

**TULSA STAFF SENATE**  
**Regular Meeting**  
**November 3, 2011**  
**10:00 a.m. to 11:00 a.m.**  
**Room 3100**

Thomas Radzavich with Fidelity gave a presentation about the changes and briefly presented Fidelity's web site for OU ([fidelity.com/sooners](http://fidelity.com/sooners)). He can be reached at 205-552-8611 or [thomas.radzavich@fmr.com](mailto:thomas.radzavich@fmr.com).

Quorum confirmed.

Call to order.

I. The October and November minutes were approved. Kathleen Pittman made the motion to accept the minutes and Michelle Bickle seconded. The motion was passed.

II. **Chair's report** –

A. Benefit enrollment was encouraged.

B. Tentatively plans for the staff holiday reception are as follows: the reception will be held Thursday, December 15, 2011 in the Schusterman faculty/staff lounge. Refreshments will consist of cheese, crackers, and punch. We may have carolers this year at the reception.

Decorations for the reception will be hung on November 21 during the afternoon. It is a come and go decorating party. Come help with several Christmas trees and the staff/faculty lounge decorating.

A menorah will be purchased this year along with other decorations if needed. If a Christmas tree was not purchased last year one may be purchased this year.

III. **Treasurer's report** – the Tulsa activities account has a balance of \$3,881.48 and the Foundation account has \$5,346.95.

IV. **Secretary's report** – no report

V. **Committee Reports:**

A. Employee of the Quarter – information for the employee of the quarter will be updated on the Staff Senate web page, i.e., form, instructions, etc. A reception will be held for the November Employee of the Month, Courtney Dennis, on November 10th.

- B. TAC report – The chili cook-off raised \$550. There were approximately 130 people in attendance.

There are 36 visors left and 90 cushions.

- C. Staff Week – Staff week will be held this year the week of April 23-27, 2012. Details for Tulsa are tentative at this point. The OKC luncheon this year will be held on April 25 and our reception/luncheon will be held April 26. Hopefully the clinics will receive the information early enough to close clinics for all employees to attend the reception/luncheon. The clinics need six months in order to close for an event. It has been requested that the meal be kept around \$8 - \$10. The Committee is looking at having the reception/luncheon in the Learning Center with a piano player.

A few activities planned for staff week is root beer floats, pretzels or pretzel bites, and the book and pie fair.

A suggestion was made that a certificate be given to the 5 year attendees instead of a plaque.

Sandra Arnett will update President Clancy about the dates and activities.

- D. Membership & Policy Review – Joe Holderman was voted in as an alternate. Krista Petterson made the motion to accept Joe Holderman as an alternate for Group II and Sandra Arnett seconded the motion. The motion was passed and Joe Holderman has filled our last empty alternate spot.
- E. Marketing – The first newsletter for the Tulsa Staff Senate went out last month. Several favorable comments were made. The newsletter will be posted when information becomes available, which may be monthly during the holiday season.

Sharon Reese is working on keeping the web page up-to-date. If you know of anything that needs to be added to the newsletter, contact Sharon Reese.

**VI. Unfinished Business:**

- A. Courtyards: No progress over the past month. Brenda Treseder will update President Clancy on the progress.

**VII. New Business:**

- A. Charlotte Berryhill reported there are no trash cans outside the front doors of the Schusterman building. People are throwing their trash on the ground instead of taking it to a trash can inside.
- B. The library does not have a trash can outside either.

**VIII. Adjournment: 11:15 a.m.**

Next meeting: Thursday, December 1, 2011, 10:00 a.m. in room 3100.