

Minutes

Staff Advisory Council Meeting

March 25th, 2021

12pm - 1pm

Zoom Meeting

Member Attendees: Oliva Woody, Tom Thorisch, Sherry Clegg, Beverly Morris, Elisa LeSieur, Alicia McClendon, Angel Ray, Candace Jackson, Margaret Perdue, Chantele Ward

Guest attendees: Brian Jervis, Saira Nadeem, Mark Busenburg

- I. Approval of February 2021 Meeting Minutes
 - a. Tom Thorisch moved to approve the minutes.
 - b. Candace Jackson seconded the motion.
 - i. Minutes were approved.
- II. Report from Administration
 - a. Dr. Pamela Fry was unable to attend meeting- sent report.
 - i. Discussion points –
 - a. As we near the centennial of the 1921 Tulsa Race Massacre, OSU-Tulsa faculty and staff are invited to participate in a book reading and discussion group about this historical event.
 - b. Faculty and staff are invited to read the book, *The Burning: The Tulsa Race Massacre of 1921* by Tim Madigan. OSU-Tulsa will purchase the book and Dr. David Gray, OSU-Tulsa teaching assistant professor in the American studies program, will facilitate three discussion sessions.
 - c. The sessions will be held via Zoom from 11 a.m.-noon on March 24 (please note updated time for this session) and 1-2 p.m. April 14 and May 5. If you register, you should plan to participate in all three sessions.
 - i. Anyone interested in participating in the discussion may contact tulsa.hr@okstate.edu. You may also email them with any questions you may have.
- III. Brian Jervis, OSU Horticulturist presented
 - i. Discussion Points -
 1. OSU Horticulture mission statement – “Bring the university to the community.”
 2. The department works with public schools providing education related to nature and science.
 3. The department also provides nutritional and financial services, along with 4-H club outreach.

- a. There is an extension office in every county in Oklahoma.
- b. Also provides a phone line for gardening questions.

4. Brian Jervis – continued with a PowerPoint presentation.

IV. SAC Rules and Procedure Updates

a. Discussion Points -

- i. Oliva Woody clarified length of terms and updated members on upcoming processes
- ii. A term is defined as two years.
- iii. Members can serve two consecutive terms, for a total of four years.
 1. April 2021 – nominations of SAC members
 2. May 2021 – voting.
 3. June 2021 – New terms begin and committee assignments
- iv. Committees –
 1. Communication –
 - a. Currently, Alicia McClendon is serving as Chair.
 - b. Committee must have two or more members.
 2. Rules and Procedure –
 - a. Must have 3 or more members.
 - b. Needs to select Chair.
- v. It was suggested SAC send out information about the council to all staff on campus.
 1. Meetings are open to the public
 - a. Provides great opportunity for networking.

V. SAC Event Suggestion – Food Donation Drive for Campus Cupboard

a. Discussion Points –

- i. This project would aim to collect food and toiletries for the OSU Tulsa Campus Cupboard., for the purpose of helping any student in need of these items.
 1. Suggestions –
 - a. Put donation tubs in high-traffic areas
 - i. Suggested –
 1. HRC Atrium
 2. Library
 3. North Hall Main Lobby
 4. IT Help Desk Area
 - b. Areas should have staff supervision.
 - c. Volunteers from various departments would be responsible for delivering the items to Student Services.
 - i. It was suggested each department develop a Google spreadsheet to keep track of who is responsible for delivery.
 - d. No monetary donations will be accepted by members of the council.

- i. If monetary donations are offered, the individual should be directed to Student Services.

2. Resolved –

- a. SAC Executive Board will present the idea to administration and follow up with members if approved.

VI. Department Reports

- a. Career Services is hosting a Virtual Education Career fair today from 1-5pm for students interested in careers as teachers, school counselors, speech therapists, and more.
- b. Al Carlozzi Center for Counseling will be hosting a weekly meditation group on Tuesdays at noon that will run through April 13th. The group will meet for 1 hour via zoom.
- c. African American Student Association is sponsoring an egg hunt for the Sunset Apartments on Saturday, March 27th at 2:00pm. If you would like to help, please reach out to Anetta Morris with any questions.
- d. OSU has partnered with the Admiral Twin Theater to offer a free movie night for all OSU-Tulsa Students, Faculty, and Staff (families included). It will be March 30th. Gates open at 7:00 and the movie starts at 8:00pm. The featured flick is Jumanji: Welcome to the Jungle.
- e. The Learning Services Center will be hosting a live APA workshop on April 13th. Topics addressed basic APA style and updates.
 - i. The Learning Services Center is also developing informational videos about the variety of testing services available. The videos will cover content such as making an appointment, online learning exams, CLEP testing, makeup exams, etc.
- f. Wellness has an employee “Bring the Wellness Center to you” program going! Pick a day and time and get your own personal workout for you or the entire department. Can be done in your office or via zoom! Can pick the type of workout you want (cardio, stretching, mobility, etc) and the day and time. Contact the wellness center.
 - i. Will have a mental health yoga break with daily (through email to employees who sign up) yoga poses and how long to hold them and a link to show how to do them. There will 2 to 4 movements daily through the month of April.
 - ii. Employee and student scavenger hunt for the second week of April with daily fun tasks!
 - iii. There is time for students and employees to sign up for the intramural kickball tournament.
- g. Library Report-
 - i. Close collaboration with Stillwater, and support from Dean Johnson and Director Wallace, allowed the Tulsa library to add an additional 65 databases to our collection. (since 2016)
 - ii. This brings shared collections to 285 unique databases. OSU Tulsa Library has over 380 databases total.
 - iii. We will be working with Department Heads and Faculty as new programs are added to continue supporting the evolving research needs of our users.
 - iv. Through Stillwater, we will soon have access to all 2021 e-books published by the University of California.

- v. Tom has been working with several faculty and their students on research projects and has additional workshops planned for the first full week of April.

VII. Next Meeting – April 29th, 2021 – 12pm – via Zoom link