** Staff Advisory Council Minutes**

Staff Advisory Council will meet on

**April 18, 2023 @ 12 noon**

**Tandy Building Room 333 and via ZOOM**

*All meetings are open to the public.*

*Bring your own lunch and join us.*

1. **Call to Order:** Becca Floyd – 12:01pm
2. Announcements from University Committees:
   * **Administration** – Dr. Stroup – Budget looks like end of session – Bills for Medical Authority/Hospital will be heard within the next couple of weeks then on to the Governors desk for approval. Common education appropriated monies then for other programs. Construction is moving forward and on track
   * **Human Resources** - NA
   * **Facilities** - NA
   * **Information Technology** – Audit is taking place and will be completed within next week
   * **Wellness** – Heartwalk 4/29 come out and support
   * **Security** – NA
   * **Office of Diversity, Equity, and Inclusion** - Brenda is finishing first round of Mentorship program applications
3. **Roll Call:** Amy Jenkins – Quorum met
4. **Approval of the Minutes:** Taryn accepts; Holly 2nds
5. **Reports:**
   * Executive Board Officers’ Reports
     + **Secretary** – Amy Jenkins - none
     + **Treasurer** - Shannon Taylor - $3128.19 checking $1245.07 foundation no pending
     + **Vice President** - Vacant Seat
     + **Cherokee Nation Representative** – CJ Jenkins – excused absence
     + Committee Chairs’ Reports
     + **Awards and Recognition** – Dondie Hess – Finalizing flyers and opening applications for CE Scholarship May 1-31. Looking to include CE Staff Excellence Awards in the Christmas Party celebration.
     + **Communications** – Melyssa Bailey – Advertising for scholarships will be posted on tv’s and on Pulse 4/24 and 3/8
     + **Fundraising and Outreach** – Megan O’Neal – Requesting Exec Board approve using funds from Baxters account for Cake Cart for fundraising efforts
     + **Rules and Procedures** – Vacant Seat
6. Old business:

* Call for nominations for Vice President – President can appoint if no volunteer/nominations – Tasha voiced interest, sending information to her
* Call for nomination for Rules and Procedures – Chair – none.
* Bylaws still being updated, will be ready for vote July SAC meeting
* Sign up for a committee – Table will be set up for sign up at next mo meeting

1. New Business:

* May 5th, Clinic Staff Appreciation Day - flyers, and trays of cookies
* Baxter Trade Account for Fundraiser & Outreach – all in approval; unanimous vote
* Mathew Sproles, Proposal: Celebrating Indigenous People – Matthew not here, will table conversation until next month.
* Kelly – Can we raffle off parking spot during cake cart and use July-Dec as fundraiser? Becca to look into dates and discuss with Exec Board

1. Adjournment – 12:36pm
2. Next meeting – **May 16, 2023, at 12 noon, Tandy room 333, & via ZOOM**