

THE UNIVERSITY OF OKLAHOMA HEALTH SCIENCES CENTER
Bird Library Auditorium
STAFF SENATE
Thursday, March 7 2002

CALL TO ORDER

Chair Debbie Harding called the regular meeting of the Staff Senate to order at 10:05 a.m. at the Bird Library Auditorium.

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

Ex-Officio Members: Gerry Moore

Provost's Designees: Linda Womack, Barbara Sappenfield (video conference)

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

Guests Present: Kathy Walker, Cheri Elliott

Representatives/Alternates:

Group I Linda Vincent, Cheryl Walk

Group II David Dembinski

Group III Angie Ridings, Roman Goate, Lana Wrenn

Group IV Barbara Lynch, Michelle Jacob

Group V Barbara Grayson, Brenda Gentry

Group VI Yolonda Sampson, Vicki Holman, Gail Gregg, Jeanne Heath
Keli Martin, Joanne Kishner

Group VII Ann Castleman, Pat Vinson

Group VIII Margie Miller, Cheryl Polston, Marjorie Lambert

Group IX Mary Baisch, Alice Reed, Lavonne Glover

Group X Debbie Young, Angela Grant

Group XI Billie Acree, Janet Moore

Group XII None

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

Ex-Officio Members: Ken Rowe

Officers: Ellen Ware

Representatives/Alternates:

Group I	Kenneth Myers
Group II	Karma Tolbert, Karen Rucker
Group III	Leslie Law, Eloy Candelaria, Cheryl Smith
Group IV	None
Group V	Shirley Menefee
Group VI	Rita Hains
Group VII	Augustine Miller
Group VIII	None
Group IX	None
Group X	Karolyn Ruffin
Group XI	Janet Finney, Elaine Harris, Holly Stokes, Lisa Dickson
Group XII	Sherry Frame, Amey Rice

I. SPECIAL SPEAKER – Dr. Gary White, Director of the Division of Animal Resources and Associate Professor of Pathology.

Chair Harding introduced our special speaker, Dr. Gary White who is Director of the Division of Animal Resources and Associate Professor of Pathology. Dr. White gave a history and an overview on animal resources.

II. CAMPUS CAMPAIGN – Cheryl Ottman

Cheryl reported that there will be a “ghost marathon”, which consists of a donation of \$10 to Campus Campaign, but the donor does not have to run. She also stated there would be an online auction which is a new event. HSC is working on items to auction and she asked for suggestions. Cheryl also mentioned budgets and stated that the university is *our* university. Giving this consideration, she asked everyone on campus to participate in Campus Campaign. She asked that we at least give \$1.00. She informed the Senate that donations could also be made by payroll deduction. She asked that everyone look at the list on the campaign cards to determine where the money goes and to also note areas you can designate your donation for. In closing, Cheryl asked

that we consider giving a little back to the university. Kathy Walker stated that the campaign would run from March 1 to April 5. Materials will be delivered to campus on Monday. She stated that she is hopeful that reps and alternates will encourage their staff or department to give.

III. APPROVAL OF THE FEBRUARY 7, 2002 MEETING MINUTES

Chair Harding asked if there were any corrections to the minutes of February 7 and there were several. The corrections were as follows: Section VI, the first paragraph of the treasurer's report begins with also. The word "also" should be deleted. Section XI, Committee Reports under Employee of the Month in the first paragraph of the third sentence the word "form" should be changed to "from". Under Special Projects Committee, the third paragraph should read "to various locations" rather than "across their campus". A motion from the floor to accept the minutes with the necessary corrections was made by Linda Vincent. Barbara Lynch seconded the motion. Motion carried.

IV. CHAIR'S REPORT

Chair Harding encouraged the Senate to participate in Campus Campaign. She then recognized Anna Nebgen and presented her with a Certificate of Appreciation for her service as Treasurer.

Next, Chair Harding reminded Staff Senate members of the Staff Appreciation Award nomination form that was recently sent out. She asked that nominations be submitted to Jeana by March 29th in order for her to prepare for the presentation to be awarded at the luncheon on April 24th.

Chair Harding stated that there are some concerns with a few of the groups regarding elections. Of main concern are Group I, which is the BMSB building, and Group X, the Library and Biomed Research building. She requested Staff Senate's help by contacting friends in these areas and recruiting them to join Staff Senate by submitting their names on the ballot. She emphasized that the ballot form also has the option for write-in names and she reminded the Senate that any person nominated must have their supervisor's approval prior to being voted in.

