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| OUTSA MEETING: April 6, 2011  |
| Minutes |  | 5:30 PM | Room 1D18 |
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| Meeting called by | OUTSA President Mouhammad Al-Akkoumi |
| Type of meeting | OUTSA Monthly Meeting |
| Facilitator | OUTSA President Mouhammad Al-Akkoumi and OUTSA Vice President Blake Crockett |
| Note taker | Vivian Nguyen |
| Timekeeper | Vivian Nguyen |
| Attendees | Quorum Verification: 27 Eligible Voting Members Present. 16 Needed for Quorum. Verified by Electronic Sign In |
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| **Agenda topics** |
| **2 minutes** | **Approval of minutes** | **Blake crockett** |
| Discussion | Motion to approve last month’s minutes by Lindy Paul. Motion seconded.1 voting representative signed in twice for two different organizations. His vote will only count as one vote. Davendar Arora did not sign in, but his vote was counted and the numbers were adjusted |
| Conclusions | 25 approved. 0 opposed. 0 abstained. (2 voting representatives came in later) |
| Action items NONE | Person responsible | Deadline |
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| **1 minute**  | **treasurer’s report** | **alexandra steevensz** |
| Discussion | No updates on the budget.  |
| Conclusions | Please contact Alexandra Steevensz regarding questions on the budget for your specific college |
| Action items  | Person responsible | Deadline |
| Contact Alexandra Steevensz at Alexandra-Steevensz@ouhsc.edu or outsa@ouhsc.edu for questions on budget. | All Colleges | Ongoing |
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| **2 minutes** | **old business** | **Blake crockett** |
| Discussion | 1. Benches outside of the LC – Josh Davis
	1. Met with Joe Holderman earlier in the day. One bench was discussed to be placed by the main entrance of the Learning Center right to the left where the flower beds are located. There is actually irrigation in that area to water the flower beds. There is a spot to the right of the main entrance where a large flower pot is located under the overhang. This location has plenty of room to set a bench, so the flower pot will be removed and replaced with a new bench. This will also save money because OUTSA will no longer need to pay for a pad to place the bench on. Since there is enough space, two benches will be placed in that location.
	2. Joe and Josh looked at the south side of the building on either side of the stairs, but this location was not ideal. It faces the parking lot where most likely sun would reflect off the cars while you sit as well as the location being very hot in general. They walked back to the parking lot right where the side corner turns to go north up to the Learning Center, a diagonal bench could be placed facing the Disc Golf course, so that you would not have to stare at the cars in front of you. The bench will be placed in this location at the corner.
2. Picnic tables on the east side of the LC – Blake Crockett
	1. There has been discussion in regards to placing a picnic area on the side between the Learning Center and Yale. It is currently being discussed and should first be approved. OUTSA is open to suggestions if anyone can think of anything that they would like to have in that area besides picnic tables.
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| Action items  | Person responsible | Deadline |
| If you have questions or concerns regarding the potential picnic area, please contact us at OUTSA@ouhsc.edu | All interested parties  | Ongoing |
| **1 minute**  | **committee reports** | **blake crockett** |
| Discussion | Crystal Moore is the chair of the social committee who could not be in attendance. The next Happy Hour will be April 29th from 4:30-6:30pm on the basketball court, weather permitting. We should have the basketball court painted by this time. Choice of food has not yet been determined. If it does rain, we will move Happy Hour to Bill and Ruth’s Crimson Café.  |
| Action items  | Person responsible | Deadline |
| For questions or suggestions on games or what you would like to see at Happy Hour, please contact Crystal Moore at Crystal-Moore@ouhsc.edu or outsa@ouhsc.edu  | Everyone | Ongoing |
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| **27 minutes** | **Announcements** | **mouhammad al-akkoumi**  |
| Discussion |  1. OU Big Event
	1. Tulsa OU Big Event will be held this Saturday, April 9th
	2. If you have not already signed up, you may do so online through volunteer central. This is the first year that we are having students sign up online, but the process is easy and simple.
	3. Webpage shown on the projection screens.
	4. This website also shows volunteer opportunities around the nation, not just for OU Big Event. You may volunteer for anything at anytime.
	5. Note that the dates for the OU Big Event are not all April 9th. Be sure to choose one that is designated for April 9th.
	6. We will have a kick off in the Learning Center Room 145 from 9am to 10am. Breakfast will be provided and T-shirts will be passed out. A group photo will be taken before you head to your respective volunteer sites.
2. Student Union
	1. We have received the $500,000 from Founders for the Student Union
	2. Kathy Seibold – Thank you to Mouhammad and Blake because they helped Student Affairs fundraise for this project. They attended two meetings with the funders and was able to sell the student union to the funders. It is because of them that we received the money for this project. They took their time and energy to be passionate about this project and let the funders know how important this space is for the students. They also went to the Bernsen Foundation and received $100,000. We have raised a total of $950,000, where the project is estimated to cost $1.25 million. We will also present to the Schusterman Family to hopefully pick up the rest of the cost.
