Call to Order
President DeBoard called the meeting to order at 2:02PM.

Roll Call
33 Active Senators


Recognition of Visitors
Jerry Legere – Emeritus Faculty Association

Approval of the Minutes
The minutes were approved as distributed.

Special Order of the Day
Patti Neuhold, VP of Finance
VP Neuhold gave an overview of the University’s fiscal situation. For FY19, the budget was balanced without the use of one-time funds. This was achieved by decreasing operating costs, increasing tuition, and decreasing expenses. Neuhold stated that the primary objective of the University is to protect jobs, classrooms, and to be sensitive to affordability. The student activity fee was increased by 25 cents per credit hour (to fund athletics: scholarships, equip, staff) academic advisement for athletics. A $2.00 per/credit hour technology fee was approved for IT to secure UCO’s technology infrastructure. The increased the tuition waiver benefit brought forward by Staff Senate and Faculty Senate resulted in moving the benefit from a fixed dollar amount to a credit hour amount and allotted for 8 hours of tuition per employee per academic year. 22% of the University’s operating budget is from the state. Ten years ago it was 50%. The President and the Cabinet prioritize the mission of the university. They want to put mission before budget not budget before mission. The Cabinet is currently developing a people
strategy for the University encompassing compensation, benefits, and hiring. A cost of living increase is a high priority.

**Justin Mankin, Director of Benefits**

Ms. Mankin gave an overview of expected benefit changes for 2019. Benefits mean comfort and protection to people, and HR doesn’t take change lightly. For the past year, HR has have been modernizing our benefit plan. Previously, the University was part of a consortium for benefits purposes. UCO officially separated from that consortium on July 1st and UCO is creating its own benefits plan. UCO is remaining with Blue-Cross/ Blue-Shield Oklahoma (BCBSOK) and will continue to be self-funded. Dental coverage is changing from Delta Dental to dental with BCBSOK. Voluntary benefit plans are moving from All-State to Harford and will be richer with lower-cost options. Voluntary plan choices will increase from 6 to 15 plan options. Other changes included introducing a Health Savings Account for eligible high deductible health insurance plans. The University will be contributing in addition to your own contribution. VSP plan will be remaining for vision insurance but a new plan will allow contacts and glasses in the same year. Affecting the price of dependent coverage to lower the cost to cover family and loved ones. Zero Card negotiations are still ongoing. Open enrollment will begin early October. Information will be pre-released via new communication strategy.

**Jakey Dobbs, Professional Development Specialist**

Ms. Dobbs gave an update on LUO. The application is open until 5pm on 8/8/18. Ms. Dobbs asked for Staff Senate input on the LUO Capstone project. LUO will present their findings to cabinet and staff senate. Past capstone projects included: a staff mentorship program Staff Senate has been involved in this collaboration with HR and this LUO program over the past 3-4 years.

**Senate Executive Committee Reports**

**President DeBoard:**

The Executive Committee met to discuss and approve appointments for the Webmaster/Historian and Parliamentarian positions. With approval of the executive committee, Senator Baird was appointed as Parliamentarian and Senator Haggerty was appointed as Webmaster/Historian. The executive committee also approved committee assignments for 2018-19. The Senate has four open seats. The CPP&E committee is currently conducting a Special Election for the vacant IT seat. The vacant Mixed Division seat drew no nominees during the last general election. Nominations will be opened to staff who have been employed for fewer than 6 months. If nominees are found, a special election will be held. If there are no nominees, per the Staff Senate Bylaws, that seat will remain vacant for the 2018-2019 year. The two vacant Academic Affairs seats will be filled by appointment. Those appointments, Michael Willis and Sarah Combs, will be voted on today as part of our New Business.

The newly elected executive committee met with President Betz and VP Neuhold on July 25 to discuss the vision of the Senate. We discussed continuing our efforts to improve communication with the staff, continuing to work on important issues to staff, and serving the staff through participation on campus. Betz and Neuhold were encouraged by our vision. Betz commented that
the Staff Senate was created to give staff a more formal voice at the institution. He noted that he wants input from staff and the Staff Senate. He requested that we ask for clarification when needed. VP Neuhold provided information on the FY18 budget and upcoming budget year. The Administration response to the Gender Inclusive Restroom Initiative is being drafted.

