

November 12, 2024

Meeting Minutes

**Meeting Type:** Monthly Staff Senate Meeting (ZOOM)

**Call to Order:** 9:00am

**Attendees:**

* **Officers:** Paul Mihos, Olivia Honas, Khanh Long
* **Senators:** Patty Pearsall, Dianne Estes, Kari Earnest
* **Ex-Officio:** Beth Sullins, Tammy Robbins
* **Additional Attendees:** Amanda Scott, Angela Heiny, Angela King, Anissa Allen, April Schweikhard, Bethie Say, Darla Vann, Don Eberly, Dora Mensah, Walter Evans, Gabrielle Burd, Cierra Gleason, Heather Allphin, Kodi Yorman, Lindsay Risley, Lorri Craig, Chelsea Luck, Patrick McClain, Steward Brower, Tricia Cook, Tricia Hindley
* **Guest Speakers:** Kathy Agnew

Kathy Agnew –

* CY24 Performance Evaluation Launch –

There will be communications and town halls, giving instructions on the upcoming performance evaluation process.

A change to this process includes a separation in the performance score and merit tier assignment. The performance score will now be on a 10-point scale and the calibration process will place employees in either Tier 3, 2, or 1. Based on the number of employees in that group, 10% will be allowed at Tier 3, and 25% will be allowed at Tier 2, and the remaining eligible employees will fall into Tier 1.

University competencies will be scored on a Likert scale. For each score 1-10, there will be descriptors to assist with ratings.

1. **\*Approval of Minutes:** Motion to approve- Patty Pearsall, Second- Diane Estes
2. **\*Treasurer Report:** Motion to approve- Diane Estes, Second- Patty Pearsall
3. **Non-Committee Reports** 
   1. Police Safety with Chief Walt Evans – Scheduled test events will be taking place to test business continuity.
   2. Employee Benefits Council – No Updates
   3. LiveWell with Linday Risley – The LiveWell [OU Annual Assessment](https://ousurvey.qualtrics.com/jfe/form/SV_9MLvDn5oUlIpoYS) will be available through the month of November. This assessment asks for feedback for the program. Starting November 1st, the [Weight Watchers](https://www.weightwatchers.com/us/ou) subsidy will increase from 50% to 75%. November 30th will be the end of the OU LiveWell portal’s program year.
   4. Schusterman Library with Stewart Brower –

The [Scholar Squad Research Spotlight: Oklahoma Housing Needs Assessment](https://ou-tulsa.libcal.com/event/13176240) (in-person) will take place today, November 12th, from 12-1pm.

The [2024 Janet Minnerath Teddy Bear Tree Celebration](https://ou-tulsa.libcal.com/event/13280594) will be on December 3rd from 4:30 – 6pm at the OU-Tulsa Library. Kindly bring a new stuffed animal, toy, or blanket as a donation to Tulsa’s Child Advocacy Network (CAN). The last day to bring in teddy bears will be sometime in early January.

[The Osher Lifelong Learning Institute (OLLI)](https://ou.edu/pacs/olli) will offer courses at OU-Tulsa this spring. This institute is dedicated to promoting lifelong learning and personal growth of older adults, age 50+, through a variety of noncredit courses.

1. **Committee Reports:** 
   1. Communications – Please send any items for the Staff Senate Newsletter to Kari Earnest by 4pm on Fridays to be sent out the following Tuesday.
   2. Fundraising & Store – Samantha has been monitoring sales and fulfilling requests. Winter clothing pre-sales are coming soon!
   3. Membership & Policy Review – Anissa Allen and Lauren Deerdoff have been approved to join the OU-Tulsa Staff Senate. The constitution and bylaws that were approved last session are currently with OU Legal. More information will be provided as it is received.
   4. Merit Award – Co-chairs will be Paul Mihos & Dianne Estes
   5. Staff Activities –
      1. Food Trucks will continue once per month on Wednesdays. We are still looking for a new food truck coordinator to start January 2025.
      2. Calendar of Events –
         1. December 5th – Winter Event from 4-6pm
         2. December 11th – Winter Craft Fair from 11am – 4pm
         3. February 14th – Valentine’s Day Sweet-heart Desserts
         4. March 1st – OU-Tulsa Oiler Night
         5. March 17th – St. Patrick’s Day “Leprechaun” Scavenger Hunt
         6. April 7th – Staff Appreciation Meal (Kick-off to Staff Week)
         7. April 9th – Sugar Llamas Donuts
         8. April 10th – Awards Ceremony & Staff Appreciation Lunch
2. **Round Robin –** N/A
3. **Adjournment –** Motion to approve- Diane Estes, Second- Patty Pearsall

\*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 by

Olivia Honas, Secretary & Administrative Coordinator, OU-Tulsa Staff Senate