	3. Mouhammad Al-Akkoumi – It was a great experience to go out there as students and tell them how we really need the student union to be on campus. We are really happy to be a part of this project and have the ability to present to the sponsors. Kathy has worked very hard on this project and we want to thank her for all her hard work.
	4. Question from Blake Crockett – Does the total $950,000 raised include any money left over from the library?
	5. Kathy Seibold – This would be money from the Schusterman Family. The library has come in under budget, so the approval has gone through Dr. Clancy, we are just waiting for approval from the Schusterman Family.
	6. Mouhammad Al-Akkoumi – We are also looking at the OUTSA budget at the end of the year, so whatever money that is left over at the end of the academic year, we will assign a budget to go towards the student union as well. This issue will be discussed at the May general meeting, which will be our only order of business.
3. Exit Survey
	1. The name of this survey will potentially be changed.
	2. When we took office, we wanted to see who were the representatives from each academic unit and organization. We wanted to know who to contact, but we did not have a database for this information. We tried our best to get into contact with these departments as well as to the people who were representatives the following years. The procedure was difficult, so this year we have implemented an easier process for the transition of representatives.
	3. This form requires the name of the organization sponsored by OUTSA, contact email, faculty advisor, current officers and who are or will be the newly elected officers. If your organization has not done elections yet, it will be sufficient to give us contact information for the individual that will be taking care of this for next year.
	4. If you have any documents of the projects you have been doing on campus, we would also like to have a copy of that information. We would like to see what you have done throughout the year.
4. Representative Survey
	1. This survey is a little easier than the Exit Survey.
	2. The form requires your name, email address, academic unit you are representing, newly elected representative. If you do not know who this will be, please list contact information for a faculty or administrative member.
	3. Both the representative and exit surveys will be posted on the website in the near future. We are waiting for approval on these forms. An email will be sent once the forms are ready to be downloaded.
	4. Voting will occur at the April meeting
	5. All positions will be open
5. Faculty vs. Student Basketball Game
	1. We plan on scheduling this game sometime during the second half of April. A date has not been set because we are waiting to pain the basketball court. We will send an email out when the date has been set.
	2. The students have lost five consecutive games to the faculty members!
6. “Louder than a Bomb”
	1. This project is about local high school students from Tulsa and their expression of thoughts and ideas in the form of a poetry slam. The students will compete with one another and one winner will be named at the end of the competition.
	2. The screening of the documentary film will be at 6:30pm today, April 6th in the auditorium at the Learning Center.
	3. Everyone is encouraged to go to the Learning Center and take part in this project.
	4. Kent Martin thanks OUTSA for sponsoring part of this project. They are happy to be able to bring some of the people who started this project from Chicago.
	5. Other events related to “Louder than a Bomb” will be held:
		1. Thursday, April 7th – Dinner at the Philbrook
		2. Friday, April 8th at 8:30pm in LC
		3. Saturday, April 9th at 3pm at Circle Cinema – Session with producer and winner of the competition in Chicago (Nate Marshall)
		4. Monday, April 11th at 6pm at Circle Cinema – Documentary showing
		5. Tuesday, April 12th at 6pm at Circle Cinema – Documentary showing
7. OUTSA Elections
	1. There is at least one candidate for each position.
		1. President – 1 candidate
		2. Vice President – 2 candidates
		3. Treasurer – 1 candidate
		4. Secretary – 1 candidate
	2. Elections were done for the position of Vice President.
	3. Candidates gave a 5 minute speech regarding their qualifications for the position:
		1. Candidate #1: Vivian Nguyen
		2. Candidate # 2: James Jones
8. OUTSA Executive Council 2011-2012
	1. President – Emily Cook
	2. Vice President – Vivian Nguyen
	3. Treasurer – Kyle Cohenour
	4. Secretary – Lindy Paul
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| Conclusions | 27 representatives voted for VP for OUTSA. The newly elected Vice President is Vivian Nguyen.  |
| Action items  | Person responsible | Deadline |
| For more information regarding how to sign up for OU Big Event, please contact Nancy Volavka at Nancy-Volavka@ouhsc.eduPlease fill out an Exit Survey or Representative survey once available.If you want more information regarding “Louder than a Bomb” , including dates and times of screenings. Please contact OUTSA@ouhsc.edu.  | All interested partiesAll voting representativesAll interested parties | April 8th, 2011MayApril 12th, 2011 |

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| **4 minutes** | **discussion** | **various** |
| Discussion | Blake Crockett – There are three cards at the front of the room that will be thank you cards for Founders. Everyone is encouraged to sign the card if you are affiliated with OUTSA in any way. Mouhammad Al-Akkoumi – The next meeting will be for OUTSA representatives only. An email we be sent to all of the current representatives. The meeting will be a banquet on May 4th. The location is to be determined, but most likely Founders Hall.  |
| Conclusions | Motion to adjourn by Lindy Paul. Seconded by Jose Villalva. All in favor.  |
| Action items None | Person responsible | Deadline |

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| Observers | See attached copy of sign in sheet (printed from electronic sign in) |
| Resource persons |  |
| Special notes |  |