Call to Order
President Renteria called the meeting to order at 2:13 p.m.

Roll Call


Recognition of Visitors
Victor Quezada – U Central News
Jerry Legere-Emeritus Faculty/Staff Association
Dr. Guillermo Martinez Sotelo-representative for Faculty Senate
Dr. Sanjeeva Gamagedara-Assistant Professor of Chemistry
Dawna Terrell – Former Staff Senator
Charlotte Waddle – Former Staff Senator

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

Special Order of the Day
Guest Speaker: Dr. Don Betz, UCO President

President Betz talked about the state budget given the OK Supreme Court decision. There could be a rescission of approximately $1.3 million in October. UCO has been able to absorb previous shortfalls with cost savings; however there was a credit shortfall for the fall. The University is altering the way it addresses budget shortfalls and will reconcile budgets with revenue after fall numbers are certain. The University will be reevaluating programs and revisiting “stop-doing” and looking at unfilled positions. President Betz reiterated that our state’s future requires higher education. He said UCO finds itself in a unique situation of being underfunded and yet over performing. One example is the national recognition of the Black Male Initiative by AASCU. He
said many of these efforts are the result of a collaboration of faculty and staff with our students. He said he is very excited about the acclaim our programs receive.

NCUR is coming in April 2018. President said Provost and many others are working hard to make this premiere showcase for undergraduate research a success. UCO has raised more funds from outside funds for this conference than any other previous host institution.

President Betz has been appointed to the Regent’s Task Force on the Future of Higher Education. The purpose of this committee is to rethink higher education in Oklahoma. Dr. Betz is the chair of the Academic Program Innovations and Online Education subcommittee. He said the group’s task is to rethink the way programming can be delivered. He said the reality of distance education must be addressed. UCO is listening and is determined to be part of the solution.

President Betz thinks the university’s future is challenging but bright. He believes this is a pivotal point and the quality of our staff sends messages about what is important to us. Students are important: their development, their success, and how we handle our shortcomings. Our job is to maintain the culture of hard work to help our students succeed. President Betz said we are in a period of great physical expansion. He commented that none of the funds to build new facilities are E&G funds. Funds are raised from outside sources and by student fees saved for this purpose. President Betz answered questions on Senators regarding NCUR, the impact of the cigarette tax being ruled unconstitutional, and the announcement of the termination of the Deferred Action for Childhood Arrivals (DACA) program.

**Senate Executive Committee Reports**

**President Renteria:**

The Executive committee met with President Betz and VP Neuhold on August 16, 2017. We discussed the fall forum participation of Staff Senate and possible promotional items needed. The UCO Compensation project will be presented to the President’s Cabinet in September (rating structure and definitions). Once the cabinet reviews it, it will be shared with Staff Senate for feedback. VP Neuhold mentioned the budget process for FY 19 has already begun.

The Executive Committee met to discuss and approve appointments for the remaining vacant faculty seat to be voted during meeting. Senator Goad resigned; the available seat is for a 1-year term; there are now three vacant seats for Academic Affairs. A request was received for a Staff Senate representative for the Employee Wellness Committee. President Renteria requested a volunteer. The Telework Policy response was sent to VP Neuhold. The next Joint Council meeting with Faculty Senate and UCOSA is scheduled for September 12. President Renteria commended the chairs for their leadership with getting the committees up and going.

**Vice-President Butler:**

Committee reports, including University-wide committee reports, will be saved on the shared drive the Wednesday prior to the general meeting, the last Wednesday of the month, by the beginning of the business day at 8:00 a.m. Senators will notify the President, Vice President and
Secretary of the submission via email. Senators will report and document committee attendance, the general committee meeting minutes may serve as a template. Committees are encouraged to organize their folders on the shared drive for succession planning and streamlining of information. Feedback templates were created as a guide for committees to reference reviewing or providing feedback on legislation. The bill assignment spreadsheet is updated in each committees’ folders on the shared drive.

Secretary/Treasurer DeBoard:

Reminded Senators that committees are expected to submit a written report each month. These reports can be uploaded to the appropriate folder in the Staff Senate Shared Drive or emailed to Senator DeBoard. Reminded Senators that desk plates are available for check out.

Reporter/Historian Tozer:
No report.

Parliamentarian Powers:

Attendance Policy—Article II Section 5, 5.5 Senators may not have more than three (3) consecutive unexcused absences from Senate meetings and/or Senate committee meetings, or a total of six Senate and/or Senate committee meeting per term year. Per SSR 2014/2015-003 “A Senator’s absence from Senate meetings shall be excused if and only if it falls under one or more of the following categories as defined by UCO Human Resources: FMLA Leave, Funeral Leave, Jury Leave, Military Leave, and Voting Leave. A Senator’s absence from Senate committee meetings may be excused by the chairperson of the committee for any reason.

Rules of Debate—Speech Limit from Robert’s Rules—“may speak in debate twice on any debatable motion on the same day. Each time, you may speak for up to ten minutes.”

a. “If you are the maker of the motion, you have a one-time right to preference in speaking about it.”

b. “Second, although everyone may speak twice on the same motion on the same day, someone who has not yet spoken on it even once has preference over anyone who has already spoken on it.”

c. “Third, when the chair knows that persons seeking the floor have opposite opinions on the motion, he or she should try to alternate between speakers who favor and those who oppose a proposal that is being debated.”

If anyone has questions, or would like to read up on Robert’s Rules, contact Senators Powers. He still has two copies of the Rules that have not been checked out.

University-Wide Committee/Representation Reports

1. University Planning Council

President Renteria reported UPC met on August 11, 2017. The tuition waivers budget was presented. The budget was flat; however, there was a 7% increase for Athletics to cover commitments. To balance the budget, there was a 20% reduction across the rest of the areas.
UPC approved minor word changes to the pillars and strategic goals. The Higher Learning Commission (HLC) report was successfully submitted. There was a discussion regarding a single-source repository to collect evidence for the 2021 accreditation report.

