

February 8, 2022

Meeting Minutes

Meeting Type: Monthly Staff Senate Meeting

Call to Order: 8:32 am

Attendees:

- Officers: Denise Davis, Khanh Luong, Samantha Mayer, Angela Miller
- Representatives: Susie Elliott, Patty Mitchell, Jenny Shaw, Olivia Wiesner, Tyler Steele
- Ex Officio: Tandy Gourd
- Additional Attendees: Lorri Craig, Chief Walter Evans, Lindsay Mitchell, Anthony Nave, Phil Salon, Bethie Seay, Dr. Jasmine Willis-Wallace, Stephanie Zumwalt

Meeting was recorded so that representative who were unable to attend the live meeting could view the meeting and vote on the items discussed.

I. ***Approval of Minutes:** Motion to approve by Patty Mitchell and second by Tyler Steele.

II. ***Treasurer's Report:** Total ending fund balance for all accounts: \$10,773.50 - Motion to approve by Olivia Wiesner and second by Samantha Meyer.

III. **Committee Reports**

- a. Merit – Tandy Gourd gave an overview of the service and merit awards.
- b. Membership & Policy review – Report given by Samantha Mayer. She gave a tour of the Staff Senate website and pointed out where to find the Merit Award link. She also pointed out where to find the Proposed Staff Senate By-Laws. The committee is proposing a change to the representative structure which would do away with groups, segregated by building and go by who attends. She asked for everyone to review and send any feedback to her or email Tulsa Staff Senate prior to the next meeting. Angela Miller provided additional details of why they are recommending the change and stated that it mimics what the Norman campus implemented about a year ago. This would also allow more people to be involved. The Tulsa Staff Senate Constitution will be revised after the By-laws have been approved. The constitution will require Regent's approval, not just Staff Senate vote.
- c. Communications – Report given by Samantha Mayer. Communications has been running smoothly. Receiving good feedback from using MailChimp. They are focusing on common departments that serve all of us on campus, (Police Department, LiveWell, DEI) to let everyone know of the resources that are available.
- d. Staff Week and Activities –
 - a. Food Truck Friday will begin in March and they will be scheduling those for the first Friday of every month.
 - b. Staff Senate Store: still trying to move the current inventory so new items can be added. Please go and check out the store to see if there is anything you need for your office.
 - c. February: a free cookie will be available to everyone. Schusterman employees will go to Merkle Cafe and pick one up. For off campus locations, volunteers will bring cookies to your location and place them in your breakroom/kitchen areas.
 - d. March: Patty Michell is continuing to work on the scavenger hunt for March. It will be virtual, and more information will be available at the next meeting.

- e. Staff Week is April 18-22. Looking for volunteers to help coordinate activities. Monday is the cookout, Samantha Mayer will be running it for the Schusterman Center. Offsite locations have a budget to have a cookout or bring food in, but it's up to each location to organize it. A volunteer is needed for the Tuesday activity. Lindsey Mitchell will take Wednesday. It will most likely be a stress relief time with therapy dogs coloring, and crafts. Thursday is the Awards Ceremony. The Executive Committee and Merit Award Committee will cover this day. Friday – Olivia Wiesner will work with Carah Horn in coordinating a food truck/snow cones and possible activities to include games on the lawn if weather permits.

