Call to Order
President Terrell called the meeting to order at 2:05 p.m.

Roll Call

Senators Absent (7): Senator Arnold, Senator Butler, Senator Marrs, Senator Rogalsky, Senator Supon, Senator Wheelbarger, Senator Wood

Recognition of Visitors
Don Betz, President
Carol Dean, Assistant Director, Student Financial Services
Tamra Kitsmiller, Manager Payroll Services, Administration and Finance
Darla Sherman, Manager Tutor Central, Tutoring Central
Habib Tabatabai, Senior Director University Library, Chambers Library
Johnny Watley, Coordinator Fitness, Wellness Center

Approval of the Minutes
The minutes were approved as distributed without correction.

Special Order of the Day
Guest Speaker President Don Betz. President Betz welcomed everyone and expressed how important the staff is at creating the culture of the University. For sixty-four percent of students coming to the University, neither parent went to college. Most of our students are one event away from not making. It is the job of the staff to do everything within our power to help students be successful. Part of this is to create an environment of students wanting to be here during this pivotal point in their lives. With the constant threat of cuts, the job is not easy, and it appears it is not going to get any easier. We are on a common quest because we understand that what we do matters. The Staff Senate is important in creating a unified voice for the staff.

President Betz presented certificates to Senators who had completed their term.
Senate Executive Committee Reports

President's Report:
The Executive Committee approved the Standing Committee Appointments as listed in today's agenda and included in today's minutes. Been made aware that there have been questions and concerns regarding the Senator's role in representing and communicating with the employees we represent. After reviewing the Constitution and Bylaws further, there is not a specific statement regarding the Senator's role in communicating with constituents; however, the purpose as stated in Article II of the Constitution lists the following:

- Provide official representation for all staff member of UCO in matters which affect the enhancement of the student experience and the goals of UCO;
- Receive and consider recommendations from, and consult with the UCO President and the campus community on matters of concern to staff;
- Receive proposed policies or policy changes for review and make recommendations regarding interests and concerns that affect staff;
- Encourage the professional growth and development of staff members;
- Facilitate and enhance communication between the staff and the UCO President; and
- Act as a collective voice for presenting the concerns and needs of the staff to the UCO President.

Therefore, in order to ensure the Senate is representing the staff effectively and can serve as a collective voice, Senators must communicate with staff in their entire division they represent, not just their respective department, college, building, or work space. There will be an open discussion under New Business to address questions and concern as well as generate ideas for communicating with constituents.

Vice-President's Report:
Vice President Renteria met with Dr. Mark Kinders. Dr. Kinders is waiting for the interim studies to be released to identify potential bills or issues that will need to be tracked. Dr. Kinders will keep Senate updated.

Secretary/Treasurer's Report:
Nothing new to report at this time.

Reporter/Historian's Report:
Nothing new to report at this time.

Parliamentarian Report:
Nothing new to report at this time.

University-Wide Committee Reports:
Notify President Terrell and Secretary/Treasurer Powers by August 25, 2015 who will be representing the Staff Senate on the following University-Wide Committees.

1. University Planning Council

Senator Terrell
2. Branding Initiative
   Senator Rogalsky

3. Communicator’s Council
   Communications Committee

4. Professional Development Advisory Committee
   Staff Dev and Wellness Comm

5. Healthy Campus Leadership Team
   Staff Dev and Wellness Comm

6. Committee for Univ IT Project Prioritization (CUIT)
   Info Resources & Tech Comm

7. National Alumni Board of UCO
   Alumni & Community Service Comm

8. Oklahoma Higher Education Employees Insurance Group (OKHEEI)
   Senator Baird

Senate Standing Committee Reports and Membership
At least one of everyone’s preferences requested was honored. Review the committee roles in the Bylaws-Article VI, schedule first meeting, elect a Chair and Vice Chair (except for CPP&E and Communications Committees) and inform Secretary/Treasurer Powers by Tuesday August 25, 2015.

One of the President’s duties is to serve as a non-voting member on all Senate committees except for CPP&E. Therefore, please include President Terrell in your calendar invites for meetings and cc her on committee email correspondence.

Also, committees can have non-Senators serve on the committee as well; however, the number of non-Senators serving cannot exceed the number of Senators.

1. Constitution, Parliamentary Procedure, and Elections Committee
   Chair: Senator Baird
   Members: Senator Brown, Senator Davis, Senator Rogalsky
   Nothing new to report at this time.

2. Communications Committee
   Chair: Senator Stone
   Members: Senator Supon, Senator Wullstein
   Nothing new to report at this time.

3. Personnel Policies and Compensation Committee
   Chair: Vice Chair:
   Members: Senator Butler, Senator Gillmore, Senator Moore, Senator Romano, Senator Shortt, Senator Weathers, Senator Wood, Senator Young

4. Staff Development and Wellness Committee
Chair: Vice Chair:
Members: Senator Arnold, Senator Baker, Senator Castleberry, Senator Curtis, Senator Killian, Senator Waddle

5. Information Resources and Technology Committee
Chair: Vice Chair:
Members: Senator Cole, Senator Marrs, Senator Vorpahl, Senator Wheelbarger

6. Alumni and Community Service Committee
Chair: Vice Chair:
Members: Senator Bhargava, Senator Dumas, Senator Hogan, Senator LaFave, Senator Tadlock

Senate Special Committee Reports and Membership
1. Ad Hoc Committee: Transportation and Security Fee
Chair: Senator Rogalsky
Members: Senator Bhargava, Senator Cole, Senator Tadlock

Unfinished Business

New Business
Communication with Constituents Discussion-President Terrell shared a few things the Executive Committee discussed and intends to continue for regular communication; however, the message is more general to remind people about the Staff Senate and encourage them to visit the website for meeting dates, agendas, minutes, list of Senators to contact, and how to submit items for the Senate to consider:
  Broncho Beat Article
  Centralities Submission monthly
  Up-To-Date Website

President Terrell opened the floor to discussion

Several suggestions were brought up with how to possibly best communicate. One suggestion was to create an email list within the division, if one does not already exist. Another suggestion was to communicate within the division based upon what committee the senator served on. Another suggestion was to rotate who sent out emails among senators within the division. The role of the Webmaster/Historian was brought up, and it was discussed that it would be the responsibility of this office to communicate to the University as a whole.

During discussion about having a booth at the Faculty/Staff Expo hosted by Human Resources in October, Senator Hogan made a motion to approve this. The motion passed.

Other suggestions that will be looked into moving forward:
- Getting the Minutes out earlier so that they can be shared to constituents
- Creating a Tracking System on the website for Bills, Proposals, and Resolutions.
- Information about Staff Senate made available during New Employee Orientation.

**Announcements for the Good of the Order**

Faculty/Staff Campaign it is not about the amount donated -- all gifts are important. What is more important is that you give because it exemplifies the collective power of the university.

Three ways to give – one-time gift for check or cash, payroll deduction for reoccurring gifts, and online for credit card gifts:
http://www.uco.edu/foundation/fac-staff/Make-a-Gift-.asp

**Adjournment**

President Terrell adjourned the meeting at 3:15 p.m.

Respectfully Submitted,
Secretary/Treasurer—James Powers