

NWOSU
Staff Council Committee Minutes of Meeting
3-28-2018

Present: Natalie Miller, Chair; Melissa Brown; Chair-elect; Rebecca Cook, Kevin Fields, Tara Hannaford, Andrea Lauderdale, Tiffany Misak (Enid) **Absent:** Angie Henson, Secretary; Melissa Sturgill (WW), *Ali Gavitt is no longer - employed at the university.

TOPIC	Discussion	Outcome or Action
1. Campus Clean-Up	The Committee met to set a date for Campus Clean-Up and schedule projects. The Alumni Spring Reunion is Saturday, April 28. Usually the clean-up is scheduled the Tuesday of that week, but there is a blood drive. The other dates discussed were April 19 or April 23, with a secondary rain date. The consensus was to go with April 19, with April 23 as the rain date. Also discussed was a date to travel to Woodward and Enid with materials and flowers for the campuses. Miller would notify Dr. Fisher and Misak will contact Dr. McMillin about April 25.	April 19- rain date, April 23. Woodward & Enid- Wednesday, April 25. ADDENDUM: The Committee was informed later in the afternoon that April 19 was Bahama Breakaway. A quick decision was to schedule Campus Clean-Up on April 18, if it was approved by administration, maintenance, and agriculture department.
2. Preparation Assignments	Miller had provided a list of preparation items and asked for volunteers to oversee. Agric. Dept. about flowers - Miller Facility Request for events calendar- Miller Maintenance materials - Fields C.O.R.E. - Brown Flyer & publication - Hannaford RSVP person - Lauderdale Group photo - Cook Ice chest & water - Lauderdale & Cook Sign-up table - Miller	At a later date Miller and Fields will meet and discuss material needs and logistics of delivering and who from Maintenance Dept. can help for the Alva campus clean-up and the branch campuses clean-up.
3. Clean-Up Projects	The Committee agreed to keep the clean-up day simple and localized from the mall area to the highway. Too many projects scheduled could be overwhelming. The main focus is the first impression by clearing the leaves and trash, spreading fresh mulch, and planting flowers donated by the Agriculture department. It was decided that if any painting were to be done, to just do the fire lanes of the horseshoe drive.	The Committee discussed looking at a campus map and separating the grounds into zones with a committee member as a supervisor. Hannaford will check on cost of bright colored t-shirts and if the university will purchase. Fields and Hannaford would ask about a laminated campus map. ADDENDUM: emails were exchanged on information received about setting up projects.
4. Adjourn		With no further business, the meeting was adjourned.