IV. Non-Committee Reports

- a. Police Advisory – Report given by Chief Evans. He stressed that the police department is here to keep the campus safe and stressed the importance of members of the community stepping up to help and take responsibility for themselves and for the safety of those in our areas. They are required by the Cleary Act to give notice, or the University will be charged a fine. If you work the late shift, working at night or weekends, use your common sense and park close to the building and don't leave your valuables in site. Also, call dispatch and have them walk you to your car. He also mentioned that the No Shave November funds that were raised were donated to purchase bus tokens for those in our community who don't have funds to purchase tokens to make it to their appointments.
- b. Diversity Initiatives – Report given by Dr. Jasmine Willis-Wallace. Book Drive will run February 1st through February 25th. The goal is to beat last year's donation of 269 books. The books will be donated to a Tulsa Public School for Pre-K through 5th grade. There is a box near Student Affairs and one in the lobby of the Schusterman Center main building. The books will be donated the last week in February so the students will have their books for March 2, Read Across America Day. Dr. Jasmine Willis-Wallace will launch a new Lunch and Learn Inclusive Conversations program to discuss DEI topics. It will be open discussion, and an opportunity to network. Each month will be a different topic. The first one will be February 17th and it will go for six months. Black History Month – Evolution of soul food in African American Culture. The movie Soul Food Junkies will be on their website that you can watch prior to the program that will be on February 24th. The first 30 people to sign up will receive a free meal at Wanda J's in Greenwood.
- c. LiveWell OU – Report given by Lindsay Mitchell. Blood Drive on Tulsa Campus will be February 15th from 9am – 2pm. If you donate blood, you can earn 200 points to log in the LiveWell portal. The Full Plate Living is an 8 week virtual course that will be on Tuesdays from 12-1. Kaylie Stogsdill submitted a Breast-Feeding Friendly Recognition application for each campus. They received a reply that the applications looked good so each campus will be recognized.

V. Employment Benefits –No report. If you have medical questions, contact Cigna. If it's not medical related contact the HR Benefits office.

VI. New Business – No new business.

VII. Adjournment - Motion by Olivia Wiesner and second by Patty Mitchell to adjourn, 9:14am.

**Voting for items motioned occurred online after the meeting. A quorum participated in the vote and the results are included with the minutes.*

