



April 12, 2016

Meeting Minutes

Meeting Type: Monthly Meeting

**Attendees:**

**Staff Senate:** Beth Sullins, Sarah Caldwell, Ashlee Taylor Rempel, Blanca Gonzalez, Angie Childers, Laura Kent, Charlotte Berryhill, Brittany Cole, Shelly Fowler, Katlin Seagraves, Kristin Rodriguez, Eric McKinney, Sheryl Hayes, Teresa Welles, Alisa Dougless, Ruth Neal

**Non-Senate:** Mary Troutman

**Call to Order:** completed by Chair, Beth Sullins at 8:34am

- I. Approval of September Minutes – 8:35am
- II. Guest Speaker: Campus Campaign –Mary Isaacson
  - a. Employees are able to donate directly to Staff Senate with Campus Campaign
  - b. Idea to send out Tulsa-All email to show all possible donation accounts
- III. Treasurer’s Report – Eric McKinney
  - a. Account balances:

IV.	HSC	1,423.64
	Norman	348.84
	Foundation	<u>1,120.12</u>
	<b>Total</b>	<b>2,892.6</b>

- b. Additional campus funding will post next month
- V. Committee Reports
  - a. Merit Committee –
    - i. **VOTE – Should 15yr anniversary dates receive certificate in frame? (past years have not)**
      - 1. **No – majority Yes- 2 votes**
        - a. **15yr anniversary dates will NOT receive a frame**
      - ii. Finalizing award recipients
      - iii. Unable to use OU logo on glass plates
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    - iii. Unable to use OU logo on glass plates
  - b. Policy Review Committee
    - i. Teresa Welles now representative for Group V
    - ii. Representative needed for Group III
    - iii. Idea to create survey for employees interested in joining Staff Senate
  - c. Communications Committee
    - i. Missing pictures and bio on the website
    - ii. FB posts scheduled for every other day through May
    - iii. Error message on Staff Senate Member’s page
    - iv. Alternates are included in Staff Senate Member’s page – send in your pics and bios!
    - v. Idea to create FB events for Staff Week
  - d. Staff Week and Activities Committee



- i. Staff Week
  - 1. Katlin passed out iPad to sign up as volunteer
    - a. Google Doc also sent out in email
  - 2. Sutton cancelled for Monday event
    - a. Backup plan to move Cook Out to Monday
  - 3. Idea for multiple buffet lines for Staff Reception
  - 4. Confirm Dr. Schumann's calendar for Staff Reception
  - 5. Need to provide nonalcoholic drinks at Staff Reception
  - 6. Last year email was sent out to RSVP for Staff Reception (to receive head count)
  - 7. Volunteers needed to organize books- 1D10
  - 8. Food truck will be sent to Tisdale for Thursday event
  - 9. Volunteers needed for Dunk Tank
  - 10. Online trivia will be available for offsite employees for Friday event
  - 11. T-Shirts will be for sale
  - 12. Chant cards needed
  - 13. Leftover gift cards from Spirit Day available for prizes
- VI. New Business
  - a. Voters Registration Drive during Staff Week
- VII. Round Robin Discussion

Meeting adjourned at 9:43 am

Next meeting: Tuesday, May 10<sup>th</sup>, 2016

Location: TBD

Respectfully submitted,

Sarah Caldwell, Secretary