

October 8, 2024

Meeting Minutes

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

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

**Attendees:**

* **Officers:** Paul Mihos, Olivia Honas, Khahn Long, Angela Miller, Samantha Powers
* **Senators:** Jenny Shaw, Phil Salon, Jeremy Moss, Kari Ernest, Denise Davis
* **Ex-Officio:** LaDeana Bolton, Tammy Robbins, Beth Sullins
* **Additional Attendees:** Amanda Scott, Ambrianna Freeze, Angela Heiny, April Schweikhard, Jana Bauman, Bethie Seay, Cara Kelly, David Taylor, Don Eberly, Dora Mensah, Drew Freeman, Walter Evans, Gabrielle Burd, Grant Jones, Joshua Majed, Karen Childress, Katie Norris, Kodi Yorman, Krista Pettersen, Carol Kuplicki, Lorri Craig, Chelsea Luck, Lousie Mathew, Monica Burke, Nick Nicola, Steward Brower, Tarah Hayes, Tricia Cook
* **Guest Speakers:** Dana Saliba

Dana Saliba – Director, Information Technology

* Dana spoke on Cybersecurity Awareness Month, types of cyber-attacks, and how you can do your part to protect our network as well as your own personal cyber network. More info will be coming from IT throughout the month. You should have received an email to complete your online cybersecurity course through KnowBe4.
1. **Non-Committee Reports**
	1. Police Safety with Chief Walt Evans – OU is currently in the process of updating the OU-Tulsa Emergency Response Plan. Appendix B, pages 32-34, lists all area coordinators – these people are a critical piece in making sure everyone is accounted for. We ask that if you are an area coordinator and you leave an area, or if you are a manager and your coordinator is leaving, please notify OUPD so the plan can be updated.
	2. Schusterman Library with April Schweikhard – The upcoming Scholar Squads will be on October 8th and November 12th from 12:00 – 1:00pm in the Library Conference Room. The Zine Workshop will be on October 23rd from 11:00am – 1:00pm in the Library Conference Room. The Library Conference Room is now available to reserve at <library.tulsa.ou.edu>, and it holds up to 18 people.
2. **Poll Results Reviewed:** These polls were voted on prior to the September Staff Senate Meeting by Staff Senate members
3. **\*Approval of Minutes:** Motion to approve- Phil Salon, Second- Jenny Shaw
4. **\*Treasurer Report:** Motion to approve- Phil Salon, Second- Olivia Honas
5. **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.
	3. Membership & Policy Review – Anissa Allen (2024/25) & Lauren Deerdoff (2024/25) have gone through the committee process and are up for nomination.
		1. \*Motion for Anissa Allen: Jenny Shaw, Second – Phil Salon
		2. \*Motion for Lauren Deerdoff: Jenny Shaw, Second – Phil Salon
	4. Merit Award – Met and discussed merit awards and early preparedness for the next event.
	5. Staff Activities – Food trucks will be continuing. We are looking for a new food truck coordinator.
		1. Calendar of Events –
			1. October 13th – Tulsa Pride Parade
			2. October 31st – Chili Cook-Off & Costume/Door Decorating Contests
			3. December 5th – Winter Event
			4. February 14th – Valentine’s Day Sweet-heart Desserts
			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
	6. New Business – Expenditure Items for Staff Senate Approval
		1. Pride Parade (October) requests up to $300 for a new banner. The current banner does not meet OU’s marketing criteria and cannot be used.
			1. \*Motion to approve: Phil Salon, Second – Jenny Shaw
6. **Adjournment –** Motion to approve- Olivia Honas, Second- Phil Salon

\*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