December 8, 2015

Meeting Minutes

Meeting Type: Monthly Meeting

Attendees:

Staff Senate:

**Officers:** Beth Sullins, Eric McKinney, Brittany Cole, Sarah Caldwell, Ashlee Taylor Rempel

**Representatives:** Blanca Gonzalez, Tricia Rahal, Angie Childers, Ruth Neal, Sheryl Hayes, Jamie Lawley, Amanda Boyle, Jenna Tow, Kristin Rodriguez, Katlin Seagraves, Melissa Wilson

**Alternates:** Charlotte Berryhill, Angela Boyd

Non-Senate:

**Committee:**

**Guest:**

**Special Guest(s):** Leeland Alexander

**Call to Order:** completed by Chair, Beth Sullins at 8:34am

I. Approval of September Minutes – 8:35am
II. Guest Speaker – Leeland Alexander, Associate VP for Community Advancement
   a. History of OU Tulsa
   b. New role involves fundraising and community engagement
III. Treasurer’s Report – Eric McKinney
   a. Account balances:

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<tr>
<th>Account</th>
<th>Balance</th>
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<tr>
<td>HSC</td>
<td>2,789.95</td>
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<tr>
<td>Norman</td>
<td>183.92</td>
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<tr>
<td>Foundation</td>
<td>1,918.02</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>4,891.89</strong></td>
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IV. Committee Reports
   a. Merit Committee – Charlotte Berryhill
      i. First notice for merit award nominations will be sent on December 14th.
   b. Policy Review Committee
      i. There is a vacancy in clinic representation
      ii. Opening for member of the Policy Review Committee
   c. Communications Committee
      i. International viewers on Facebook page – possibly monitor
d. Staff Week and Activities Committee
   i. Pop Up Shop was a success
      1. Vendors have requested to come back next year
      2. Staff vendors were capped by category—possibly increase next year
   ii. Gift wrapping on December 15th and December 22nd
       1. Free delivery back to office
   iii. Holiday Party is December 17th
       1. Alcohol for Qdoba
       2. Food from Qdoba/Whole Foods
       3. New location, 3rd floor staff/faculty lounge
   iv. Making Spirit Stick as group prize for Spirit Day
   v. Working on ideas for Valentine’s Day

V. New Business
   a. Brittany Cole distributed updated member rosters and committee rosters

VI. Round Robin Discussion
   a. Staff Senate store:
      i. Items were sold at the Pop Up Shop
      ii. Images of new items were distributed
      iii. Waiting on new items to be delivered
      iv. Items will be for sale at gift wrapping events
   b. January meeting will be held, bylaws allow for 10 meeting minimum
   c. Speaker ideas
      i. Safety speaker
      ii. No speaker during months in which there’s a lot of business to discuss
         1. No speaker for March/April because of Staff Week

Meeting adjourned at 9:34 am

Next meeting: Tuesday, February 9th, 2016

Respectfully submitted,

Sarah Caldwell, Secretary