April 9, 2019

Meeting Minutes

Meeting Type: Monthly Staff Senate Meeting

**Call to Order:** 8:31 a.m.--Monica Burke

**Attendees:** September Boles, Angie Childers, Susie Elliott, Brittany Cole, Monica Burke, Khahn Luong, Braden Beller, Lisa Eshenour, Shelly Fowler, Mitch Braden, Juli Mize, La Deana Bolten, Jennifer Lee, President John Schumann

Quorum Confirmed: No

1. **Approval of Minutes**
   1. Motion of approval for Mar. 2019 minutes – Mitch Braden
   2. Seconded motion of approval – Susie Elliott
   3. Mar. 2019 minutes approved
2. **Treasurer’s Report: Khahn Luong**
   1. Total ending fund balance for all accounts: 12,085.74
   2. No additional updates to report.
3. **Committee Reports**
   1. Merit
      1. Laura Kent is resigning from the University. She was Chair of the Merit committee.
      2. Monica and Angie will be coordinating the Reception details on behalf of Laura Kent. Email will be sent out soon, regarding the faculty/staff awards.
   2. Membership & Policy Review
      1. Looking for new members to join Staff Senate: Staff Senate Chair-Elect, Administrative Coordinator & Online Store coordinator, and Co-Chair, SWAC
   3. Communications
      1. Nothing to report
   4. Staff Week and Activities
      1. Book Giveaway—3/27, 9 AM – 3 PM, Innovation Commons
         1. Good success. Gave away many books, and the rest were donated.
      2. Staff Week 4.22.19 – 4.26.19
         1. Kick-Off Cook-Out
            1. Mon., April 22, 11:30 am – 1:30 pm
            2. Free lunch in Stuart Square
         2. Ice-Cream Social
            1. Tues., April 23, 11:30 am – 1:30 pm, Bill & Ruth’s Cafe
            2. Members of leadership will hand out free ice-cream cups to employees. For the ice cream social on Schusterman campus, the leadership who have agreed to hand out ice cream: Dana Saliba, Avery Marshall, Pres. Schumann.
         3. Half-priced drinks
            1. Wed., April 24, All day, Bill & Ruth’s Cafe
            2. Staff Senate is going to cover the cost of drinks for anyone (Staff or Faculty) who show a Staff or Faculty ID.
         4. Reception Recognition—Wed., April 24, 4 pm – 5 pm, Founders Hall
            1. Faculty & Staff awards ceremony; refreshments provided.
            2. There are 83 total employees to recognize for the awards ceremony. There will be an email sent out, soliciting for volunteers to help at the reception.
         5. OU-Tulsa Family Reunion
            1. Thurs., April 25, 11:30 am – 1:30 pm, Stuart Square
            2. Entire goal of this event is to get departments (“families”) out to the lawn to participate for a minute. We will be taking photos of any groups (departments, friends, etc.) that join.
            3. Food truck scheduled: Kona Ice
         6. Foo Truck Friday
            1. Fri., April 26, 7:30 AM – 1:30 PM
            2. Food trucks scheduled for breakfast and lunch: “Coffee House On Your Street” and “Curbside Comfort” are the food trucks.
         7. Off-sites:
            1. All off-sites will be invited to participate in any of the above events. We will be providing each off-site with set funding ($250 for Fam Med/Bedlam/Tandy; $150 for Tisdale; $65 for Surgery) for related event and half-priced drink event.
            2. Off-sites will be given ice-cream cups for their own social and popcorn on Tuesday. Off-site reps are encouraged to come up with a schedule of events, outside of those provided, that is similar to the main campus.
         8. Brittany Cole is leaving the University; Braden Beller is the new SWAC Chair; looking for a co-chair for the committee.
   5. Marketing & Fundraising
      1. Continuing with fundraising; no new updates.
   6. Sustainability
      1. Recycling program has launched on campus
      2. Contact Shelly Fowler if any of the Murph bins are too full
         1. Right now they are emptied once a week, but Shelly can request higher frequency dependent on how fast we fill them
   7. Police Advisory
      1. Spring session under way
      2. About 12 staff/faculty/students enrolled
4. **New Business**
   1. Meeting with President Gallogly and all three OU campus Staff Senate Chairs
      1. For the first time ever, all three OU campus Staff Senate chairs met together with OU’s president on March 14, 2019.
      2. The Staff Senate Chairs met with President Gallogly and Eric Conrad, Vice-President of Operations and Chief Operating Officer, and spoke with Jacquelyn Wolf, Chief Human Resources Officer.
         1. Monica Burke, Tulsa
         2. Justin Daniels, Norman
         3. Marty Walton, Health Sciences Center
      3. An email was sent out, inviting staff to submit questions or concerns to be presented at the meeting. Purchasing and salary hiring freeze questions were asked.
      4. President Gallogly is looking into changing some of the purchasing policies (i.e. caps of amount on purchase orders, etc.).
      5. President Gallogly would also like to start giving raises again; he is interested more in merit raises than cost-of-living increases.
      6. Leadership has requested invites to all OU campuses staff week activities, to possibly attend some. Eric Conrad has agreed to attend the OU-Tulsa reception.
      7. They would like to see continuity on all three campus, starting with insurance options. They are finalizing an insurance plan by the end of the year. Jacquelyn Wolf of HR will also present a plan to the Board of Regents in May, regarding salary freezes. They are also creating organizational charts and updated job descriptions for departments and positions.
      8. President Schumann added that benefits will be uniform across OU, OU-Tulsa, and OUHSC systems. Everyone will be on the same benefit plan. The tier levels for the insurance will be changed as well, but that will be decided along with the insurance plan. When we get on the same benefits plan, we will get on the same tier schedule as well.
5. **Round Robin Discussion** – N/A
6. **Adjournment** – 9:05am

Respectfully Submitted – September Boles, Secretary