

THE UNIVERSITY OF OKLAHOMA HEALTH SCIENCES CENTER
College of Nursing Building
STAFF SENATE
Thursday, April 4 2002

CALL TO ORDER

In the absence of Chair Debbie Harding, Past Chair Ellen Ware called the regular meeting of the Staff Senate to order at 10:14 a.m. at the College of Nursing Auditorium.

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

Officers: Barbara Grayson, Linda Vincent, Ellen Ware

Ex-Officio Members: Gerry Moore

Provost's Designees: Barbara Sappenfield (video conference)

Guests Present: Kathy Walker, Cheri Elliott, Gina Cummins

Representatives/Alternates:

Group I	Linda Vincent, Cheryl Walk
Group II	None
Group III	Angie Ridings, Roman Goate, Lana Wrenn, Eloy Candelaria
Group IV	Barbara Lynch
Group V	Barbara Grayson, Brenda Gentry, Shirley Menefee
Group VI	N/A
Group VII	Ann Castleman, Pat Vinson, Gwynn Terry
Group VIII	Margie Miller
Group IX	Alice Reed, Lavonne Glover
Group X	Debbie Young, Angela Grant
Group XI	Billie Acree, Janet Moore
Group XII	Sherry Frame, Amey Rice
Group XIII	Jeanne Heath, Keli Martin, Yolonda Sampson
Group XIV	Rita Hains, Joanna Kishner
Group XV	None

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

Officers: Mary Baisch, Debbie Harding

Ex-Officio Members: Ken Rowe, Connie Gould

Provost's Designees: Peggy Brown, Linda Womack

Representatives/Alternates:

Group I	Kenneth Myers
Group II	Karma Tolbert, Karen, Rucker David Dembinski
Group III	Leslie Law, Cheryl Smith
Group IV	Michelle Jacob
Group V	None
Group VI	N/A
Group VII	Augustine Miller
Group VIII	Cheryl Polston, Marjorie Lambert
Group IX	Mary Baisch
Group X	Karolyn Ruffin
Group XI	Elaine Harris, Holly Stokes, Lisa Dickson
Group XII	None
Group XIII	None
Group XIV	None
Group XV	Gail Gregg, Vicki Holman

I. SPECIAL SPEAKER – Gina Cummins, Marketing Director, George Nigh Rehabilitation Institute, Okmulgee

Past Chair Ware introduced our special speaker, Gina Cummins who is Marketing Director at the George Nigh Rehabilitation Institute in Okmulgee (GNRC). Ms. Cummins gave an overview of GNRC and then gave the history. GNRC was originally established in 1943 as Okmulgee Rehab. In 1987 it was under DHS and in 1999 went under OUHSC. Mike Duncan is the CEO.

II. BENEFITS UPDATE AND SHARED LEAVE REPORT – Angie Ridings

Angie did not have a shared leave report and she presented handouts regarding benefits update. Modification to Benefits handout was discussed in detail. There will be a Benefits Fair on April 16 at the Robert M. Bird Library and at the Tulsa Campus. Angie reported that there would be no

benefits deductions in June. Employees will pay for benefits the month they are due. Changes in benefits will take effect on July 1, 2002.

III. APPROVAL OF THE MARCH 7, 2002 MEETING MINUTES

Past Chair Ware asked if there were any corrections to the minutes of March 7 and there was one correction. The correction will reflect Ellen Ware as absent rather than present. A motion from the floor to accept the minutes with the necessary correction was made by Eloy Candelaria. Barbara Lynch seconded the motion. Motion carried.

IV. CHAIR'S REPORT

No report

V. TREASURER'S REPORT

Linda Vincent reported revenue of \$245.00 from table reservations for the Spring Craft Fair and \$4,032.80 from Cupid Express. The expense for the Cupid Express (balloons, helium, cards and candy) was \$2,715.59. This gives an ending balance of \$3,436.17. A motion from the floor to accept the Treasurer's Report for February was made by Pat Vinson. Billie Acree seconded the motion. Motion carried.

VI. TULSA CAMPUS REPORT

Yolonda Sampson gave the Tulsa report. She reported that Staff Appreciation Week begins on April 25 and continues through May 1. Also, she reported that the luncheon will be held on April 29 and they are finalizing the activities for the remainder of Staff Week.

VII. GEORGE NIGH CAMPUS REPORT

Sherry Frame gave the report for George Nigh. She reported that the Health and Wellness Fair Committee is busy organizing the April 23 event. Thirty-seven vendors have already committed. The Okmulgee KOKL Radio Station is going to broadcast live from GNRC that day promoting the event in the community.

VIII. COMMITTEE REPORTS

PARKING COMMITTEE

No report

COMMITTEE ON COMMITTEES:

In the absence of Committee on Committees Chair Mary Baisch, Past Chair Ellen Ware presented ballot results for Representatives/Alternates for 2002-03. She also presented the Committee on Committee Recommendations for 2002-03. The Slate of Officers Voting Form for 2002-03 was not available and will be presented at the May meeting. All three items will be voted on at the May 2 meeting.

