STAFF SENATE MEETING

Agenda*

*Agenda is subject to change

Thursday, October 4, 2018 10:00 a.m.
Robert M. Bird Library Auditorium

Call to Order – Marty Walton, Chair

Identify Quorum and Voting Members – Joseph Schmidt, Past Chair

I. Approval of Minutes – September 2018 Minutes

II. Treasurer’s Report – George Schmerer, Treasurer

III. Staff Senate Spotlight – Greg Zornes
   a. April Wilkerson

IV. Committee Reports –
   a. Committee on Committees Report
   b. Community Outreach Committee
   c. Employee of the Month
   d. Employee Recognition Committee
   e. Special Projects Committee
   f. Staff Week Committee

V. Unfinished Business

VI. New Business
   a. OUHSC Staff Senate Social Media

VII. Announcements
   a. Dr. Joseph Ferretti Photography Exhibit - Thursday, October 4th
   b. Bird Library’s Relax & Read program
   c. Bike for MS – Vicky Wilson
   d. Lunch-N-Learn - Noon on Monday, October 8th, OUHSC Nicholson Conference Center Auditorium

VIII. Adjournment

*Agenda is subject to change
<table>
<thead>
<tr>
<th>GROUP</th>
<th>MEMBERS PRESENT</th>
<th>MEMBERS ABSENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ex-Officio Members and Provost Designees</td>
<td>Carlos Rodriguez</td>
<td></td>
</tr>
<tr>
<td>Executive Committee</td>
<td>Marty Walton, Kelli Dyer, Dana Aduddell, George Schmerer, Carol Clure</td>
<td>Joseph Schmidt</td>
</tr>
<tr>
<td>Guests</td>
<td>Arlene Baker, Crystal Keene, Heidi Pettit, Doug Myers, Brian Wilburn, Leslee Smith, Sarah Smith, Debbie Peters, Rita Pierce, Sherri Neal, Colin Fonda, Jennifer Spiers, Kimberley Johnson, Pamela Tomey</td>
<td></td>
</tr>
<tr>
<td>Group I</td>
<td>Mary Gonzalez, Celeste Taylor</td>
<td></td>
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<tr>
<td>Group II</td>
<td>Lindsay Burgan, Shawn Foreman</td>
<td>Casey Carter, April Wilkerson, Jessica Johnson, Sylvia Love-Johnson, Holly Weldon</td>
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<tr>
<td>Group III</td>
<td>Jim Albertson, Lauren Bristow, Jessica Capetillo, Elizabeth Charles, Michele Doughty, Meagan Gloss, Omolara Henley, LaDonna Tyner, Kerrie Lemons, Theresa Lander, Candice Peak, Tracy Williams, Dawn Kent</td>
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<tr>
<td>Group IV</td>
<td>Lawana Martin, Chris Luttrell</td>
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<tr>
<td>Group V</td>
<td>Carly Nguyen</td>
<td>Amy Miller</td>
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<td>Group VI</td>
<td>Pravina Kota</td>
<td>Jade Owen</td>
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<td>Group VII</td>
<td>William Andrews, Stefanie Kirk, Audra Main, Jennie Robison</td>
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<tr>
<td>Group VIII</td>
<td>Vicky Wilson, Gregory Zornes</td>
<td>Nicole Holmes, Ryan Carter</td>
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Submitted by: Dana Aduddell
Sept. 7, 2018
Guest Speaker: Colin Fonda, Assistant Director for Benefits and Compensation. (HR) update on benefits:
- The OUHSC Benefit Fair will be October 4 & 5, 2018.
- Open enrollment will be available on Self Service Oct. 8-21.
- There will be a few changes in our insurance benefits with a slight increase. There will be an email sent out soon to cover all the changes. As always, you may go to OUHSC Human Resources for any questions.

Call to Order: Marty Walton, Staff Senate Chair called the meeting to order at 10:29 a.m. Quorum Present.

I. Approval of Minutes – Theresa Lander made a motion to approve the minutes from the August 2018 meeting and Audra Main seconded. Motion passed.

