



Tulsa Staff Senate Minutes
March 10, 2015

Time: 8:30AM – 9:30 AM, Meeting Location: 2C33
Quorum Confirmation (Roll Call)

Meeting Attendees: Alisa Dougless, Ashlee Taylor, Beth Sullins, Laura Kent, Jenna Tow, Barbara Holt, Blanca Gonzalez, Katlin Seagraves, Angie Childers, Ruth Neal, Josh Ramaglia, Eric McKinney, Thomas Boxley, Charlotte Berryhill, Sarah Caldwell, Amanda Boyle, Krista Pettersen, Sheryl Haynes

Meeting was called to order at 8:38 a.m. by Alisa Dougless

I. Approval Of Minutes

- a. The February 10th meeting Minutes were approved.

II. Treasurer's Report – Eric McKinney

- a. Staff Senate Treasury account balances were reported for July 2014.

Balances:	TAC HSC	\$2,690.98
	TAC Norman	\$1,050.79
	Foundation Account	<u>\$3,234.74</u>
	Total for all accounts:	\$6,976.51

III. Committee Reports:

a. Merit

- i. Quattro survey will be sent out today. Due date is 4/1/15. A reminder will be sent in two weeks.
- ii. Dr. Schumann is budgeting 6 merit awards.

b. Membership & Policy Review

- i. Met last week to finish the bylaw edits. Will turn in for next meeting.
- ii. Ashlee is taking the lead on terms and renewals. Nominations will be taken through April 1st.
- iii. Ashlee needs to know who is on our different committees.

c. Communications

- i. Photos and bios are still missing from the Tulsa Staff Senate web page.

IV. Old Business

- a. Spirit Day – Nice response. The Library won. This coming Friday is the next Spirit Day.
- b. Valentines' Day – There was a good return on the fudge project, about \$480.00
- c. OU-Tulsa items – No shirts left. Goal is to have a new shirt and another item approved. We made a considerable amount off of these items but gave a large amount to United Way.
 - i. Eric will provide a breakdown of costs/income next meeting. He will also determine what account Staff week is paid from.

V. New Business

- a. Staff Week planning meeting will be this Wednesday at 3:00.
- b. Staff Week – Recognition reception will 4/21/15 at 4:00.



i. Food trucks will be here Thursday the 23rd.

VI. Round Robin Discussion

a. People still want to buy OU Tulsa items, even if low profile. (Kaitlin)

b. Merit awards –

i. Ashlee – it is important to keep the gifts consistent from year to year. Currently we are gifting pins, certificates, and a glass paper weight.

ii. Charlotte – awards should be different for different number of years' service.

iii. We should consider sending an e-mail to a Tulsa Staff employee on their actual anniversary. Another consideration is a monthly shout out, photo, or hand written note on a service anniversary.

iv. Alisa will check to see if we can keep the awards the same as previous years.

v. OU Tulsa items – IT Cartoons may be what we use for our t-shirt.

VII. Adjournment – Meeting was adjourned at 9:28 AM.

Next Meeting will be April 14th, 8:30 AM, 2C33