

## Minutes

### Staff Advisory Council Meeting

January 27<sup>th</sup>, 2022

12pm - 1pm

Zoom Meeting

Member Attendees:: Alnetta Morris, Candace Jackson, Alicia McClendon, Karen Castle, Tom Thorisch, Meg Perdue

- I. Approval of December 2021 Meeting Minutes
  - a. Motion to approve – Karen Castle
  - b. Motion seconded – Tom Thorisch
  - c. Minutes approved
- II. Administration Report - Karen Castle- Dr. Susan Johnson was unavailable.
  - a. Discussion points –
    - i. The Spring Faculty/Staff Meeting will be held on Monday, February 7th at 3:00pm in North Hall 150. There is also a zoom link for those who prefer not to attend in person. Leadership will give updates and present the Outstanding Research and Teaching Faculty Awards.
    - ii. We have a new Budget and Fiscal Officer, Ashley Jackson. Ashley is replacing Kevin Holmes who will be moving to CHS. Her office is located on the 2nd floor of the Administration Building. Please come by to meet her if you haven't had a chance.
    - iii. We have extra OkState in the 918 t-shirts on the 2nd floor if you are a new employee and you haven't received one. See Karen Castle and she will make sure you get one.
    - iv. Our campus will have 2 more weeks of wearing masks for in-person meetings. Updates will be posted as new information comes in.
    - v. The OSU-Tulsa Graduation ceremony will be held at Union High School on May 9th.
- III. Department Reports
  - a. Administration
    - i. President's Leadership Society met on January 21st. The panelists were former PLS members. They are great recruiters for OSU-Tulsa because they are enthusiastic about PLS, their experiences here as undergrads, and how that lead them to graduate school.
  - b. TRHT
    - i. Working with Alnetta to put together events for Black History Month
    - ii. Hosting virtual racial healing circle on February 10th; counts toward following HR certificates: safe zone or diversity at work.
  - c. Library
    - i. Busy offering workshops

1. Mostly in Zoom format
- ii. Many staff working from home, however no interruption of services
- d. Marketing
  - i. Promoting upcoming workshops and events, especially those in the next month from Center for Poets & Writers & Center for Truth, Racial Healing and Transformation
  - ii. Graduation prep is officially underway! OSU-Tulsa Graduation Ceremony will be held Monday, May 9 at Union Multipurpose Activity Center (UMAC at Union High School) at 6:30 p.m.
  - iii. Doors will open for grads at 5:30 p.m.
  - iv. The graduation speaker will be President Emeritus Dr. Pamela Fry
  - v. Producing video for new program/degree offerings like Accounting, College of Professional Studies – Public Safety and Psychology
- e. Community Engagement –
  - i. Feb. is Black History Month
    1. Display is set up in North Hall
  - ii. Week of the 10<sup>th</sup> will be Racial Healing focused
  - iii. Feb. 17<sup>th</sup> a Black History Community Showcase will be presented.
  - iv. A Zoom call “The Do’s and Don’t of Culture” is set for the last week of February.
    1. Date and time to be announced closer to event.
- f. Campus/Student Services
  - i. The Testing Center has hired a new employee who begins on February 7<sup>th</sup>: An'Nissa Davis
  - ii. Career Services is offering professional headshots on February 2<sup>nd</sup> from 2-4 in MH 1304
  - iii. The Wellness Center has been very busy; Danielle has an EVOLT machine coming on February 8<sup>th</sup>; you can register and if that is not your thing, Jasper her doggo will also be here on February 8<sup>th</sup>.

#### IV. Discussion of Upcoming SAC Sponsored Coffee Bar

- a. Event will take place on Monday, Feb. 14<sup>th</sup> from 2:30pm to 3:30pm in the Tulsa Room.
- b. Each SAC member offered to bring supplies.
  - i. Items will be donated by SAC member
  - ii. Money in SAC account will be held for later projects.
    1. Cups
    2. Tea
    3. Hot Chocolate
    4. Toppings
- c. Possible upcoming event
  - i. Secret Staff Member
- d. Karen will send original questionnaire to SAC officers for updating

#### V. Next Meeting – Feb. 24<sup>th</sup>, 2022