

August 14, 2018
Meeting Minutes
Meeting Type: Regular

**Attendees:**
Angie Childers, Khanh Luong, Jennifer Lee, September Boles, Carrie Harrison, Juli Mize, Ann Nelson, Shelley Fowler, Mitch Braden, Hanna Lee, Catlin Cundiff, Brittnee Powell, Vicki Ford, Susie Elliott, Monica Burke, Michelle Nunn, Heather McIntosh, Kerri Thomas, Zachary Crislip, Lee Lawson, Teresa Lass, Lorri Craig, Brittany Cole

**Call to Order:** Completed by Monica Burke at 8:30 am

Quorum confirmed

1. **Schusterque 2018: Lee Lawson, OU-Tulsa Student Affairs**
	1. Save the date for Schusterque 2018, celebrating the inauguration of President Jim Gallogly!
	2. Join us on Monday, August 20th at 5:30pm on the South Lawn for free food, a live band, inflatables, and more! As always, Schusterque is open to all students, faculty, staff, and their immediate families!
	3. OU-Tulsa Student Affairs is requesting $1000.00 annual contribution from the OU-Tulsa Staff Senate to help fund Schusterque.
	4. **MOTION**: Motion to approve $1000.00 annual contribution to OU-Tulsa Student Affairs for Schusterque 2018: Angie Childers
	Second the motion: Brittany Cole
	All in Favor to approve; motion passed
2. **Approval of Minutes**
	1. **MOTION**: Motion to approve July 17, 2018 Staff Senate Minutes—Vicki Ford
	Second the motion: Hanna Lee
	All in Favor to approve; motion passed
3. **Treasurer’s Report: Khanh Luong**
	1. Current balance: $7,160.84
4. **Committee Reports**
	1. There are plenty spots open for Staff Senate committees. If you would like to join a committee, please contact Monica Burke. Individuals do not need to be on Staff Senate to participate in a committee.
	2. Merit
		1. Nothing to report on this committee.
	3. Membership & Policy Review
		1. Nothing to report on this committee.
	4. Communications
		1. Khanh reports that she has requested that Staff Senate website be updated.
		2. Member names will need to be updated on the site.
	5. Staff Week and Activities
		1. Sooner Heart Craft Fair-- Tues., 8/14, 11 AM – 1 PM, SAC Innovation Commons
		2. Small look and feel as the Holiday Pop-Up Shops
		3. For next year, Craft Fair will be moved to July to coordinate with An Affair of the Heart, which is every July at the Expo Square in Tulsa.
		4. Staff Week and Activities Committee needs a few more members. If interested or if you know other individuals who are interested, please contact Brittany Cole.
	6. Marketing and Fundraising
		1. Committee is looking at selling the holiday tree ornaments for this year.
	7. Police Advisory Council
		1. There will not be a fall police academy this year. The next time it will be offered is Spring 2019.
	8. Sustainability Committee
		1. Office Supply Recycling Room—Schusterman Main Academic Building, 2nd Floor in the E Hallway.
		2. Please take any office supplies not in use to the recycle room.
5. **New Business**
	1. Staff Senate meeting days/times—results from survey
		1. It is determined that meetings will be kept on the same days and times—1st Tuesday of each month at 8:30 AM
		2. Two meetings will be at offsite locations—October meeting will be at Family Medicine. After the first of the year, we will meet at Tisdale clinic. We will work on having a meeting at Schusterman Clinic as well.
		3. Staff Senate Group picture and individual committee pictures were taken.
		4. 2018 Holiday Party is scheduled—December 18, 2018
6. **Round Robin discussion**
	1. Next Meeting: Tuesday, September 11, 2018
7. **Adjournment**—8:53 PM

Respectfully Submitted,

September Boles, Secretary