Jeana Sorrells also gave a report. She reported that in Group XI Janet Finney resigned due to her workload. After moving Alternate Elaine Harris into her position, that left the group without an Alternate. Cheryl McIntosh from the Department of Surgery has been recommended and agreed to serve as alternate for the remainder of the year.

Jeana Sorrells resigned from the Parking Committee and Christy Cassillo was recommended and agreed to serve the balance of the term (2002).

Next Jeana reported that Gay Barnes resigned from the University and as a result left an opening on the Special Projects Committee. Carolyn Wright has been recommended for this position and has accepted the position. The term is through 2003.

Jeana reported that Gay Barnes also served on the Employee of the Month Committee. Yolonda Sampson has agreed to take Gay's place on this committee.

EMPLOYEE OF THE MONTH

Jeana Sorrells gave the Employee of the Month report. The Employee of the Month for April is Debbie Harding, Staff Assistant in the College of Pharmacy - Tulsa. She is our very own Chair of Staff Senate. Her reception will be held on April 17 from 1-2:30 p.m. on the Schusterman Campus.

EMPLOYEE RECOGNITION COMMITTEE

Shirley Menefee reported that as of Thursday, April 4 there are 417 attendees for the 2002 Employees' Awards Luncheon compared to 487 attendees last year. The Committee will send out the luncheon tickets along with tickets for door prizes on April 10. Linda Womack is responsible for acquiring the door prizes from local businesses in the Oklahoma City area. The Committee will proof the awards at Midwest Trophy on April 17th. The luncheon is April 24 from 11 a.m. – 2 p.m. at the Meridian Convention Center.

SPECIAL PROJECTS COMMITTEE

Roman Goate gave the report for the Special Projects Committee. The upcoming projects are:

1. Staff Week
 - Monday, Apr 22nd – Patriotic Day. Employees encouraged to wear Red, White, & Blue.
 - Tuesday, Apr 23rd – “OU Appreciates You!” Cards with small gift to be distributed at distribution points within buildings.
 - Wednesday, Apr 24th – Staff Recognition Luncheon
 - Thursday, Apr 25th – All-American & Casual Day. Hot Dogs & cokes to be served on the library patio. Contacting vendors to possibly sponsor portions of the event. Have entertainment for this day. Anyone interested in being the entertainment for the day contact the Chairs of the Special Projects Committee or Jeana Sorrells. Casual dress is at the department's discretion. Also, trying to get vendors to purchase a gift to be distributed to staff attending the event.
 - Friday, Apr 26th – OU Spirit Day. Employees encouraged to wear Crimson & Cream. Departmental discretion on casual wear.
2. Fund-Raisers
 - T-shirt Sale: Have campus-wide contest for design, but not be obligated to pick winner from this. Also, sell sweatshirts and polo shirts. Will pre-order to insure lowest cost.
 - Key Chain: Sell nicely designed key chains with OU logo in middle.
3. Craft Fair
 - Scheduled for May 31st. Still have tables available. Jeana will send out reminder of available tables and ask that they contact her directly. Food vendors that have been invited include: Mazzio's, Fruit Latti, & Staples Society. Staff Senate will sell H2OU.

4. Call for volunteers
 - Hanging flyers in buildings
 - OU Appreciates You: To sit at distribution points, put together cards and candy.
 - All-American Day: Set-up, Serve, & Clean-up
 - Grills of all sizes for All-American Day
 - Craft Fair: H2OU sales, set-up, clean-up

The last Special Projects Committee meeting was held on March 25. The next meeting will be scheduled later.

IX. SPECIAL BUSINESS:

None

X. UNFINISHED BUSINESS:

None

XI. NEW BUSINESS:

None

XII. ANNOUNCEMENTS:

The Employee Recognition Luncheon will be held on Wednesday, April 24, 2002 from 11:00 a.m. until 2:00 p.m. at the Meridian Convention Center. The next Staff Senate meeting will be May 2, 2002 at 10:00 a.m. in the Bird Library Auditorium. Our guest speaker will be Dr. Carole Sullivan, Dean of the College of Allied Health.

XIII. ADJOURNMENT

A motion was made by Margie Miller to adjourn the meeting and it was seconded by Lana Wrenn. Motion passed. The meeting was adjourned at 11:25 a.m.

Barbara Grayson, Secretary
OUHSC Staff Senate

Date Approved

Handouts: March 7, 2002 Minutes
 April 4, 2002 Agenda
 Treasurer's Reports for February 2002
 Overview of GNRC
 Modification to Benefits
 University of Oklahoma – Current Benefit Summary
 OUHSC Committees 2002-2003
 Staff Senate Elections 2002-2003