Chair Harding reported that she had been contacted by the Norman campus regarding Honorary Degrees. The Screening Committee is accepting nominations for individuals whose achievements and contributions merit the highly selective award of an honorary degree. Chair Harding stated she could supply the criteria and nomination form to anyone interested in this. The deadline for nominations is March 22nd. Examples of those who received honorary degrees last year: Marian Wright Edelman, award-winning author and founder of the Children's Defense Fund; Bill Comfort, generous supporter of OU College of Law; Therese Gottschalk, president and CEO of St. John Health System in Tulsa; Jean Gumerson, president of Presbyterian Health Foundation, OKC; Charles Schusterman, a dedicated philanthropist and inductee of the Oklahoma Hall of Fame.

V. TREASURER'S REPORT

Anna reported revenue of \$32 from the Craft Fair and a tax reimbursement of \$2.31. This gives an ending balance of \$1,873.96. A motion from the floor to accept the Treasurer's Report for January was made by Keli Martin. Lana Wrenn seconded the motion. Motion carried.

VI. TULSA CAMPUS REPORT

Gail Gregg gave the Tulsa campus report. She reported that once again, the Cupid Express was a success. She also reported that they were preparing for their Staff Appreciation Week. Lastly, she reported that President Levit's office has started a newsletter for Tulsa.

VII. GEORGE NIGH CAMPUS REPORT

No report

VIII. SHARED LEAVE REPORT

Angie Ridings reported that since the beginning of the calendar year there have been four approvals and three denials. Donations are needed, as the shared leave pool will have a deficit once these individuals' hours have been processed through payroll.

IX. COMMITTEE REPORTS

COMMITTEE ON COMMITTEES:

No report

EMPLOYEE OF THE MONTH

Jeana Sorrells gave the Employee of the Month Report. The Employee of the Month for March is Beverly Clarke from the Department of Medicine. Her reception was held on March 5.

EMPLOYEE RECOGNITION COMMITTEE

Diana Stone reported that the deadline for awardees to respond to the invitation to the luncheon has passed. Three hundred letters were sent to eligible staff, with 214 people responding as of this date. There are 171 "yes" responses and 43 "no" responses. Compared to last year, there were 160 out of 236 awardees attending the luncheon. Our numbers are larger this year, but the convention center is large enough for the expected number of attendees. The next mail-out will be invitations to deans, department heads and supervisors. A notice was placed on the web-site bulletin board and a campus-wide email (including Tulsa) was sent on February 28.

SPECIAL PROJECTS COMMITTEE

Keli Martin gave the report for the Special Projects Committee. The committee met briefly after Staff Senate meeting on February 7, 2002 to discuss the last items for Cupid Express. With everything in order they proceeded to have Cupid Express Sales on February 13 and 14 in Oklahoma City and February 14 in Tulsa and both were a success. Keli also reported that the Executive Committee voted yes for 53 stuffed animals that were left over from Tulsa Campus' Cupid Express be donated to the Justice Center for their patients. She also reported that an inventory of 350 balloons was left.

Next, Keli reported that the Committee Chair and Co-Chair would meet on March 7 to finalize plans for upcoming Staff Week. Then she thanked everyone who helped with Cupid Express.

X. SPECIAL BUSINESS:

None

XI. UNFINISHED BUSINESS:

The Senate voted on the recommendation of the Policy Review Committee to amend the Operating Procedures as reported at the February 6 meeting. A motion was made from the floor by Roman Goate to accept the committee's recommendation. Linda Vincent seconded the motion. Motion carried.

XII. NEW BUSINESS:

NONE

XIII. ANNOUNCEMENTS:

Cheryl Polston announced that an employee in her building by the name of Bill Farrell was in need as he was recently diagnosed with liver cancer. She announced that there were flyers posted on all entrances in the Rogers Building. A food drive will be held in his honor on Friday, March 8 from 8:00 a.m. until 2:00 p.m.

The next Staff Senate meeting will be April 4, 2002 at 10:00 a.m. in the College of Nursing Building, room 130. Our guest speaker will be Gina Cummins, Marketing Director for George Nigh Rehabilitation Institute. Mary Baisch will chair the April meeting in Chair Harding's absence.

Chair Harding reminded us to remind our constituents to read messages sent out from the Parking Office. She informed us that these messages often serve as warnings and/or contain necessary information that could affect us individually. The Parking Committee will have a report at the April meeting.

XIV. ADJOURNMENT

A motion was made by Linda Vincent to adjourn the meeting and it was seconded by Keli Martin. Motion passed. The meeting was adjourned at 11:30 a.m.

Barbara Grayson, Secretary
OUHSC Staff Senate

Date Approved

Handouts: February 2002 Minutes

March 7, 2002 Agenda
Treasurer's Reports for January 2002