Call to Order
President DeBoard called the meeting to order at 2:03PM.

Roll Call


Recognition of Visitors
Jerry Legere – Emeritus Faculty Association
LUCO 2019 Members:
Cassidhe Walker, Jeff Lockwood, Steph Rogers, Cassie Murphy, and Michael Liddiard

Approval of the Minutes
Minutes were not approved as presented and will be represented at the March general session.

Special Order of the Day
None.

Senate Executive Committee Reports

President DeBoard:
The Executive Committee met with President Betz and Vice-President Neuhold on January 16. The spring shortfall is approximately $1.3 million. Credit hour production is down 2.6% from last spring. This is better than the expected. The President and Cabinet are working to fill the gap. Colleges have submitted their Academic Service Fee requests for FY2020. All colleges are requesting flat or decreased fees.
The OSRHE held a Legislative Luncheon at UCP on December 19. Higher Ed appropriations are currently at 1998 levels. The OSRHE budget request would bring Higher Ed back to 2008 levels by 2024. This is intended to be a realistic budget request. UCO will send representatives to the capitol for approximately ten consecutive Mondays during this year’s legislative session.

The President issued his response to SSP 2018/2019-001; Campus Expression Policy Revision. The President accepts the proposal and has approved its implementation, effective January 1, 2019.

Vice-President Neuhold has approved funds to purchase a laptop for the Staff Senate.

Lisa Haque has resigned from the Senate. Her Operations Division seat will be filled in the upcoming general election.

The Assistant Vice-President for Operations requested Staff Senate representation on the Interview Committee for the Director of Transportation and Parking Services. I will fill that role.

**Vice-President Liskey:**

Faculty Senate update given by President DeBoard: The Faculty Senate is approaching the end of their working year. The President urged Committees to have legislation ready for introduction at the February meeting in order to avoid suspending the rules. Faculty Handbook Editorial meetings resumed in January. The Senate debated and passed two pieces of legislation: The Tenure and Promotion Taskforce Recommendations and the Faculty Senate Representation on University Assessment Committee Proposal.

**Secretary/Treasurer Campbell:**

The Secretary will be out on maternity leave for the month of June. A one-month volunteer secretary is needed. Please contact Secretary Campbell if you are interested.

**Webmaster/Historian Haggerty:**

No Report.

**Parliamentarian Baird:**

No Report.

**University-Wide Committee/Representation Reports**

1. **University Planning Council**

   President DeBoard
UPC did not meet in January. The next meeting is scheduled for February 18.

2. **Committee for University IT Project Prioritization**  
   Senator Button  
   No report.

4. **Committee on Diversity**  
   Senator Retéria Mendoza  
   The committee met January 9. The committee discussed the progress of the Diversity Initiative Inventory, which is scheduled to go out in January. This process is part of the campus-wide Diversity Planning Process. The committee has organized a series of focus group discussions to gather feedback from the campus community regarding diversity and inclusion efforts. UCO will be hosting the Oklahoma City Black Chamber of Commerce networking breakfast on February 5. TRIO Student Support Services programs are currently recruiting students. If you know any students who are first-generation, low-income, and/or students with disabilities, please refer them to the SSS office located in the 3rd floor of the Library (LIB 315A). Human Resources has developed two online modules to provide a list of resources and opportunities for engagement for new employees as they complete orientation. The committee will meet again on February 13.

5. **Oklahoma Legislative Update**  
   Senator Botello  
   Oklahoma’s 2019 legislative session kicked off yesterday. Lawmakers have four months to pass legislation until the final adjournment deadline of May 31, 2019. The Cabinet, Executive Leadership Program members and Public Affairs staff attending the Governor’s State of the State Address on February 4, 2019.

   Governor Stitt started the address stating that he wants to work with the Legislature to make Oklahoma a top 10 state. He discussed bringing a diverse group of people from across the state to serve in critical leadership roles. He discussed putting metrics in place to measure success of agencies and holding them accountable for delivering results. His proposed budget holds most agencies’ appropriations flat. The budget proposes $258.7 million in new spending, which includes $95 million for common education, with the majority of that earmarked for another round of teacher pay increases and recruiting bonuses.

   The only mention of higher education was the Governor’s statement that he would sign into law any legislation that seeks to break down the silos between common ed, career techs and higher education, to better align the education experience for Oklahoma’s children.

   If you are interested in more information, please visit:  
   https://sites.uco.edu/central/leadership/public-affairs/legislative-toolbox.asp  

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**Senate Standing Committee Reports and Membership**

1. **Constitution, Parliamentary Procedure, and Elections Committee**
Chair: Senator Baird  
Vice Chair: None  
Members: Senators Baird, Clavin, Daro, and Wimmer

Met on January 31. Legislation reviewed:

a. Election Tie Breaker Amendment  
   i. Review and prepare for debate  

b. Committee Structure/Focus  
   i. Further discussion  

c. 2019 Elections  
   i. Discuss open seats  
   ii. Review formatting

2. Communications Committee  
   Chair: Senator Haggerty  
   Vice-Chair: Senator Duke  
   Members: Senators Duke, Haggerty, Ramsdell, and Smith

   Met via email throughout the month of January. Summary of the meeting: Each member was tasked with reviewing the Staff Senate webpage, then reporting possibly changes and updates. The goal is to make the SS webpage more user-friendly and entice more people to visit our page.

