



March 8, 2016

Meeting Minutes

Meeting Type: Monthly Meeting

Attendees:

Staff Senate: Beth Sullins, Sarah Caldwell, Ashlee Taylor Rempel, Blanca Gonzalez, Angie Childers, Laura Kent, Jenna Tow, Charlotte Berryhill, Brittany Cole, Shelly Fowler, Hillary Hamilton, Katlin Seagraves, Angela Boyd, Melissa Wilson, Eric McKinney, Sheryl Hayes

Non-Senate: Teresa Welles, Lisa Eshenour, Alyssa Peterson,

Call to Order: completed by Chair, Beth Sullins at 8:36am

- I. Approval of September Minutes – 8:40am
- II. Treasurer’s Report – Eric McKinney
 - a. Account balances:
- III.

HSC	614.69
Norman	348.84
Foundation	<u>1,115.50</u>
Total	2,079.03

- b. Eric has requested President’s Office, OU Physicians etc. annual donations
- IV. Committee Reports
 - a. Merit Committee –
 - i. Charlotte presented photos of glass ornament and plate for 20+ years of service and retirees
 - ii. Voted for retirees to receive glass plates, 20+ years of service to receive paperweight
 - iii. Need to find Staff Senate letterhead or neutral letterhead for retiree/merit award letters
 - iv. Payroll Coordinators need to confirm anniversary dates
 - b. Policy Review Committee
 - i. Thomas Boxley has resigned as representative Group V
 - ii. Shelly Fowler has become alternate for Group I
 - iii. Angela Boyd interested in representative position for Group V
 - iv. Tulsa All email to be sent out for open positions
 - c. Communications Committee
 - i. Items of interest can be submitted for Facebook posts
 - ii. Share posts for more coverage
 - iii. Missing pictures and bio on the website
 - d. Staff Week and Activities Committee
 - i. Staff Week
 - 1. Example of Staff Week poster was presented



2. T-shirt winner announcement will go out soon
 3. Donation calls are going well (thanks Teresa Welles!)
 - a. See Google Doc for donation info
 4. Possible giveaways for offsite employees
 5. Call for book donations to go out this week
 6. Chant Cards – supervisors write appreciation notes for staff
 7. Staff Reception
 - a. Whole Foods/Qdoba to cater
 8. Food Truck Carnival rainy day plan – use Student Lounge
 - a. Pies in the Face in lieu of Dunk Tank
 - i. Need volunteers
- V. New Business
- VI. Round Robin Discussion
- a. Movie Night
 - i. Should Staff Senate hold a Movie Night this year?
 - ii. Will proceeds continue to be for United Way?
 - b. Staff Reception
 - i. How to notify clinic managers so that clinic staff can attend?
 - c. Staff Senate Store
 - i. Are Store ads/emails needed?
 - ii. Featured representative using/modeling store gear
 - iii. Have items for sale during Book Sale
 - iv. Admin Professionals Day is during Staff Week – sent out reminder email for sales?
 - v. Add Staff Senate Store graphic to Spirit Week emails

Meeting adjourned at 9:40 am

Next meeting: Tuesday, April 12th, 2016

Location: 2D34

Respectfully submitted,

Sarah Caldwell, Secretary