

Minutes

Staff Advisory Council Meeting

January 28th, 2021

12pm - 1pm

Zoom Meeting

Member Attendees: Oliva Woody, Julia Kacergis, Karen Castle, Tom Thorisch, Sherry Clegg, Beverly Morris, Elisa LeSieur, Alicia McClendon, Chantele Ward

Guest attendees: Dr. Pam Fry, Barrett Hunter, Kim McCrackin

- I. Approval of December 2020 Meeting Minutes
 - a. Alicia McClendon moved to approve the minutes.
 - b. Tom Thorisch seconded the motion.
 - i. Minutes were approved.
- II. Report from Administration
 - a. Dr. Pamela Fry presented
 - i. Discussion points –
 1. Dr. Fry congratulated Oliva Woody on her new role as Tulsa SAC President.
 - a. Reiterated the important of the SAC committee for employee morale and communication.
 2. Dr. Fry thanked Kim McCracken and Matt Bowler for their work chairing the most recent United Way Fund Drive.
 3. Due to their efforts, the Tulsa campus stayed very close to fundraising goals.
 4. Enrollment on the Tulsa campus seems to be improving.
 - a. Various metrics show improvement; however, the final reports have not been complied, so data is unofficial.
 - b. If metrics continue to show improvement OSU Tulsa campus is on track to exceed the highest enrollment achieved in 2012.
 5. OSU newest college is the College for Professional Studies.
 - a. Currently the new college offers undergraduate degrees, however, if successful graduate degrees in the discipline will be offered.
 6. OSU Tulsa is involved in several events to commemorate the 100th anniversary of the Tulsa Race Massacre.
 - a. Please refer to <https://tulsa.okstate.edu/100points> for resources and dates.
 7. Pandemic situation continues to challenge OSU Tulsa and the surrounding community.
 - a. Staff should not hesitate to reach out to OSU Tulsa administration for questions.

III. Barrett Hunter, Director of Compliance and Risk Management, OSU – CHS presented

i. Discussion Points -

1. CHS has standalone vaccine site as the state moved into Phase 2 plan.
 - a. Clinic is in the same location as the community clinic; however, OSU staff are instructed to come into the building for vaccination.
2. HR has sent out surveys to determine staff eligibility to receive vaccine through OSU.
 - a. No time line yet for Phase 3.
3. OSU-CHS working on education component with vaccine rollout.
4. Staff doctors have rolls in videos, which specifically address hot-button issues.
5. As state moves into Phase 3 OSU-CHS will send out more information to staff.

IV. Rules and Bylaws

a. Discussion Points -

i. Oliva Woody met with Dr. Fry to discuss SAC representation from all OSU Tulsa departments.

1. Dr. Fry to reach out to under-represented departments to extend invitations to join organization.

ii. Clarifications

1. SAC meeting can be public.
2. Two (2) term limit for representatives.
3. Any OSU staff is welcome.
4. Any OSU staff member may request Zoom meeting link from officers.
5. Non-voting members will need to submit request to speak to SAC Secretary prior to meeting date.

iii. Oliva Woody working closely with Marketing Department to upgrade website.

1. Marketing has set up SAC service account.
2. Any suggestions or nominations can be emailed to SAC officers.

V. SAC February Activity

a. Discussion Points –

i. OSU Tulsa Administration has approved distribution of valentines to individual departments.

1. Department representatives were asked to provide number of staff to SAC officers.
2. Anyone interested in distribution of valentines should contact SAC officers.

VI. Department Reports

a. HRC

- i. New students and building access are keeping staff busy as new semester begins.
- ii. HRC staff expressed gratitude to OSU Tulsa staff for help with the complexities of working with international students.

- b. Karen Castle
 - i. President's Leadership Society meetings are resuming.
 - ii. In addition to virtual, there will be at least one in-person meeting.
 - iii. Organization has many new members.
- c. Library
 - i. Library is now open 10 am until 7 p.m. Monday – Thursday, Friday 8-5pm, Saturday 9-5pm
 - ii. Staff maintain a rotating schedule on-campus with virtual services continuing
 - iii. We are receiving new shipments of academic titles and leisure books
 - iv. Spring Research Workshops have begun and are posted on our home page
 - v. We have acquired several new databases:
 - 1. African Diaspora, 1860-Present
 - 2. Black Studies Center
 - 3. Black Studies in Video
 - 4. Black Thought and Culture
 - 5. Theatre and Drama Premium
 - vi. We are partnering with Stillwater to provide training on Data Management including Software Carpentry
 - 1. Registration is required; each workshop link shows more details about the workshop contents. Also listed on our library home page.
 - 2. <https://libguides.osu-tulsa.okstate.edu/Workshops/Spring2021>
- d. OSU- Tulsa Academic Affairs
 - i. Enrollment almost complete.
 - ii. Successful retention rates for Spring 2021 semester.
- e. Advising
 - i. Advising department went above and beyond to communicate with students related to enrollment and course selection.
 - ii. The advising department has a new recruitment manger.
 - 1. Oliva Woody will extend SAC invitation to attend meeting.
- f. Marketing
 - i. Department focusing on larger projects.
 - 1. 100 Points of Truth and Transformation
 - 2. Wellness Issues
 - a. Students will receive three (3) wellness days per semester.
 - ii. Promoting Equity Transfer agreement with Tulsa Community College.
 - 1. The project will improve education pathways in communities of color.
 - 2. Press release in progress.
 - iii. Marketing welcomes new Project Coordinator.

1. Oliva Woody will extend SAC invitation to attend meeting.

- g. Student Accessibility

- i. Department welcomes new part-time Community Engagement Specialist, Anetta Morris.

1. Oliva Woody will extend SAC invitation to attend meeting.

- ii. Several new students are keeping the department busy.

- h. Testing and Writing Center

- i. Still offering assistance by appointment only.

- i. Stillwater SAC Meeting

- i. Search for new OSU-Stillwater President is on schedule.

1. Stillwater SAC chair, Tashia Cheves, is part of search committee.

- ii. President of OSU-Oklahoma City is leaving.

1. Search for replacement is on schedule.

VII. Meeting Adjourned

VIII. Next Meeting – February 25th – 12pm – via Zoom link