

Staff Advisory Council Awards and Recognition Committee

2006-2007 Year in Review

Members: Becky McIntire – Chair; Bea Peters, Dave Ford, Katie Reim, Kim Forsythe and Nathan Moorman.

Bylaw Description

This committee shall consist of four (4) or more members of the Staff Advisory Council. The committee shall be responsible for policies and procedures related to the presentation of an annual award and recognition of Administrative/ Professional and Classified staff members of Oklahoma State University. This shall administer the nomination and selection processes and conduct the award presentations. The Awards and Recognition committee will be responsible for other awards and recognition of staff as such arise.

1. Distinguished Service Award Subcommittee – This subcommittee of the Awards and Recognition Committee shall be responsible for the selection of the Distinguished Service Award Recipients. Membership shall consist of the Vice-Chairperson of the Council. The SAC Vice-Chairperson shall serve as Chair of this subcommittee.
2. Scholarship Subcommittee – This subcommittee of the Awards and Recognition Committee shall be responsible for activities associated with the Council scholarship. Membership shall consist of the Vice-Chairperson of the Council, and any outside, non-council members the Vice-Chairperson deems reasonable. The council Vice-Chairperson shall serve as chair of this subcommittee. The duties of this subcommittee shall include but not be limited to:
 - a. Drafting scholarship application forms – the application form used shall be submitted for review and approved by the May meeting of the Council.
 - b. Advertising the scholarship – advertising of the scholarship's availability shall begin no later than July 1 of the calendar year.
 - c. Administering the scholarship award – the subcommittee shall determine eligibility criteria, confirm eligibility of the applicants, select recipients, and supervise the dispersal of monies.

ACTIVITIES

Staff Awards Day, November 2, 2006 (always first Thursday of November each year)

1. Distinguished Service Award Presentations
2. Recognition of all nominees for the DSA

3. Recognition of SAC's scholarship recipients
4. Recognition of Leadership Development Program Graduates
5. Recognition of Years of Service Pin recipients

The Awards Day took place in the Student Union Little Theatre. Administration provided funds for the cookies/punch reception; a total of \$847.50. Administration also funded the Years of Service pins; a total of \$5895.00. Service Pins and a Pistol Pete clock (ordered from Cecil's in the Student Union) were given to employees with 25, 30, 35 or more years of service and special recognition of an employee that has been employed with the University for 55 years.

The contract for Years of Service pins is with Terry Berry Co. There are three more years left on this contract. The Terry Berry Co did increase the cost of the pins due to the increase of gold.

The A&R Committee mailed the "unclaimed" pins and clocks to the individuals during a special meeting on June 4, 2007. Katie Reim did distribute the pins and clocks to outlying Ag Extension Departments.

The Little Theater has been tentatively reserved (awaiting confirmation) for the 2007 Staff Awards Day for Thursday November 1, 2007.

Staff Appreciation Day

Staff Appreciation Day was a great success this year. The weather was slightly concerning but the rain did hold off so we were able to stay with the outdoor location, although it was a bit cool. We had over 1,200 staff members in attendance and Dr. Marlene Strathe (Interim University President) spoke to the staff. Haliburton of OKC catered the meal consisting of barbeque sandwiches, baked beans, potato salad, condiments and cookies. The meal cost \$4950.00. TIAA/CREF gave a \$500 donation to help offset the cost of the picnic. The PR Committee assisted with getting the tables and chairs from the Physical Plant and also with getting vendors to participate in the event.

Fundraisers

This year the A&R committee had three fundraisers. The first one was tickets to the Orange Peel. The tickets were donated by the Orange Peel Office the total raised was \$129.00.

The second fundraiser was a booth set up at the Walk Around, the members donated baked goods to be sold, the total raised was \$136.00.

The third fundraiser was in conjunction with the Staff Appreciation Day picnic. We purchased a grill and a full bottle of propane from Lowe's at cost (\$237.00), we also had an expense (\$9.47) of purchasing tickets from the Student Union Bookstore we received a total of \$947.00 leaving \$700.53 as profit.

Funds were also raised for the “loose change” donation from SAC members at meetings. Members were simply asked to donate loose change they had in their pockets. The total raised was 171.42

The total for fundraising contributions this year was \$1136.95. The Orange Peel Fundraiser and the Grill Fundraiser donations were received by ticket sales with one ticket @ \$1.00 or six tickets @\$5.00. All donations were deposited into the SAC Scholarship Fund.