



December 8, 2015

Meeting Minutes

Meeting Type: Monthly Meeting

**Attendees:**

Staff Senate:

**Officers:** Beth Sullins, Eric McKinney, Brittany Cole, Sarah Caldwell, Ashlee Taylor Rempel

**Representatives:** Blanca Gonzalez, Tricia Rahal, Angie Childers, Ruth Neal, Sheryl Hayes, Jamie Lawley, Amanda Boyle, Jenna Tow, Kristin Rodriguez, Katlin Seagraves, Melissa Wilson

**Alternates:** Charlotte Berryhill, Angela Boyd

Non-Senate:

**Committee:**

**Guest:**

**Special Guest(s):** Leeland Alexander

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

- I. Approval of September Minutes – 8:35am
- II. Guest Speaker – Leeland Alexander, Associate VP for Community Advancement
  - a. History of OU Tulsa
  - b. New role involves fundraising and community engagement
- III. Treasurer’s Report – Eric McKinney
  - a. Account balances:

|              |                 |
|--------------|-----------------|
| HSC          | 2,789.95        |
| Norman       | 183.92          |
| Foundation   | <u>1,918.02</u> |
| <b>Total</b> | <b>4,891.89</b> |

- IV. Committee Reports
  - a. Merit Committee – Charlotte Berryhill
    - i. First notice for merit award nominations will be sent on December 14<sup>th</sup>.
  - b. Policy Review Committee
    - i. There is a vacancy in clinic representation
    - ii. Opening for member of the Policy Review committee
  - c. Communications Committee
    - i. International viewers on Facebook page – possibly monitor



- d. Staff Week and Activities Committee
  - i. Pop Up Shop was a success
    - 1. Vendors have requested to come back next year
    - 2. Staff vendors were capped by category—possibly increase next year
  - ii. Gift wrapping on December 15<sup>th</sup> and December 22<sup>nd</sup>
    - 1. Free delivery back to office
  - iii. Holiday Party is December 17<sup>th</sup>
    - 1. Alcohol for Qdoba
    - 2. Food from Qdoba/Whole Foods
    - 3. New location, 3<sup>rd</sup> floor staff/faculty lounge
  - iv. Making Spirit Stick as group prize for Spirit Day
  - v. Working on ideas for Valentine's Day
- V. New Business
  - a. Brittany Cole distributed updated member rosters and committee rosters
- VI. Round Robin Discussion
  - a. Staff Senate store:
    - i. Items were sold at the Pop Up Shop
    - ii. Images of new items were distributed
    - iii. Waiting on new items to be delivered
    - iv. Items will be for sale at gift wrapping events
  - b. January meeting will be held, bylaws allow for 10 meeting minimum
  - c. Speaker ideas
    - i. Safety speaker
    - ii. No speaker during months in which there's a lot of business to discuss
      - 1. No speaker for March/April because of Staff Week

Meeting adjourned at 9:34 am

Next meeting: Tuesday, February 9<sup>th</sup>, 2016

Respectfully submitted,

Sarah Caldwell, Secretary