



Staff Advisory Council – Minutes

January 18, 2022 at 12p
ZOOM

A. Call to Order: Diana Sanders – 12:03 pm

B. Roll Call: JuLee Wells

C. Approval of Minutes from November

Amy Jenkins motioned to approve the minutes. Megan O'Neil seconded. Motion carried.

D. Approval of the Agenda

Michelle Loveless motioned to approve the agenda. Amy Jenkins seconded. Motion carried.

E. Reports of University Committees:

- **Administration-** None
- **HR-** None
- **Facilities-** None
- **IT-** None
- **Wellness**

Kelsey Atwood shared information on pending lunch and learns, fit 101 and virtual challenges for employees and students. An example of an upcoming virtual challenge is Healthy and Homemade cooking to cook healthy meals at home. She also discussed a virtual bike and running challenge that will start at the end of the month through the first couple of weeks in February.

- **Security-** None
- **DEI**

Megan O'Neil presented that on January 10, the DEI team hosted the first virtual summit with Dr. Ross-Lee. Dr. Ross-Lee talked about diversity, equity, and inclusion. The second DEI summit will be held virtually on February 7 with Dr. Quinn presenting about implicit bias.

F. Officer Reports:

- **Secretary – JuLee Wells - None**
- **Treasurer – Shannon Taylor**

Shannon provided the following updates. The OSU-CHS Staff Scholarship balance is zero. The Staff Advisory Council in the Tulsa fund balance is \$1,120.78. There was a \$9.50 deposit in November and December. The checking balance is \$3,830.65.

- **Chair – Diana Sanders**

Diana Sanders thanked everyone who participated in the silent auction and gift-wrapping station. Next year, it is recommended to do both but promote earlier for staff, faculty, and students to plan. SAC has been approved to spend \$4,000 for lunches from Baxter's.

G. Standing Committees Reports

- **Rules and Procedures Committee-** Michelle Loveless - None.
- **Communications Committee- Melyssa Bailey** – None
- **Awards and Recognition Committee- Vacancy for chair.**

There is still a vacancy for a chair position. Becca sent a report that the committee decided to wait until after spring break grades are posted to apply before employees can apply for scholarships. An update will be provided at the February SAC meeting.

- **Outreach & Fundraising Committee- Vacancy for chair.**

There were 36 items donated for the silent auction for a profit of \$2,557. Special thank you to Ashley Duke for her efforts to secure donations, Kelly Stimson for helping to set up 32 Auctions and Shannon Taylor for setting up PayPal.

Gift wrapping fund raiser – After paying for wrapping paper and fees, SAC made a \$10 profit.

H. New Business:

- **Vice Chair vote for Anna Woodell** – Will postpone vote until next month.
- **Meeting recommendation**
 - **Move to bi-monthly SAC meetings**

1. **Off months the third Tuesday- will be for committee meetings**

Diana suggested for SAC meetings to be held every other month. Starting in February, committees will meet with their members and lunch will be provided. This will allow for more consistent meetings and updates to share at the SAC meetings.

Amy Jenkins motioned to approve for SAC meetings to be held every other month to allow for committees to meet during “off months”. Rhonda Cochran seconded. Motion carried.

- **Add OSU-CHS CN position to the Executive Board to begin term July 2022**

Amy Jenkins motioned to approve to create an OSU-CHS at CN executive position. Rhonda Cochran seconded. Motion carried. Amy expressed an interest. Diana suggested to Michelle Loveless to add to bylaws that a new position will be created on the Cherokee Nation campus.

I. Announcements: None

J. Adjournment at 12:19 p.m.