hosted 3 Financial literacy workshops for April – all have been very successful and will probably happen again next year
 - ii. Is also busy helping with graduation
 - iii. Is working on dates for fall pre-collegiate conferences
 - iv. Has several workshops/camps lined up for summer

III. SAC Discussion Points

- a. Location of the May meeting will be in the courtyard – weather permitting; if weather does not cooperate, we will move to the North Hall student union area
- b. Idea for consideration: ice cream social for June or July
- c. Approval of March meeting minutes is delayed until May as there were not enough members to vote. April meeting minutes will also be approved in May.
- d. May's There & Back Again will be discussed via email