



October 13, 2015
Meeting Minutes

Meeting Type: Monthly Meeting

Attendees:

Staff Senate:

Officers: Beth Sullins, Alisa Dougless, Eric McKinney, Brittany Cole

Representatives: Jamie Lawley, Katlin Seagraves, Sarah Caldwell, Angie Childers, Ruth Neal, Laura Kent,

Alternates: Vicki Ford, Charlotte Berryhill

Absent: Ashlee Taylor, Barbara Holt, Hillary Hamilton, Jenna Tow, Blanca Gonzalez, Amanda Boyle, Thomas Boxley, Sheryl Hayes, Crystal Duffey, Trela Click, Angela Boyd, Tricia Rahal, Kerri Jackson, Sharon Wallace, Casey Rucker, Mariann Duca, Krista Pettersen

Non-Senate:

Committee: Haley St. John, Kristin Rodriguez

Guest: Bob Farringer, Lisa Williams

Special Guest(s): Tracy Kennedy, Amanda Murphy

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

I. Approval of September Minutes – 8:38am

II. Guest Speaker – Tracy Kennedy, Assistant Vice President for Public Affairs & Strategic Planning

a. United Way is scheduled for the week of Nov. 9th

a. Activities will include a kick-off luncheon, spelling bee, guest speaker, raffle's,

b. May also purchase parking passes and jean's passes

b. Public Relations

a. Tandy Center dedication & ribbon cutting on November 3rd, 2015 at 2pm

b. Formal introduction of Dean Herman and President Schumann at reception at 3pm

c. OU is currently hosting 15 international students

III. Treasurer's Report – Eric McKinney

a. Account balances:

HSC 2093.74

Norman 370.48

Foundation 1970.08

Total 4434.30

b. Shortfall cushion presented – will be set at 25% of total funds minus the President's contribution

a. Current cushion = 1940.00

c. Requests: ladles for chili cook-off

d. Spending suggestions:

a. Save it for merit award ceremony

b. Tethered hot air balloon ride on campus

c. Fun run in spring 2016

IV. Committee Reports

a. Merit Committee – Charlotte Berryhill

Melissa Wilson has agreed to join the Merit Committee.

- b. Policy Review Committee
 - a. There is a vacancy in clinic representation
 - b. Opening for secretary of the senate
 - i. Melissa Wilson and Sarah Caldwell interested
 - c. Kristin Rodriguez interested in filling the building one vacancy
- c. Communications Committee
 - a. Facebook page launched – Angela Boyd is managing it
 - i. 96 likes and a prize drawing at 100 likes
 - b. Need volunteers to present at orientation
- d. Staff Week and Activities Committee
 - a. Plan to assign a specific person to do PR related tasks for committee
 - b. Reached out to President Schumann
 - i. Asked for parking spot and was granted one
 - ii. Need to pick physical location – cannot change
 - c. Next food truck visit includes: FourAys, Godfather
 - d. Chili cook-off begins at 11:30 on October 30th
 - i. Tickets go on sale on Monday
 - ii. Pre-buy is \$5 and at the door is \$6, extra bowl \$2
 - iii. Need volunteers
 - e. Holiday Pop-Up shops scheduled for November 30th, 2015
 - f. Jeans passes – cannot do in clinics

VI. New Business

- a. Holiday décor: storage room is packed, most in decent condition
 - a. Need to meet with Tracy Kennedy to develop campus decoration theme
 - b. Will need volunteers to help spruce up holiday décor
- b. Outreach to off-site locations
 - a. Everyone is okay with hosting the monthly meeting at Schusterman, Tisdale, Family Med.

VII. Round Robin Discussion

- c. Products for online store:
 - a. Mug – University Printing Services, 144 qty at 1.49 ea
 - b. Ornament – Halo, 200 qty at 1.65 ea
 - c. Coaster – Halo, 500 qty at .66 ea
 - d. Coaster set – University Printing Services, 25 qty at 10.50 ea
 - e. Windshield shade – Halo, 50 at 6.49 ea
 - f. Bottle – PF unlimited, 48 at 7.23 ea

Meeting adjourned at 9:55 am

Next meeting: Tuesday, December 8th, 2015

Respectfully submitted,

Brittany Cole, Administrative Coordinator