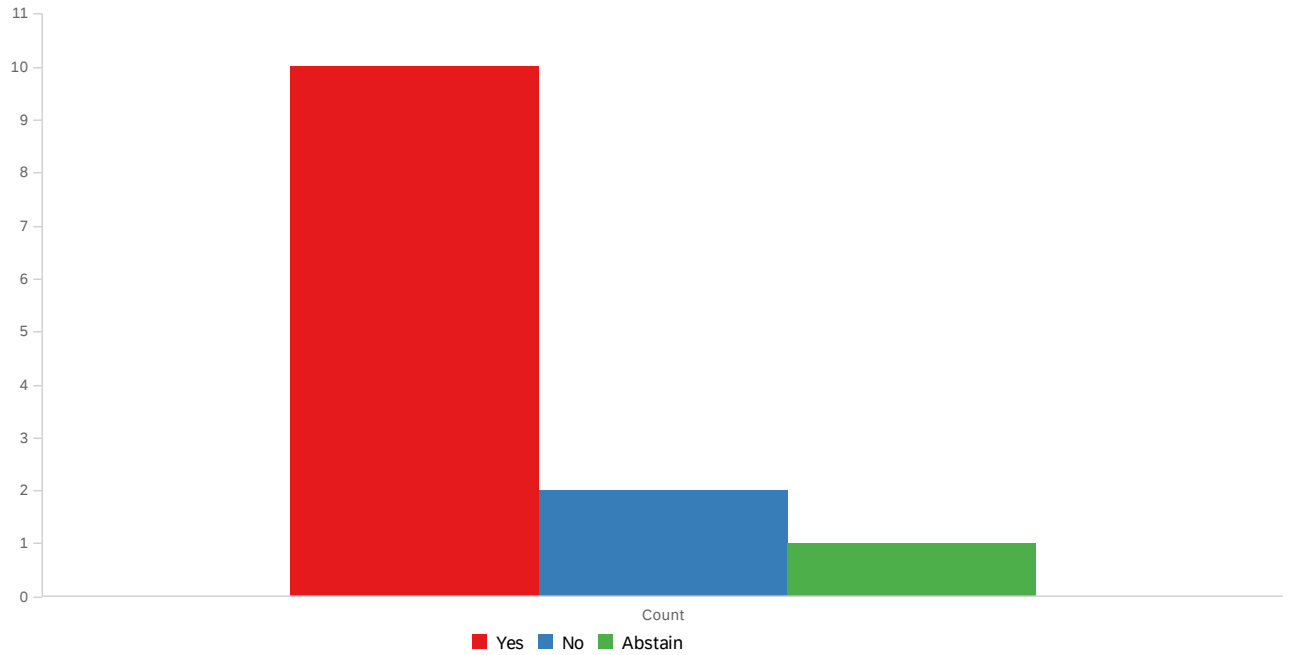
Respectfully Submitted - Denise Davis

Default Report

2.08.2022 Staff Senate Voting Ballot

February 10, 2022 6:07 PM MST

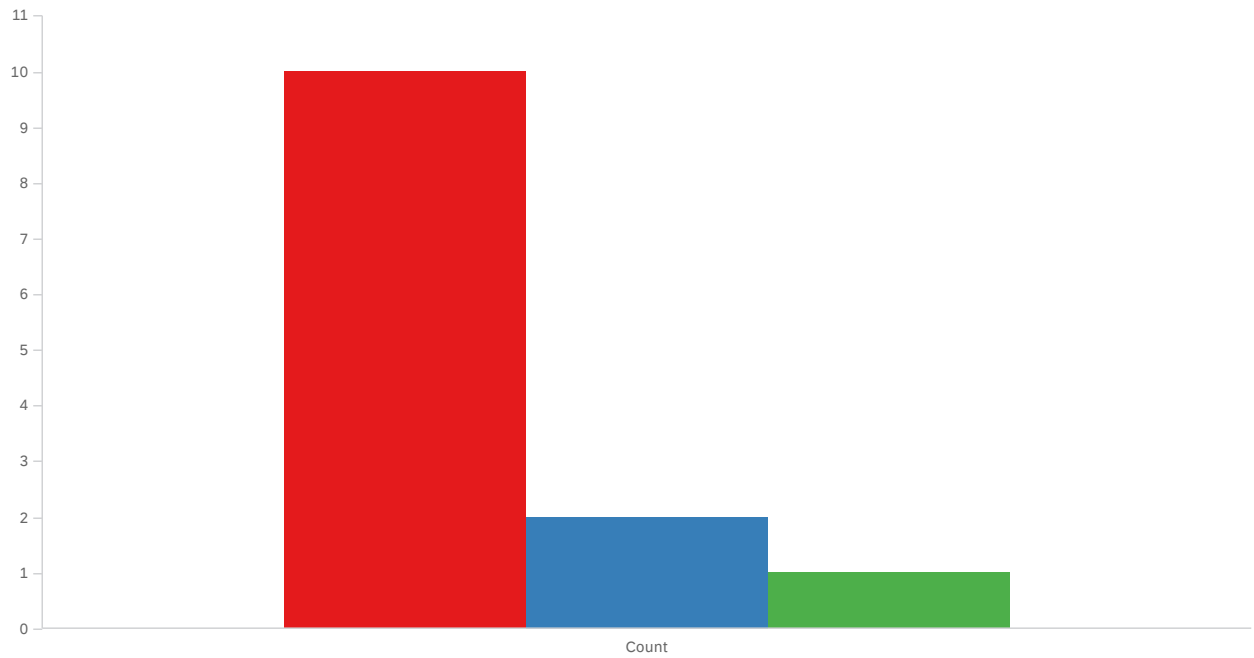
Do you approve the meeting minutes?



#	Field	Choice	Count
1	Yes	77%	10
2	No	15%	2
3	Abstain	8%	1
			13

Showing rows 1 - 4 of 4

Do you approve the Treasury report?



#	Field	Choice	Count
1	Yes	77%	10
2	No	15%	2
3	Abstain	8%	1
			13

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End of Report