1. Treasurer’s Report – George Schmerer, Treasurer

<table>
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<tr>
<th>Revenue</th>
<th>Expenses</th>
<th>Balance</th>
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</thead>
<tbody>
<tr>
<td><strong>Beginning Balance</strong></td>
<td>$11,131.14</td>
<td></td>
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<tr>
<td><strong>Revenues:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2018 Summer Fundraiser</td>
<td>Summer Fundraiser</td>
<td>$ 677.00</td>
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<tr>
<td>2018 Fall Craft Fair</td>
<td>Fall Craft Fair</td>
<td>$ 406.00</td>
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<tr>
<td>2018 Staff Week T-Shirts</td>
<td>Staff Week T-Shirt Sales</td>
<td>$ 13.00</td>
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<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Credit Card Services</td>
<td>Miscellaneous</td>
<td>$ 93.74</td>
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<tr>
<td>Staff Senate Committee</td>
<td>Miscellaneous</td>
<td>$ 38.22</td>
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<td>June Sales Tax</td>
<td>Spring Craft Fair</td>
<td>$ 251.19</td>
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<tr>
<td>Adjustment</td>
<td>Miscellaneous</td>
<td>$ 19.25</td>
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</tbody>
</table>

| **Ending Balance** | July | **11,824.74** |

2. Staff Senate Spotlight –
- No spotlight this month.

3. Committee Reports
- Committee on Committees Report – Kelli Dyer
  - See attached.
    - Senate Resignations - No Senate Resignations
    - Senate Recommendations – See Attached Document
    - Senate Vacancies - No Senate Vacancies
    - Committee Resignations - No Committee Resignations
    - Committee Vacancies - No Committee Vacancies
    - Committee Recommendations – See Attached Document

Submitted by: Dana Aduddell
Sept. 7, 2018
• **Community Outreach Committee** – Mary Gonzalez
  The Community Outreach Committee had a great response to the Cavett Kids drive. All items were delivered last week and we should receive a total inventory of those items in the next few weeks. The committee will be preparing a meal for the Ronald McDonald house in October. We will share the menu and date with everyone soon in case anyone wants to help with food donations.

• **Employee of the Month Committee** – Leslee Smith
  - Our August Employee of the Month: Joel Miller Senior Staff Account in Grants and Contracts Accounting. His reception was Monday, August 20.
  - Congratulations to our September Employee of the Month: Heidi Pettit, Staff Accountant in Stephenson Cancer Center. Heidi’s reception will be Tuesday, September 24 at 3:30 p.m. on the fifth Floor of the Stephenson Cancer Center in 5058 Charlotte Jackson Seminar Room.
  - Thank you for spreading the word and helping to nominate your coworkers. We have received several over the past month but please continue to stay on the lookout for those individuals deserving of this award.

• **Employee Recognition Committee** – LaDonna Tyner
  - The Employee Recognition Ceremony will be Friday, May 3, 2019. More information will be provided as we get closer to date.

• **Special Projects Committee** – Crystal Keene
  - Fall Craft fair “Save the Date” 10/12/18 from 10:00 a.m.–2:00 p.m. Carol Clure is accepting vendor applications now.
  - Summer fundraiser is complete.
  - The new pilot process for item distribution out of five different buildings was a success. We have heard a lot of positive feedback on this convenient pickup option.
  - Ran in to some quality issues with the adapters that accompanied the wireless charger item. We are addressing that with both the vendor and our campus customers on an as needed basis. All customers who ordered the wireless chargers were emailed, more specifically aimed at any customers who REQUIRED the use of the adapter in order to use the wireless base. We’ll know more by the October meeting of the true impact of the issue on the fundraiser effort.
  - Unfortunately, licensing would not approve either of the two t-shirt design options, which were submitted for the T-shirt design contest. We received 16 designs and were excited about the participation in the contest.
  - Committee is moving forward with the created design from the local printer, currently working it through licensing and gathering shirt quotes. We are hopeful that we can have the order details out in the next two weeks to give plenty of time for orders/printing/delivery prior to Bedlam. Likely will sell a white t-shirt option, black t-shirt option and a long sleeve option.
  - Winter fundraiser items are currently being researched with the sales likely open around 10/12

• **Staff Week Committee** – Leslee Smith
  - No News. Meeting in September.

