

**THE UNIVERSITY OF OKLAHOMA HEALTH SCIENCES CENTER
STAFF SENATE
October 4, 2001**

CALL TO ORDER

Chair Debbie Harding called the regular meeting of the Staff Senate to order at 10:10 a.m. in the Bird Library Auditorium.

REPRESENTATIVES, ALTERNATES, OFFICERS, AND EX-OFFICIO PRESENT (BY GROUP):

Ex-Officio Members: Gerry Moore, Connie Gould

Provost's Designees: Linda Womack, Barbara Sappenfield

Officers: Debbie Harding, Mary Baisch, Barbara Grayson, Anna Nebgen

Guests Present: Karan Glickman

Representatives/Alternates:

Group I: Linda Vincent

Group II: Karen Rucker, Lou Ann Copeland

Group III: Roman Goate, Joyce Johnson, Lana Wrenn, Angie Ridings

Group IV: Barbara Lynch, Michelle Jacob

Group V: Brenda Gentry, Barbara Grayson, Shirley Menefee

Group VI: Rita Hains, Keli Martin, Yolonda Sampson, Jeanne Heath

Group VII: Pat Vinson, Ann Castleman, Augustine Miller

Group VIII: Margie Miller, Marjorie Lambert

Group IX: Mary Baisch, LaVonne Glover, Alice Reed

Group X: Debbie Young, Karolyn Ruffin

Group XI: Janet Finney, Billie Acree

Group XII: Sherry Frame, Lori Kupp

REPRESENTATIVES, ALTERNATES, OFFICERS, AND EX-OFFICIO ABSENT (BY GROUP):

Ex-Officio Members: Peggy Brown

Officers: Ellen Ware

Representatives/Alternates:

Group I: Al Jones, Kenneth Myers

Group II: David Dembinski

Group III: Eloy Candelaria, Leslie Ann Law

Group IV: None

Group V: None

Group VI: None

Group VII: None

Group VIII: Lucy Brewer

Group IX: None

Group X: Angela Grant

Group XI: Alberta Yadack, Barbara Burke, Lori Nicholson, Holly Stokes

Group XII: Amey Rice

I. NEW BUSINESS:

Chair Harding introduced New Business at this time, which was listed as Item X on the agenda. Due to the use of equipment for their presentation, the Chair asked that Angie Ridings and Fred Daniel present information on changes in the retirement plan. A handout entitled "University of Oklahoma Retirement Program Update" was given to Staff Senate members present. First, Fred discussed the defined contribution plan. This part of the presentation mainly dealt with faculty. In the last part of his presentation Fred discussed changes in the retirement plan. Both plans will be put on the web.

Next, Executive Director Jerry Appleby of *Reaching Our City* spoke to the Staff Senate regarding their Christmas Toy Campaign. The group mainly targets indigent areas in the Bethany community. *Reaching Our City* offers many services, which include after school

daycare, and a medical clinic. Mr. Appleby stated they will host a party on December 14th for 300 children and their families, which will consist of a sit down meal and toys included with wrapping paper. They are targeting children from ages birth to twelve years. He requested that Staff Senate consider supporting this endeavor by purchasing a toy they would collect one week before the event. He suggested random toys be purchased and their committee would assign the toy(s) to the appropriate age child. Also, cash donations could be made. Any donations are tax deductible (501 (c)3 Organization). Linda Womack will be responsible for coordination of pick-up and delivery of toys to the organization. A motion from the floor to support and participate in this project was made by Barbara Lynch. Marjorie Lambert seconded the motion. Motion carried.

II. SPECIAL SPEAKER: HOLLY HENSON, SENIOR CAMPAIGN ASSOCIATE, UNITED WAY OF METRO OKLAHOMA CITY

Following New Business being presented as Item I, special speaker Holly Henson of United Way was introduced. She reported that United Way is currently supporting 67 local agencies, and the goal this year is \$15 million. Ms. Henson reported that United Way had helped 500,000 people last year through these agencies. She stated that approximately \$600,000 was lost from Lucent. She also stated that the September 11 terrorist attack has caused great concern for United Way. Hertz lost 60% of their reservations due to the tragedy. Ms. Henson reported that United Way added four new agencies last year and they continually search for those in need of assistance. Its mission is to meet community needs with limited resources. United Way needs every penny that they can receive. Ms. Henson encouraged the Staff Senate to read the brochure that is available. Next, she showed a video regarding United Way. She assured the group that United Way has a variety of volunteers on panels whose responsibility includes overseeing the money is being spent correctly.

