**TULSA STAFF SENATE**

**Tuesday, November 2, 2010**

**Room 2C33**

**CALL TO ORDER**

**Chair Yolonda Sampson called the regular meeting of the Staff Senate to order at 10:00 a.m. in room 2C33.**

**REPRESENTATIVES, ALTERNATES, OFFICERS, AND EX-OFFICIO *PRESENT* (BY GROUP)**

**Officers** Yolonda Sampson, Brenda Treseder, Debbie Grant, Khanh Luong, Nancy Volavka

**Ex-Officio Members** Rick Koontz,

**Representatives/Alternates**

 **Group I** Kathy Briggs

 **Group II**

 **Group III** Sandra Arnett, April Melillo

 **Group IV** Jessica Rackley, Stephanie Ramos

 **Group V** Charlotte Johnson

 **Group VI**

 **GUEST(S)**  Karen Harmon

**REPRESENTATIVES, ALTERNATES, OFFICERS, AND EX-OFFICIO *ABSENT* (BY GROUP)**

**Ex-Officio Members** Barbara Abercrombie

**Officers**

**Representatives/Alternates**

 **Group I** Freida Craig, Melissa Riley, Heather Allphin

 **Group II** Joe Holderman**,** Michelle Bickle

 **Group III**

 **Group IV**

 **Group V**

 **Group VI** Linda Smith

**I. SPECIAL SPEAKER**

**II. APPROVAL OF MINUTES** Theminutes were approved for October 2010.

**III. CHAIR’S REPORT** Yolonda called the meeting to order at 10:00 a.m. in room 2C33.

There will not be a formal December meeting; instead everyone is invited to help decorate for the holidays. Meet in the faculty/staff lounge at 10:00 a.m. on Tuesday, December 7 to help decorate the guard area, staff/faculty lounge, and possibly building 3. This is a big project so everyone is encouraged to help even if it is for 30 minutes.

The holiday reception will be held Thursday, December 16 from 2:00 – 4:00 p.m. in the staff/faculty lounge. Decorating will begin at noon.

Last year the entertainment for the holiday reception donated their time. In the past we have paid $100 for entertainment. Sandra Arnett suggested contacting one of the local schools to see if their choir would be interested in singing during our holiday reception. Karen Harmon will ask her church choir director if the choir would be interested in entertaining us. Yolonda Sampson has one more contact she is waiting to hear from.

**IV. TREASURERS REPORT** $570.00 has been deposited into the Tulsa account. The foundation account remains the same at $6,142.33.

**V. CAMPUS REPORT** Rick Koontz reported on the library construction. The new library will be complete by the end of January 2011 or the beginning of February 2011. The library will move into the new space around Memorial Day so library usage will not be interrupted in the middle of a semester. Approximately 90-100 additional parking spaces will be added on the north end of the new library space.

**VI. COMMITTEE REPORTS**

**SHARED LEAVE REPORT** No report

**BENEFITS COMMITTEE** No report

**EMPLOYEE OF THE MONTH COMMITTEE** Yolonda asked if all of the plaques, from 1983-present can be displayed on the wall outside HR or just the most recent ones that match. We decided to display them together outside the new HR location.

**TULSA ACTIVITIES COMMITTEE (TAC)** Karen Harmon reported for the committee. They have been very busy organizing the Chili Cook-Off with the United Way activities for Wednesday, November 3. The hot dogs will be $2.00 each with $1.00 going to United Way and $1.00 going to TAC. Most items for the Chili cook-off have been donated.

Customized chili cook-off ceramic bowls donated by local Tulsa artist and given to the judges of the chili cook-off.

**STAFF WEEK REPORT** The committee has not met yet.

**MEMBERSHIP & POLICY REVIEW COMMITTEE REPORT**  Alternates are needed for several vacancies. Brenda Treseder sent out an e-mail, but has not received a response. Sandra Arnett did receive a response from Renee Wagenblatt about serving on Staff Senate as an alternate. At this time she wants someone else to enjoy the opportunity to serve on the Staff Senate.

**VII.** **UNFINISHED BUSINESS**

**MARKETPLACE** Brenda Treseder reported this is still in the works and may be available after the Thanksgiving holiday.

1. **NEW BUSINESS** The employee of the quarter is Janice Hefley. A reception will be held in her honor in Room 122 of the Learning Center on November 9 at 10:30 a.m. Everyone is encouraged to attend. Refreshments will be served.

**X. ANNOUNCMENTS**

**XI. ADJOURNMENT** – 10:40 a.m.

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Debbie Grant, Secretary Date Approved

OU-Tulsa Staff Senate

ONLINE:

November 2010 minutes