4. **Shared Leave Committee**
  - Will continue to promote Power of the Hour. Please continue to share information on how donating even 1 hour of your shared leave will help. [https://hr.ou.edu/employees/holidays-time-off-leave](https://hr.ou.edu/employees/holidays-time-off-leave)

Submitted by: Dana Aduddell
Sept. 7, 2018
5. **Unfinished Business** – None

6. **New Business – Wacky Games**
   - Friday Sept. 21 on the Robert M. Bird Library patio.
   - Games will begin at 11:00 a.m.
   - There will be food trucks.
   - Encourage participation from all departments.

7. **Announcements**
   - “Stuff the Bus” parking will have a bus at the Bird Library drive the week of Sept 10 – 14. Parking and Transportation services have teamed up with Staff Senate to collect food donations for “Hunger Awareness Month”. The Staff Senate will take donations during the Payday on Payday giveaway on Friday, Sept. 14. Emails will be sent out soon with information as to what items are needed most.
   - Parking and Transportation has started a campaign for Shared Leave contributions. 2018 in 2018, they plan is to get 2018 hours donated by OUHSC employees. To make it a fun competition, challenge another department to see how many hours you can get donated. It is a very good cause.
   - Sept. 15 the Stephenson Cancer Center is having a Cancer run to benefit Research.

8. **Adjournment** – Meeting adjourned 10:51 a.m.
   Gregory Zornes made a motion to adjourn the meeting and Kimberley Johnson seconded. All were in favor. The next meeting will be October 4, 2018, in the Library Auditorium.

Respectfully submitted,
Dana Aduddell
Committee on Committees Report  
September 6, 2018

**Senate Resignations**  
No Senate Resignations

**Senate Recommendations**  
Celeste Taylor - Group I (FY 2018-2020)  
Lindsay Burgan – Group II (FY 2017-2019)  
Shawn Foreman – Group II (FY 2018-2020)  
Jim Albertson – Group III (FY 2017-2019)  
Tracy Williams – Group III (FY 2018-2020)  
Jessica Capetillo – Group III (FY 2018-2020)  
Chris Luttrel – Group IV (FY 2017-2019)  
Lawana Martin – Group IV (FY 2018-2020)  
Amy Miller – Group V (FY 2018-2020)  
Pravina Lota – Group VI (FY 2018-2020)  
Ryan Carter – Group VIII (FY 2018-2020)

**Senate Vacancies**  
No Vacancies

**Committee Resignations**  
No Resignations

**Committee Vacancies**  
No vacancies

**Committee Recommendations**  
No Recommendations

Submitted by: Dana Aduddell  
Sept. 7, 2018
Committee on Committees
Kelli Dyer - Chair
Cyndie Clubb
Rita Pierce (S)
Heidi Martin (S)
Nancy Geiger (S)
Heidi Petitt
Jesse Clark
Paula Cockrell
Mark Fuelling

Community Outreach
Mary Gonzalez - Chair
Kyndall Wahkinney – Chair
Jennie Robison
Theresa Lander
Shannon McConnell
Sarah Smith
Emily Dodson
April Wilkerson
Vicky Wilson
Sonja Hall
Debbie Peters
Sara Brown
Dana Aduddell
Lauren Bristow

Employee Recognition Committee
Stefanie Kirk – Chair
LaDonna Tyner - Chair
Latrese Colbert
Jewell Oliver
Mary Baisch
Linnea Suffridge
Cheryl Walk
Leslie Sausins
Michele Doughty
Bob Prieto
Scott Davis
Jeff ‘Victor’ McCanlies
Treva Lawson
Leah Lewis
Debbie Arnold
Leslee Smith
Lindsay Burgan
William Andrews
Kerrie Lemons
Audra Main
Pat Vinson

