III Staff Senate of the University of Central Oklahoma
Minutes from Tuesday, December 6, 2016
Forensic Science Institute Room 106

Call to Order
President Baird called the meeting to order at 2:03 p.m.

Roll Call

Senators Absent (9): Senator Button, Senator Dumas, Senator Goad, Senator Hull, Senator Jones, Senator Killian, Senator Mankin, Senator Morris, Senator Vorpal

Recognition of Visitors
Clinton Moore, son of Senator Moore

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

Special Order of the Day
Guest Speaker, Dr. Myron Pope, Vice President of Student Affairs. Dr. Pope distributed paperwork with enrollment information regarding past students. He discussed retention and creative ways to serve our students from the Oklahoma City metropolitan area. He discussed the importance of establishing relationships with current students and also establishing success coaches for our at risk or freshmen students. He also talked about recent election results and how that might impact the state’s higher education budget. He closed his presentation with a question and answer session.

Senate Executive Committee Reports

President Baird:
President Baird announced that there will not be a guest speaker in January. Guest speaker in February will be Vice President Dr. Mark Kinders. Staff Senate Executive Committee did not meet with President Betz and Vice President Neuhold this month. President Baird reminded senators of his email to the senate about bills and proposals.

**Vice-President Renteria:**
VP Renteria was not able to attend the past Faculty Senate meeting. However, Faculty Senate will be presenting the diversity resolution to be introduced to Staff Senate at this meeting.

As of this morning, the Staff Senate has reviewed 4 issues. Two bills were killed in committee; 1 resolution has been approved; and one bill is still in committee.

VP Renteria reminded senators that committees are highly encouraged to discuss among their members any issues within the purview of their committee. Committees do not need a bill to be introduced to the senate to discuss issues within the committee and can pursue issues based on what members are experiencing or are hearing from their representatives.

**Secretary/Treasurer Duke:**
Secretary/Treasurer Duke gave no report, but announced she would be presenting a bill in new business.

**Reporter/Historian Tozer:**
There have been minor updates to the Staff Senate website, Reporter/Historian Tozer has changed the 16-17 senator page; she also still needs pictures for all senators. The group photo with President Betz is now on the main page. There are no updates on the list serve at this time.

**Parliamentarian Powers:**
Per Staff Senate bylaws Article VI Section 2.1.2, when your committee decides to act on a bill, either by introducing it for a vote or killing it, the chair of the committee must inform the sponsor(s) of the bill prior to the committee taking action.

**University-Wide Committee/Representation Reports**

1. **University Planning Council**  
   Senator Baird  
   The council met in November and discussed the strategic enrollment goal for UCO. How many students should UCO have? The legislators expect 20,000 students, the deans have asked for 12,000. President Betz spoke about that issue in the meeting. On one hand, we have to find the right balance between enrollment and resources, and on the other hand, we cannot abandon our mission. No decisions were made at that time, discussions are ongoing.

2. **Communicator’s Council**  
   Senator Jackson-Hardwick  
   The UCO website redesign is still ongoing, it will be more streamlined. If you have any marketing materials, communicator’s council and university relations would like to review
before they are published. Scholarships should be on line by December 19th. UCO will be re-launching the blog in the spring. Press releases need a two week notice per university relations.

3. Healthy Campus Leadership Team
Senator Curtis

Met on November 10th. The Leadership team divided into 4 committees; Senator Curtis is on the employee wellness committee; she was asked for her input introducing an employee wellness program to the senate. This program could allow employees to work out for 2 hours per week on the clock. In the fall semester of 2011 GET EM was implemented. There are currently 12 active GET EM classes. Facilities management does also allow that time for their staff, but is not involved in GET EM. Some supervisors typically say no to any optional activity. There was a discussion on logistics. Would every employee that wanted to participate need to go through an orientation? How would workout time be monitored? There is a new logo for healthy campus. There are healthy snack stickers on healthier items in vending machines throughout campus. Also marking items in the food court. Chartwell’s revised their menu, allowing healthy campus to put their stamp on healthy choices. One part time counselor now has an office in an apartment in housing. The Broncho trails will be marked with healthy campus logos.

