



Staff Advisory Council Minutes

July 16th, 2024 @ 12 noon
Tandy Building Room 333 and via ZOOM

A. **Call to Order:** Andrew Carter @ 12:01 p.m.

B. **Announcements from University Committees:**

- **Wellness** – Not in attendance
- **Administration / Facilities** – Not in attendance
- **Human Resources** – Tina Tapanan - Depend tuition waivers are due August 16th. This is for anyone who has a child dependent taking classes at OSU Stillwater or Tulsa. These 2 campuses participate in the tuition waiver program. Please go online and do those forms if you haven't. The second announcement I have today is we've had a lot of emails asking if they can donate their leave to someone else. Instead we have created an opportunity where there is a medical leave pool that is available for all employees. If you need to take care of yourself or a dependent for an extreme illness or life-threatening illness or condition, physical or mental, you can apply to participate in this medical leave pool. You must reach out to our office, and we will help connect you with the right way to apply.
- **Information Technology – Jesse** – on July 18th, we will be pushing out a patch. This is going to go out at 6pm so if you are at your computer at this time, please do not snooze those patches or updates and we can get all our computers patched up as soon as possible. Also, we've officially started one of our PC rotations. These PC rotations are to replace university owned computers every 4 years. This ensures that performance doesn't fall below acceptable levels and stabilizes the cost/reduce overall maintenance to our computers. Normally it's about 50 computers but this year it looks like about 89. So, this will be a big rotation period. A couple of new projects are in the works. We are refreshing equipment in AV and in Founders Hall and is close to completion.
- **Security** – Not in attendance
- **Division of Access and Community Impact** – Not in attendance

C. **Roll Call:** Elisabeth England – Quorum Not Met -

D. **Approval of the Minutes:** Andrew Carter - None

E. **2023-2024 Executive Board Reports:**

- **Secretary** – Elisabeth England – Reminder to sign in when starting the meeting. Please use the sac link we provide in the beginning of the zoom or you can go to our webpage and find the link to the sign in form there. Also, we are making some transition updates with the calendar invites. I apologize for any annoying emails that will come from this but we will be resending out the calendar invites so it's under an official SAC email that will be easier to hand off to the next board members.
- **Treasurer** - Vacant –
- **Vice President** – Vacant
- **Cherokee Nation Representative** – Colton Paden – None
- **Clinic Representative** – Rachel Shepard – It's possible next month we might start the treat initiative for the clinics. For day of service stuff, we are still working on getting the marketing requests submitted. Also, trying to figure out how to order t-shirts for this event and we likely are going to need a SAC representative at each spot we are volunteering at.
- **Past President** – Miss Becca – Just a reminder of what my role will be as a Past President now. I will help guide the new board members in the processes of SAC and also that I have no vote on any future voting.

- . **President** – Andrew Carter – We have started meeting about Day of Service and how we are going to get this event put together. Also, we have some positions that need filling so if anyone is interested, please let me know.

F. 2023-2024 Committee Chairs:

- **Fundraising and Outreach Chair**, Rachel Shepherd
- **Rules and Procedures Chair**, Vacant
- **Awards and Recognition Chair**, Vacant
- **Communications Chair**, Melyssa Bailey

- o **Vote in New committee members:** none

H. Adjournment – Next meeting – August 16th, 2024, at 12 noon, Tandy room 333, & via ZOOM