Submitted by: Dana Aduddell
Sept. 7, 2018
Policy Review Committee
Heather Markgraf - Chair
Suzanne Bauman
Kerrie Lemons
Nikki Neel
Emily Dodson

Special Projects Committee
Crystal Keene - Chair
Kimberley Johnson - Chair
Kari Lee
Lindsay Mitchell
Gregory Zornes
Megan Malone-Perez
Debbie Arnold
Sarah Smith
Kristina Taylor
Rita Pierce

Staff Week Committee
Leslee Smith - Chair
Dannielle Dosher - Chair
Lori Frazee
Pravina Kota
Debbie Arnold
Suzanne Bauman
Vicky Wilson
Audra Main
Crystal Keene
Gregory Zornes
Missy Warma
Elizabeth Charles
Debbie Peters
William Andrews
Brenda Fox
Kaylie Stogsdill
Shannon McConnell
Nikki Neel
Marty Walton
Kelli Dyer

Submitted by: Dana Aduddell
Sept. 7, 2018
## OUHSC Staff Senate
### Treasurer's Report
#### Monthly Detail

**August 2018**

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<th>Description</th>
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<td><strong>Revenues:</strong></td>
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<td>2018 Fall Craft Fair</td>
<td>234.00</td>
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<td>2018 Summer Fundraiser</td>
<td>27.00</td>
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<td><strong>Expenses:</strong></td>
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<td>July Sales Tax</td>
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<td>Credit Card Services</td>
<td>9.07</td>
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<td>Staff Week Giveaway</td>
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<td>2018 Summer Fundraiser</td>
<td>1,780.12</td>
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<td><strong>Ending Cash</strong></td>
<td>$6,508.63</td>
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## OUHSC Staff Senate Treasurer’s Report

### Year-to-date Summary

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<tr>
<th>Project/Item</th>
<th>August 2018</th>
<th>Year to Date Totals</th>
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<tr>
<td>Beginning Cash Balance</td>
<td>$ 11,824.74</td>
<td>$ 11,131.14</td>
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<table>
<thead>
<tr>
<th>Project/Item</th>
<th>Revenues</th>
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<th>Revenues</th>
<th>Expenses</th>
<th>Net</th>
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<td>Inventory Sales</td>
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<td>Payday on Payday</td>
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<td>Fall Craft Fair</td>
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<td>911.00</td>
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<td>Fall Fundraiser</td>
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<td>New Employee Orientation Gift</td>
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<td>Christmas Tree Lighting &amp; Reception</td>
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<td>Christmas Fundraiser</td>
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<td>Cupid Express</td>
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<td>ERC Luncheon</td>
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<td>Staff Week Activities</td>
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<td>3,728.40</td>
<td>(3,728.40)</td>
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<td>Staff Week T-Shirt Sales</td>
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<td>13.00</td>
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<td>Spring Craft Fair</td>
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<td>Sales Tax</td>
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<td>Sooner Safety Week</td>
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<tr>
<td>Ending Cash Balance</td>
<td>$ 6,508.63</td>
<td>$ 6,508.63</td>
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</tr>
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</table>
About April and her time at OUHSC and the Staff Senate
I’ve worked at OUHSC for 7 years. I’m editor of the OU Medicine magazine for the OU College of Medicine, and I work with marketing/communications to tell our stories from across OUHSC. I have been involved in the staff senate for two years and serve on the Community Outreach Committee. I graduated from Allen High School (OK) and Oklahoma Baptist University in Shawnee.

April’s Favorites
I enjoy OU sports and love watching all basketball teams play during March Madness each spring. I love American literature – Emerson, Thoreau, Poe, and Hawthorne. I also love poetry – my two favorite living poets are Mary Oliver and Ted Kooser. More recently, I loved the novel “All the Light We Cannot See.” I love spending time with my dogs and cats, going hiking, being outdoors and going to musical theater productions. My favorite color is any shade of blue.

Influences and Role Models
I especially admire all the female health professionals across campus who succeeded in their education and their disciplines when it was far less common to see women in those roles. We stand on their shoulders today.