4. Committee for University IT Project Prioritization
Senator Dumas

Senator Dumas absent, no report.

5. National Alumni Board of UCO
Senator Morris

Senator Morris absent, no report.

6. Committee on Diversity
Senator Renteria

HR shared demographics on faculty and staff percentages compared to the Oklahoma City Metro Statistical Area and our student population. Data show that UCO’s faculty and staff percentages are below for underrepresented groups, specifically African American and Hispanic. Additional conversations to follow. There were four Campus Conversations on Social Issues that were scheduled. Information gathered will be discussed at the next meeting once the report is assembled.

7. Legislative Update
Senator Butler

UCO is not alone in budget woes. President-elect Trump has not given any indication of higher education as part of his platform. Federal funding is unclear. On January 20th, not one of their items is on the agenda. On the state level, there are 10 new legislators and the legislature is republican heavy. The sales tax increase on the ballot did not pass and there is anticipated conversation about K-12 instead of higher education at the state level. There will be a voter forum on January 20th, more information will be in future centralities.

Senate Standing Committee Reports and Membership
1. **Constitution, Parliamentary Procedure, and Elections Committee**  
   Chair: Senator Powers  
   Vice Chair: Senator Rogalsky  
   Members: Senators DeBoard, and Moore  
   Report: Met on November 15th and discussed what to do for the upcoming staff senate election.

2. **Communications Committee**  
   Chair: Senator Tozer  
   Vice Chair: Considering at the next meeting  
   Members: Senators Hsu, Jackson-Hardwick, and Wullstein  
   Report: Did not meet, no report.

3. **Personnel Policies and Compensation Committee**  
   Chair: Senator Mankin  
   Vice Chair: Senator Shortt  
   Members: Senators Evans, Goad, LaFave, Motley, Peck, and Vaughn  
   Report: The committee met and discussed the Leave Share Program and a proposed change to the current policy (#6 – concerning pregnancies/FMLA Leave/Paternity). There was group discussion and Senator Vaughn will sponsor the bill and try to get something together for the Staff Senate meeting on December 6, 2016. Senator Mankin will write up something to present to Staff Senate also concerning a UCO Dress Code. The remaining two items – UCO CARES and Motorcycles – Permits/Parking were tabled until the next meeting.

4. **Staff Development and Wellness Committee**  
   Chair: Senator Curtis  
   Vice Chair: Senator Castleberry  
   Members: Senators King, Waddle, Weathers, and Young  
   Report: The only item on the Agenda was to discuss writing a Bill for an Employee Wellness Policy. Enrollment Management has been doing their own program since 2011. Other departments on campus have followed suit, but not every department knows this is available. The consensus was to gather more information by contacting Enrollment Management to see how they began and any approvals they had to get.

   There was discussion that our next meeting would be during Finals Week and would not be well attended. A decision to cancel or post-pone will be forth-coming.

5. **Information Resources and Technology Committee**  
   Chair: Senator Button  
   Vice Chair: Senator Vorphal  
   Members: Senator Hagy  
   Report: Senator Hagy stated that they did not all meet during November, they are working as a group, more information to come.
6. Alumni and Community Service Committee
   Chair: Senator Hogan
   Vice Chair: Senator Dumas
   Members: Senators Butler, Hull, Killian, and Morris
   Report: Did not meet, no report.

Unfinished Business
   None

New Business

1. Resolution: Senator Moore introduced a resolution to be voted on during the January meeting.


Announcements for the Good of the Order
   Senator Wullstein announced that the OIT department is reviewing a new feature in Office 365 called teams; it is cloud based. They are asking for committee participation; please let her know if you are interested. There will be 3 to 4 meetings testing this feature and giving feedback. President Baird added that he will choose someone if no one volunteers.

   Senator Castleberry reminded senators to sign up through UConncet to receive their W-2 forms electronically. This will be a cost saving measure for UCO.

Adjournment
   President Baird adjourned the meeting at 3:34 pm.

Respectfully Submitted,
   Secretary/Treasurer—Cheryl Duke