III. SPECIAL BUSINESS

Special business was listed on the agenda as Item VIII. Karan Glickman gave the Policy Review Committee report. Pursuant to the Operating Procedures, a proposal from the Policy Review Committee was distributed in writing ten calendar days before the September 6, 2001 meeting during which the following proposal was considered and will be voted upon today:

Propose that the *HSC Staff Senate Operating Procedures, Representatives and Alternates*, Section 1, Group VI, be amended as follows:

~~Group VI — Health Sciences Center, Tulsa Campus~~
Group VIa Schusterman Campus
Group VIb OU Other: (Family Medicine, Ob/Gyn at Hillcrest, Surgery at St. John's)
Group VIc Clinics on Sheridan

A motion from the floor to support this proposal was made by Margie Miller. Ann Castleman seconded the motion. Motion carried. Chair Harding stated that a special election would be held to satisfy this need.

IV. UNFINISHED BUSINESS

Next, Unfinished Business was presented, moved up from Item IX. Michael Scaperlanda was not present today but he sent a report regarding re-accreditation to Chair Harding and she presented it to Staff Senate. The report stated that the site evaluation team will be at OU from October 29-31. It will be centered in Norman with some team members visiting HSC and Tulsa. The chair of the team is Dr. Marie Draper Dykes, Associate Provost for Academic Programs at Wayne State. She is a nurse. Other health related professions represented on the team include Dr. Anthony Barbato, President and CEO of Loyola University Health System and Dr. Dolores Schroeder, Associate Professor of Anatomy at Indiana State University. Mr. Scaperlanda is working on the schedule for the visit with Dr. Draper Dykes. This schedule will most likely include a session where one or more of the team members will meet with the staff, Staff Senate or Staff Senate Executive Committee. Michael will let us know as the schedule takes shape.

Chair Harding stated that the self-study report is complete and will be available at <http://www.ou.edu/ncaselfstudy/>. Chair Harding shared a “thank you” from Michael to all who provided comments and/or suggestions. They were very helpful. He asked that we call or e-mail him if there is anything else that we need or if we have questions.

V. APPROVAL OF MINUTES OF SEPTEMBER 6, 2001

Originally listed as Item II on the agenda, Chair Harding asked for any corrections to the minutes of the September 6th meeting. A correction by Linda Womack was noted and will be changed. A motion from the floor to accept the minutes was made by Margie Miller. Roman Goate seconded the motion. Motion carried.

VI. CHAIR'S REPORT

Chair Harding then introduced the Chair's Report which was originally listed on the agenda as Item III. She thanked Staff Senate members who were able to attend the tour of the College of Pharmacy Museum following last month's meeting. She stated that she finds it interesting to see and learn more about the Health Sciences Center and its various components.

Next, she reported on the history of the flag pins that had been distributed to staff. Originally, it was suggested that the Senate purchase “steel” colored ribbon to show our patriotism with reference to President Bush's comment that terrorists can destroy buildings of steel but never the steel Americans are made of. We were unable to locate an adequate supply of ribbon and red, white, and blue ribbon became scarce as well. Jeana Sorrells and Mary Baisch were able to locate the flag pins, which came from New York. Chair Harding stated that she had personally received many e-mails from staff stating their appreciation of receiving the pins. As a courtesy, Staff Senate has ordered pins for faculty as well. A total of 3,451 pins were needed for HSC Staff.

Chair Harding reported that Jeana Sorrells had come up with the idea of recognizing Staff Senate members on their birthday. She has requested that we give our birth date but not year. Everyone will receive a friendly birthday e-mail greeting on his/her birthday.

Next, the Chair reminded everyone that the November 1st meeting will be held in Tulsa with videoconferencing to the OKC campus. OU-Tulsa's new President, Ken Levit and Leeland Alexander will be the special speakers and a tour of the campus will follow the meeting. Lunch will be provided to those attending. Chair Harding asked that we let Jeana know if we need transportation.

Next, the Chair stated that we are working on finalizing plans to hold the March meeting in Okmulgee at the George Nigh Rehabilitation Institute. She asked that everyone make a note on his or her calendar to attend this meeting.

VII. TREASURER'S REPORT

Moved from Item IV, the Treasurer's Report given next. Expenses for August were \$68.47 for Cupid Express late payment from last year. The ending balance for August is \$3,007.77. A motion from the floor to accept the Treasurer's Report for August was made by Linda Vincent. Ann Castleman seconded the motion. Motion carried.

VIII. TULSA CAMPUS REPORT

Originally listed as Item V on the agenda, Chair Harding asked for the Tulsa Campus report at this time. Yolonda Sampson gave the Tulsa campus report. On September 6, Schusterman Center had an Ice Cream Social which consisted of root beer floats. Tulsa Staff Senate received numerous comments from employees letting them know how much they appreciated this treat. The ice cream and root beer were donated. The Senate ran out of ice cream and root beer at the secondary location so a purchase just under \$25 was made for more ice cream and root beer.