Recent Experiences
I recently took a trip east to visit several “Sites of Conscience” – the National Civil Rights Museum in Memphis, where MLK Jr. was assassinated; the Little Rock Nine Museum where brave young African-Americans fought for equality and dignity; and to the Woolworth restaurant in Nashville, where sit-ins helped to advance the cause of civil rights.

Thoughts on the Staff Senate
I really appreciate the Staff Senate’s involvement in gathering items, providing meals, etc. for families whose children are receiving medical treatment on our campus.
Join us for the Fall 2018 session of Relax and Read hosted by the Robert M. Bird Library! Only 40 books are available so come sign up on the 3rd floor of the Library today! All students, faculty, and staff are welcomed to come get a free book (ID required) and join us for a free lunch in the Lab 489.

Questions? Contact Kristi Kohl at Kristi-Kohl@ouhsc.edu or visit library.ouhsc.edu
Lunch-N-Learn Monday October 8th, 2018

Free Lunch!*

OUHSC’s
A.W. Horsley Physician Assistant Student Society

Proudly Presents

Jeff B Evans, PA-C
Adventurer, Author,
Motivational Speaker
Mountaineer
Life-guide

Grab a free lunch in the OUHSC Nicholson Conference Center auditorium and listen to Jeff talk about his career as a mountain guide, high altitude medic, and his leadership experience in austere environments. Jeff is known for summiting Mt. Everest in 2001 with his best friend Erik Weihenmayer who is blind. Jeff has been featured on ABC’s Expedition Impossible, CNN, The Doctors, and the Travel Channel.

Come Join us for a Free Lunch!* 

When: Noon, Monday, October 8th, 2018
Where: Nicholson Conference Center Auditorium
940 NE 13th Nicholson Tower, Suite 5900
Oklahoma City, OK 73104
*Lunch provided for first 100 attendees
The cornerstone of Jeff’s message, *Servant Leadership*, is paramount for success in our professional as well as personal lives. Jeff points out that we are all guides, and it is essential that we lead from a place that is centered around fostering the success of others instead of focusing on our own personal accolades or summits. Nurturing your team (colleagues, clients or family) helps them identify their models of success and guides them up the route that optimizes their particular skillsets. Jeff describes the selfless attitude of the Sherpa as well as his role as the chief medic in Everest Air to convey the true nature of a Servant Leader.

The cornerstone of the PA – Physician Practice is *Communication and Trust*. Jeff can highlight and expound on this concept in ways that few can. Jeff has honed his communication skills guiding his blind adventure partner, Erik on mountains, rocks and races all over the world for over 20 years. This partnership has been successful only because the two men have placed the highest level of trust in each other...where every step, jump and move matter. Jeff uses many of the situations he has encountered while guiding Erik across challenging terrain to illustrate the power and effectiveness of a "High Comms, High Trust" team.

Whether it be during school, practice, or life, in general, we all have or will face obstacles and adversity that question ourselves, and our self-resolve. Adversity is a part of any journey or objective. How we manifest our reaction to that adversity is what differentiates us as effective leaders and teammates. Throughout his keynotes, Jeff reflects back on the numerous events that have threatened to derail the final objective. Whether it is redirecting and taking another route up the mountain or working to enhance the team dynamic, being an effective leader and guide requires a constant reassessment of team health and situational awareness.

Finally, if you are roped up in the mountains, or roped up in a patient care setting, you will win together or lose together. Your fate is inextricably connected to those on your team. Jeff has led many rope teams throughout his career, and one thing always rings true the "collective power of one" that comes from aligning with teammates can propel us forward. Keep in mind, that whether you are leading the team from the front of the rope or bringing up the team at the end of the rope, if your rope team starts to plummet towards the edge of the cliff, it is unimportant who initiated the fall. You only have time to react and work together to bring that fall to a stop so you can begin climbing again together.

**When:** Noon, Monday, October 8th, 2018

**Where:** Nicholson Conference Center Auditorium
940 NE 13th Nicholson Tower, Suite 5900
Oklahoma City, OK 73104

* Lunch provided for first 100 attendees