** Staff Advisory Council Minutes**

1. **Call to Order:** Becca Floyd @ 12pm
2. **Announcements from University Committees:** 
   * **Administration** – Eric Polak – Budget process for next fiscal year begins July, budget team will continue to develop. Everything stopped due to House/Senate could not agree on common education funding package. Governor vetoed a number of bills. House/Senate have now agreed and agreement of an additional 625M going to common education. Primarily to teacher pay raises, certified staff. Board of Regents meeting is June 20th for budget approval. President Stephens sent out general campus update, we have number of projects to move forward; courtyard project at Founders Hall, smaller generator will be replaced in the fall, moving the larger one over to Hardest Center. The Mental Health Hospital continues to progress with the VA Hospital and construction contract has been signed, so we are actively in the construction phase. We have brought on design consultants for expansion of OSUMC and Ocean Medical Center which will be about 175k sf expansion of hospital over the next 3.5 years a lot of work being done. Also, OSU is starting a BA Nursing program this fall, kicking off in Stillwater, but will be using clinics at SWMC, OSUMC, St Francis Hospital and our clinics here in Tulsa. Tandy and Barson has all the exterior work, windows completed. Next is plumbing and electric, challenge is we have to move people around during the renovations between Barson, Forensics, laboratory, research office and Graduate programs office so that phase is being worked on now to be able to shuffle people around and still work.
   * **Human Resources** - NA
   * **Facilities** - NA
   * **Information Technology** – Jessi Roberts – we are doing some pc replacements and in process now and will be rotating next month, someone will reach out to schedule a time to swap your computer out. Please make sure that your items are backed up prior to the swap, if you don’t know how, contact the HelpDesk for assistance. Be on the lookout for phishing emails, don’t click on links send suspicious emails to [abuse@okstate.edu](mailto:abuse@okstate.edu). When reserving a room on campus for a meeting/event, please provide as much information in detail as possible – how long do you need IT there? Needed for set up all day? Do we need to create a zoom? Are you using PPT? we need a copy ahead of time all of these need to go through Todd Hogaland with External Affairs and Tyler Redden with IT.
   * **Wellness** – New coordinator on the campus recreation Megan Sherlock – she is over the fiscal activities, fitness center and personal training sessions and nutritional counseling
   * **Security** – Hunter Barrett and Megan Robertson – New badge access policy implemented over a month ago. Came in response to the security analysis in the aftermath of the St Francis shooting last summer. Every student and employee on campus needs to display their badge to be identified. This will enhance our security on campus and know who is in our buildings. We will also start charging for lost or damaged badges starting the fall semester, notification will go campus wide once this goes live.
   * **Office of Diversity, Equity, and Inclusion** - Recently finished Faculty mentorship program, they received certificates and plan on launching program at the end of August/Sept. They will send out survey to students asking if anyone is interested in a mentor, they will be assigned. July, we are working on program with external affairs and the nonprofit of one of our residents, Dr. Chris McNeil called Youth Medical Mentorship program similar to a pre-health round up or operation orange for high school student to get the opportunity to learn about science and medicine.
   * **Special Guest** – Michelle Loveless MPH practicum project – Hybrid Work Option Program – Worked with Dr. Dena Wheeler on the hybrid work option program, you can find out more about it on the HR website, its not a secret. It is up to your directors discretion if they choose to share the information with you. We are interested in the wellness related benefits, we interviewed employees that participated in the program working from home for up to 3 days a week; with results being: people had more time for physical activity, cooked healthy meals, spent time outdoors, getting up to take walks and just the flexibility. We found they had better relationships with co-workers, improvement of work, life, balance and more time for self-care and reduced stress. If interested reach out to your director and HR to see if it would be a fit for your department.
3. **Roll Call:** Amy Jenkins – No quorum this meeting.
4. **Approval of the Minutes:** Becca Floyd
5. **Reports:**

* **Executive Board Officers’ Reports**
  + - **Secretary** – Amy Jenkins – Guests attending Sonia Settle, Ashley Wilson & Andrew Carter
      * We will vote these nominees for new members in June
    - **Treasurer** - Shannon Taylor – Foundation account $1254.57, Checking $3.128.19 reconciled on May 1st. On May 9th we had cake fundraiser and raised $377.63, deposit of $346.40 was made on May 11th and Paypal transfer of $31.23. Valerie Praytor was given all information to conduct the SAC audit and will be completed next week. We also completed the audit a month early due to closing out books and end of FY.
    - **Vice President** - Vacant Seat
    - **Cherokee Nation Representative** – CJ Jenkins – nothing to report
    - **Past President** – Vacant Seat
    - **President** - Becca Floyd – Thank you to all that participated in fundraiser, it was fun and raised good monies!
* **Committee Chairs’ Reports**
  + - **Awards and Recognition** – Dondie Hess – Continuing Education Award will be pushed to June 1 – 15th for applications. Thanks to Kelly for assisting on getting this out to everyone
    - **Communications** – Melyssa Bailey – Not in attendance
    - **Fundraising and Outreach** – Megan O’Neal - Fundraiser went well, lot of fun, thanks to Becca, Kelly and Holly for helping. Looking for members to join the committee, if interested, reach out to Megan. Looking to plan a trivia fundraiser in the fall.
    - **Rules and Procedures** – Vacant Seat

1. **Old business:** 
   * Mathew Sproles, Proposal: Celebrating Indigenous People – Table due to Mathew not in attendance
2. **New Business:**
   * **Parking spot raffle** – we will be using Rally Up to raffle off the SAC parking spot – starting in July as approved by Executive Board.
   * **Changes / Formatting of Bylaws: vote in June**
   * **Nominations for New Committee Chairs: vote in June**
     + Rules and Procedures Chair – Kelly
     + Awards and Recognition Chair – Dondie Hess
     + Communications Chair – Melyssa Bailey
     + Fundraising and Outreach Chair – Megan O’Neal
   * **Nominations for New members and Continuing Members: vote in June**
     + Andrew Carter
     + Ashley Wilson
     + Sonja Settle
3. **Adjournment - Next meeting** – **June 20, 2023, at 12 noon, Tandy room 333, & via ZOOM – Dr. Stephens will be attending and issue a proclamation officially having a SAC day. Please wear orange as we will have photo taken for our website and newsletter.**