3. Personnel Policies and Compensation Committee  
   Chair: Senator Bieri  
   Vice Chair: Senator LaFave  
   Members: Senators Bieri, Caldwell, Dobbs, LaFave, Martucci, Platt, and Seigman

   Met on January 31. David Herd, with HR compensation, came to our committee meeting to discuss the current salary increase policy and answer questions we had in relation to creating a bill.

   The Salary Increase Policy was reviewed by cabinet and approved at the beginning of 2019. David explained the current Point Factor method their department has implemented to determine market values of current UCO jobs. Each VP receives a monthly report of turnover in their division along with numbers of how far away positions in their area are from the market value.

   We discussed presenting a cost of living increase. David pointed out that a cost of living increase would be across the board including faculty. It also would not affect the issue of employee’s percent of fair market value. (i.e. some people are paid 75% of their market
value, some 85% and some more, increasing salary by 1% across the board doesn’t not help get everyone closer to the same percentage.)

David stated that the immediate need is to bring everyone who is not at the 85% of market value up to that, then work on raising that percent as a whole. David will be getting our committee numbers on how much would a 1% increase across the board be compared to how much it would be to get everyone up to the 83-85% of fair market value.

Tabling our discussions for the Staff Award for next committee meeting.

4. **Staff Development and Wellness Committee**
   Chair: Senator Button
   Vice Chair: None
   Members: Senators Botello, Button, Vaughn, and Wellington

   Met on January 8. Summary of the meeting: Carlie Wellington discussed the current policy regarding Staff working Adjunct Professor positions. Changes to this policy two years ago has prevented some staff from continuing Adjunct Professor work. Shelby Button discussed this issue with several colleagues, and it seems that this policy does have an impact in staff decisions. Roberta Botello provided a document outlining the current policy.

   Carlie Wellington is the representative for the Healthy Campus University Committee. This committee did not meet in January and has no report.
   Kelly Vaughn is the representative for the Employee Wellness Committee. This committee did meet in January and there is a report.
   Shelby Button is the representative for the Business Continuity Council. This committee did not meet in January and has no report.
   Shelby Button is the representative for CUIT. This committee did not meet in January and has no report.

5. **Information Resources and Technology Committee**
   Chair: Senator Moore
   Vice Chair: None
   Members: Senators, Gamagedara, Moore, and Shortt

   Met via email throughout the month. Committee has been discussing over email two issues: the timeliness/process of getting software approved for use in the classroom and other areas and employee expectations of privacy over emails. We are still in the investigation phase of both of these issues and will likely have more to report at the next meeting.

6. **Alumni and Community Service Committee**
   Chair: Senator Jackson-Harwick
Vice Chair: Senator Provine
Members: Senators Huff, Hunter, Jackson-Hardwick, Provine, and Stephens

Met on January 15.

a. Lauri Monetti shared with the group the work of the UCO Alumni Association and the events they host. Over 800 faculty and staff at UCO are UCO Alumni. We discussed with her ideas on how to engage this group with the Alumni Association.

b. Finalized swag purchases for Forums. Discussed additional ideas for future events. Also discussed who would be at the Staff Senate table at the Spring Forum.

c. Discussed Senator Baird’s questions for the committees.

Unfinished Business

SSA 2018/2019-002 Breaking Election Ties:

Presented by Senator Baird to push ties to voting members of Staff Senate Executive Committee, if unresolved there; goes to President of Staff Senate. No debate ensured. The amendment passed

New Business
None

Announcements for the Good of the Order
1. We need volunteers!!! On February 27th from 2:00-3:00pm the University of Central Oklahoma will host presidential historian, Pulitzer Prize-winner, and contributor to TIME and The New York Times Book Review Jon Meacham in Central’s Nigh University Center Constitution Hall. Meacham authored the 2018 book “The Soul of America: The Battle for our Better Angels,” which examines the present moment in American politics and life by looking back at critical times in U.S. history when hope overcame division and fear. The event is free and open to the public, however tickets must be reserved in advance to ensure admission. Following the speaking event, a book signing will take place. Please contact Senator Wimmer at bwimmer@uco.edu for information about volunteering. A special random drawing will take place for those who sign-up to volunteer and will include a few give-a-ways including VIP parking, seats, and books! Thank you!
2. Big Pink announcement from Senator Dobbs: Feb. 25th @ the Wellness Center
3. Employee Conference March 28-29th need student employees- Senator Platt
4. Black History Month Kickoff- Feb. 7th in Ballrooms
5. Staff Senate newsletter- PDF on the Staff Senate newsletter
6. Feb. 27th 2-3pm UCO hosting John Mecham in Constitution Hall, volunteers needed please contact Senator Wimmer

Adjournment
President DeBoard adjourned the meeting at 2:37PM.
Respectfully Submitted,
Secretary-Treasurer Campbell