Next, Yolanda reported that the Tulsa Campus' United Way Campaign is coming up on October 31 and it is really called the Campus Halloween Festival. Yolanda also reported the silent auction of baskets has become the highlight of the United Way fundraiser. The baskets are different themes and are quite cleverly put together. Each year the baskets become more elaborate. Tulsa also has contests which include: costumes, bingo, cake walk, spook walk and dart game. Lunch is also provided at a reasonable price. The menu usually consists of pizza, drinks and dessert. Candy bags are sold for \$1.00. Last year the goal was \$40,000 and \$45,000 was raised. This year the goal is \$46,000.

Yolonda reported that Schusterman Center will have a formal dedication and ribbon cutting on November 4 at 2:00 p.m. The ribbon cutting will follow with a reception, open house and tours. Everyone is invited. Watch for at least one more announcement as November 4 approaches.

IX. GEORGE NIGH CAMPUS REPORT

The George Nigh Campus report was given next, being moved from Item VI. Lori Kupp reported that George Nigh Rehabilitation Center (GNRC) is planning to mark October 19 as OU Spirit Day. Staff will dress in OU attire and the Staff Senate will furnish popcorn during the afternoon to fellow employees.

Lori also reported that employees will be volunteering and donating their time on Saturday, October 20, from 8 a.m. to 12 p.m. for a clean up of the Okmulgee Campus. Pizza will be provided for workers.

The EAC breakfast fundraiser will be held Friday, October 12, 2001.

GNRC held a Discovery Toys Sale on October 3, 2001. The free toy value will be used for the Pediatric Department. Also, GNRC Volunteers will hold a jewelry sale on October 31, 2001. Proceeds will go toward patient needs and the purchase of rehabilitation equipment.

Staff Senate sold "United We Stand" pins made by Anchor Casting to staff members for 100% of the \$245 contribution to go to families of the victims of the New York and Washington, D.C. tragedy. GNRC EAC also donated \$580 to the cause.

GNRC was represented at both the Tulsa and the OKC "Race for the Cure" in September. Kerri Key was on the OU-Tulsa Team for the 5K run and Sherry Frame was on the OU-OKC Team for the one mile run/walk.

X. COMMITTEE REPORTS

A. Committee On Committees:

Mary Baisch gave the Committee on Committees report. She stated that on the Employee of the Month Committee, Marcia Bennett who is Associate Vice President, resigned due to her workload and not enough time to adequately commit to the tasks involved. Marcia served on the committee as an Administrative Officer. The Committee on Committees is currently in the process of finding a replacement.

In Group III, Jason Colvin resigned from the University, leaving an opening for an alternate in that group. After reviewing the results from the ballots, it was found that there were no runners up. It was recommended to the committee that Angie Ridings replace Jason Colvin for the remainder of his term. Angie happily accepted and the committee recommends her to the position. A motion was made by Angie Ridings to accept this report and it was seconded by Ann Castleman. Motion carried.

B. Employee Of The Month

Jean Sorrells gave the Employee of the Month Report in Jeanor Taylor's absence. The Employee of the Month for October is Pat Vinson, Staff Assistant, Department of Communication Science and Disorder in the Keys Speech and Hearing Building. Her reception will be announced at a later date. Michelle Jacob was Employee of the Month for September. Her reception is scheduled for Wednesday, October 10, 2001 from 2 p.m. until 4 p.m. in the College of Nursing Building lobby area.

C. Special Projects Committee

Roman Goate gave the report for the Special Projects Committee. He reported that the Wacky Games water sale was successful. Seventy-one bottles of water was sold at \$1 each, for a total of \$71. Recommendations were made that we have more bottles for sale next year if it can be reasonably accommodated.

Roman reported that the Ice Cream Social was a success. Total servings were 1,728. Two hundred eighty-eight more should be served next year to include staff at Children’s Hospital and staff in the Dermatology building. Recommendations will come at the next meeting.

Next, Roman reported that the Halloween Bake Sale is scheduled for October 31, 2001. The Craft Fair is scheduled for November 29, 2001, the Harvest Food drive is scheduled for November 2001 and the Christmas Holiday Party is scheduled for November 30, 2001. The next meeting for the Special Projects Committee is scheduled for October 9 at 10:00 a.m.

XI. ANNOUNCEMENTS:

Staff Senate members received many comments of appreciation for the flag pins.

Linda Womack has brochures from Reaching Our City Organization.

The next Staff Senate meeting will be November 1 at 10:00 a.m. in Tulsa.

XII. ADJOURNMENT

A motion was made by Marjorie Lambert to adjourn the meeting and it was seconded by Linda Vincent. The meeting was adjourned at 11:40 a.m.

Barbara Grayson, Secretary
OUHSC Staff Senate

Date Approved

Handouts: September 6, 2001 Minutes
October 4, 2001 Agenda
Treasurer’s Report for August, 2001
University of Oklahoma Retirement Program Update