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**Staff Advisory Council – Minutes**

The Staff Advisory Council will meet on **May 18, 2021 at 12p**

**Zoom**

Join Zoom Meeting

https://osuchs.zoom.us/j/94002061629?pwd=MmsrSnNZUzBuWTRZOE0yMFNBMng2dz09

Meeting ID: 940 0206 1629

Passcode: 670211

One tap mobile

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1. **Call to Order:** Sherrita Sweet
2. **Roll Call:** Sherrita Sweet, no quorum met
3. **Approval of Minutes:** 4/20/21, next meeting
4. **Approval of the Agenda**
5. **Reports of University Committees:**
	* **Administration-** Dr. Stephens
		+ Graduation went well
		+ Mask changes; worked with STW, we’ve said we would follow the science and CDC
			1. Summer hours, looking forward to decrease in numbers and how the summer will play out with the new mask requirements
	* **Facilities-** Angelyn Holmes
		+ On track for north building, next summer for completion
		+ Barson elevator update is going nicely
		+ Groundbreaking ceremony on June 2nd at Hardesty for NCWR site
	* **IT**
	* **Wellness-** Jesse Chaffin
		+ Mental Health Trainings, not required, but only takes 15 minutes to complete to better serve our students
		+ Mask update- no masks required in wellness center or for fitness classes on the CHS campus; no update for Tahlequah campus yet though.
		+ Summer: will potentially have to limit hours over the summer; looking at past usage hours over the summer if we do have to limit them.
		+ Last year we served 310 employees at CHS, and this year we have seen a 20% increase with the addition of Kelsey to our team, so we have served 369 employees. Fall of 2021, looking at doing another Faculty and Staff Health Assessment that we did 2 years ago. We would like to share with you the information we gathered from the last assessment in 2019; would there be a time and place we could do that with the staff? There are tangible things that come out of filling out this survey and your time/input is valuable to us, and we would like to share that.
		+ Pete’s Pet Posse: Should see 6 new teams on campus in the fall!
	* **HR**
	* **Security**
6. **Officer Reports:**
	* **Secretary -** Michelle Loveless
	* **Treasurer -** Darlene DuBois
		+ See report below
	* **Vice Chair –** Diana Sanders
	* **Chair –**Sherrita Sweet
		+ Audit- secured two auditors to review our accounts for the past year. Report will come in June meeting.
7. **Standing Committees Report**
	* **Rules and Procedures Committee**
		+ Sent out request for nominations for the 21-22 Executive Board positions; if there is anyone wanting to volunteer or nominate others, please let us know!
	* **Communications Committee**
		+ Working on website to post minutes and agenda
	* **Awards and Recognition Committee**
		+ Extended the Awards of Excellence nominations deadline, received 22 final nominations.
		+ Received 14 Cont. Education Award applications, deadline is May 31.
			1. Need to reach out to HR to make sure they can still contribute monetarily for this number of applicants.
		+ Team would like to propose that we have an in-person celebration next month with cake to celebrate and announce the winners of these awards, given updated mask mandate and social distancing guidelines.
			1. Will send out electronic vote to have in-person meeting for this event
	* **Outreach & Fundraising Committee**
		+ Parking spot is available right now. We can use Google Sheet for an online auction for this spot; needs to be a flyer made.
8. **New Business:**
9. **Announcements:**
	* New members interested in joining SAC please let the Secretary Michelle Loveless know!
	* Reminder to let us know that if there are any concerns or issues you have that you would like for us to address with Administration, let your Executive Board know!
10. **Adjournment 12:41p**
	* **Next Meeting: June 15, 2021 12p via ZOOM**

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