2. Communicator’s Council
Senator Curtis

The Communicator’s Council will meet on September 6, 2017. The committee report will be emailed to Staff Senators prior to the October Senate meeting.

3. Healthy Campus Leadership Team
Senator Wellington

No report

4. Committee for University IT Project Prioritization
Senator Button

CUIT reviewed 89 proposals. Noted possible implementation of key card access across campus.

5. National Alumni Board of UCO
Senator Ramsdell

No report

6. Committee on Diversity
President Renteria

The committee met on August 9, 2017. Committee discussed campus conversations series for the fall. A proposal was presented for the establishment of a subcommittee to focus on equity in student outcomes. The committee was briefed on the changes to the Faculty Handbook to restore the requirement that professional hiring committees reflect multiple forms of diversity. There are ongoing discussions regarding diversity within the core curriculum. A brochure for faculty and staff associations has been created for faculty and adjunct orientations and will be made available for new employee orientation sessions. The faculty and staff associations reported about summer events and upcoming fall events. A reminder was shared that the Campus Events Access Policy statement should be included on all event announcements.

7. Oklahoma Legislative Update
Senator Butler

The Oklahoma Supreme Court overturning the cigarette tax. The greater state budget will be reevaluated.

8. Oklahoma Higher Education and Insurance Group
Senator DeBoard

No report

9. Business Continuity Oversight Council
Senator Button

This group did not meet in August.

Senate Standing Committee Reports and Membership

1. Constitution, Parliamentary Procedure, and Elections Committee
Chair: Senator Powers
Vice Chair: Senator Duke
Members: Senators Daro, Duke, Powers
The committee decided on when to hold our monthly meetings. Decided that would not hold special elections for the vacant seats in Academic Affairs (3) nor Student Affairs (1). The committee recommends that these seats be appointed by President Renteria to be presented to the Senate for confirmation, according to Article III Section 1 Non-Divisional Movement Vacancies. However, given that this is the second year in a row that a newly elected Senator resigns before their 3-year term begins, the committee will look at amending the By-Laws to address this. We are also going to be looking at the By-Laws to see what other changes may need to be brought forth. We know that the changes that were made to the Officer Elections last year presented challenges for other sections of the By-Laws. If anyone has suggestions about changes to the By-Laws or Constitution, please feel free to reach out to any of our members.

2. Communications Committee
   Chair: Senator Tozer
   Vice-Chair: Senator Weathers
   Members: Senators Curtis, Provine, Tozer, Weathers

   The committee reviewed activity worksheet and made edits. Looked over file for each area that contained the master list of names/department/emails of employees that senators represented and made suggestions for edits/additions.

   Senator Curtis will serve as the Staff Senate representative for the Communicator’s Council.

   Given the monthly timeframe (the first Wednesday of every month) that the Communicator’s Council meets, the report from their proceedings will be distributed to senators via email shortly thereafter.

3. Personnel Policies and Compensation Committee
   Chair: Senator Shortt
   Vice Chair: Senator LaFave
   Secretary: Senator Bieri
   Members: Senators Bieri, Caldwell, Crouch, Hocking, LaFave, Martucci, Shortt, Vaughn

   The committee met to discuss the chair, vice chair. The committee also met a couple of times to review and provide feedback for the Telework Policy. The committee is continuing to look at tuition waiver as an issue.

4. Staff Development and Wellness Committee
   Chair: Senator Castleberry
   Vice Chair: Senator Wellington
   Members: Senators Campbell, Castleberry, Hagy, Jones, Wellington

   The committee met and discussed issues that they wanted to work on in the coming year. The committee discussed having representatives from other departments attend committee meetings so that members could gain input on proposals before they present to the Senate.
Next committee meeting is October 6th and the guest will be Josh Stone from Parking and Transportation.

5. **Information Resources and Technology Committee**  
Chair: Senator Button  
Vice Chair: Senator Moore  
Members: Senators Button, Mankin; Moore

Senators Button, Mankin and Moore communicated via email to establish the Chair, Vice Chair and CUIT Representative for the IRT Committee.

Senator Button attended the CUIT meeting of 08/15/2017 and took notes for the CUIT report.

Senator Provine approached the IRT Committee to suggest that Committee meetings might include himself and others from the Office of IT, and that Committee members might visit the Office of IT for these meetings. The IRT Committee intends to follow up with this opportunity.

6. **Alumni and Community Service Committee**  
Chair: Senator Haggerty  
Vice Chair: Senator Jackson-Hardwick  
Members: Senators Haggerty, Jackson-Hardwick, Liskey, Peck, Ramsdell

The committee met to discuss chair, vice chair, and committee representatives. Committee members tabled for the Fall Forum. Senator Haggerty met with President Renteria and Vice President Butler. The committee will be putting together a list of promotional items for additional tabling events.

**Unfinished Business**  
None

**New Business**

Senator Renteria nominated Sanjeewa Gamagedara for the open faculty representative seat. Dr. Gamagedara spoke to the Senate. Debate followed. Motion passed.

**Announcements for the Good of the Order**

Senator Mankin noted that September is “Steptember.” Staff are encouraged to get 10,000 steps per day.

Senator Button noted that public speaking is important and commented that many senators are effective public speakers.
Guillermo noted that Hispanic Appreciation month is in September. DACA support event happening on 9/13 at 11:00am.

Communications Committee exercise for committees to assist them in more effectively communicating with their constituents.

Adjournment
President Renteria adjourned the meeting at 3:36pm.

Respectfully Submitted,
Secretary-Treasurer DeBoard