Late in FY 2018, the Administration responded to the Employee Tuition Waiver Benefit Proposal. As several Senators noticed, the response indicated that the newly defined benefit would pay the equivalent tuition amount of up to 8 undergraduate hours per staff member, per academic year. Student taking graduate level courses will have their benefit calculated at the undergraduate rate and that amount will be applied toward their graduate tuition charges.

2018-2019 committee assignments were emailed with today’s agenda. Committees should plan to meet today at the conclusion of the regular meeting. The goals should be to select a chair and schedule your first regular committee meeting. Committees should email Secretary Campbell and notify her of their chair selection. Committees who have not selected a chair by September 1 will have a chair appointed. Committees are where the bulk of Senate business is conducted. The earlier a committee begins to meet and identify potential issues the more success they will have in advancing legislation that addresses those issues.

The Executive Committee met and discussed Senate participation on University Wide Committees.

**Vice-President Liskey:**
- Outstanding documents: SSB2017-2018-001 still in review in PCCC

**Secretary/Treasurer Campbell:**
- Staff Senate name plates are available for checkout. See Senator Campbell for details.

**Webmaster/Historian Haggerty:**
- Shared that the drive for Staff Senate has been updated and access has been given to new Senators. Sept 4, full staff senate photo taken with President Betz at 2:00. Sept 5- headshots for those who like to have a new one for recognition. 10:00am-12:00pm in the Communications Building Room108, no orange or white- professional dress is best. Please review the website as it is updated. Email any additions/corrections.

**Parliamentarian Baird:**
- Committee work: general session is formal. CW should be informal if things are working well. If things break down, install some structure. Meet monthly and report out each meeting. Even if you didn’t meet, needs to be officially on the records. Review the committees’ end of year report from the previous year for a starting point. If overworked, reach out to Parliamentarian Baird or assistance.

**University-Wide Committee/Representation Reports**
1. University Planning Council  
   No meeting no report  
   
2. Healthy Campus Leadership Team  
   No Meeting; No Report Wellington  
   
3. Committee for University IT Project Prioritization  
   No Meeting; No Report Button  
   
4. Committee on Diversity  
   No formal appointee, Past Pres: will meet tomorrow  
   
5. Oklahoma Legislative Update  
   
6. Employee Wellness Committee  
   Senator Wellington reported that this committee has dissolved.  
   
17. Transportation and Parking Committee  
   No meetings scheduled until fall semester.  

Senate Standing Committee Reports and Membership  

1. Constitution, Parliamentary Procedure, and Elections Committee  
   Chair: Senator Baird  
   Vice Chair:  
   Members: Senators  
   
2. Communications Committee  
   Chair: Senator  
   Vice-Chair:  
   Members:  
   
3. Personnel Policies and Compensation Committee  
   Chair: Senator  
   Vice Chair:  
   Members:  
   
4. Staff Development and Wellness Committee  
   Chair:  
   Vice Chair:  
   Members:
5. Information Resources and Technology Committee
Chair:
Vice Chair:
Members:

6. Alumni and Community Service Committee
Chair:
Vice Chair:
Members:

**Unfinished Business**

None

**New Business**

1. Confirmation of appointments for the vacant Academic Affairs seats
   This item will be pushed to Sept as appointees have not confirmed acceptance.

**Announcements for the Good of the Order**
1. Official 2018-2019 calendar has been published. Senators should note that Winter Break has been expanded to 2 full weeks.
2. Fall Forum is August 14 at 9am. The senate will have a table by the Alumni Committee. All senators are encouraged to attend.

**Adjournment**

President DeBoard adjourned the meeting at 3:05PM and dismissed to committees.

Respectfully Submitted,
Secretary-Treasurer Campbell