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

Roll Call
34 Active Senators

Senators Absent (5): Senator Button, Senator Daro, Senator Provine, Senator Rogers, Senator Wellington

Recognition of Visitors
Lawren Krone, LUCO
Cassidy Lad, LUCO
Matt Shawdee, LUCO
Ajsher Shahid, LUCO
Aaron Sterbza, LUCO
Corey Smith, Senator-elect
Jasmyn Scott, Senator-elect
Tom Anderson, Senator-elect
Teresa Delaney, Senator-elect

Approval of the Minutes
Minutes for March were approved as distributed.

Special Order of the Day
Laura Butler- Director of Public Affairs and Leadership
The Public Affairs Office work to represent the university to state and federal congressional legislators through specialized visits, legislation tracking, and by providing the campus community with legislative tools. The large number of new legislators gives UCO new opportunities to tell our story. More than 2800 bills were filed this year. We are down to about 100 that have a higher education component. One of particular interest is a bill focusing on alternate certification of superintendents and teachers. Appears that this bill would permit school districts to certify teachers within their district. School board accreditation for superintendents is also currently on the table. A number of Freedom of Expression bills could impact the ability for institutions to control the time, place, and manner of demonstrations on college campuses.

Current trends in state legislative sessions are college affordability, workforce readiness, and student success. Oklahoma is currently 47th in the nation for higher education funding reductions at -37%. The chancellor’s 2020 budget request presented an itemized budget providing transparency and accountability for higher education. Monies divided into faculty salaries, operational budgets (staff salaries), maintenance, and additional functional support. 67% of jobs in the state will require a long-term certificate or college degree. This state needs more individuals with higher education experience and credentials in order to fill current job openings. 85% of UCO students stay and gain employment in the OKC metro. Public Affairs is hosting an Empowerment for Excellency: Legislative Advocacy Training on April 17 from 11-1:00PM in NUC 326 (Heritage Room).

**Senate Executive Committee Reports**

**Parliamentarian Baird:**
Quasi Committee of the Whole
- A way to informally consider a topic as if we were in committee
- No limits on speaking a number of times
- Minutes aren’t taken
- Motions aren’t binding on the assembly
- Ends when the Quasi Committee of the Whole makes a final report or when it becomes clear that there will be no report

**President DeBoard:**
The Executive Committee met with President Betz and President-Select Neuhold on March 13. FY20 Budget discussions are ongoing. We have an anticipated budget gap in excess of $10 million. This comes from a number of factors including mandatory cost increases and a decrease in credit hour production. The credit hour goal for FY20 is 354,000. That’s down 17,000 from FY19. In 2014, we produced approximately 400,000 credit hours. We don’t know what the state appropriation will be. That will obviously impact the budget process. President Betz and President-Select Neuhold indicated that a wider campus conversation will be needed to help determine how the university will move forward in an era of decreased credit hours.

President Betz is serving on a state policy group that is tasked with finding ways for various educational entities (common ed, career tech, and higher ed) to break down silos that prevent them from working more cohesively. It is a positive sign that UCO has been asked to participate in this effort. President-Select Neuhold and Vice-President Mark Kinders met with The Agency Performance and Accountability Commission to offer collaboration on issues of public
efficiency. Both President Betz and President-Select Neuhold believe that UCO has much to offer in that area.

Since its founding in 2014, this Senate has worked diligently to increase its presence on campus and to ensure that staff have a formal voice with the administration. As our presence and stature have increased the time commitment required of the President has increased. This reality, along with the longtime goal of bringing the Staff Senate into equal stature with the Faculty Senate and with UCOSA, led to a series of discussions with President Betz and President-Select Neuhold. Over the past few months I’ve shared the results of some of those conversations. The Senate now possess a laptop for our use. The Senate now has a recurring budget that can be used to pay expenses associated with our operation and training. These conversations have also turned the subject of compensation. Currently, the Faculty Senate President receives 6 hours of release time per semester. That is to say, they are released from teaching 6 credit hours each semester that would normally be required of them. Correlating release time with a dollar amount is challenging. However, using very conservative figures, 6 hours of release time is at the very least worth approximately $1,400 per month. The figure could be much higher. The UCOSA Executive Committee consists of ten students. Each of these students receives a stipend of $3,000 for the academic year. Staff are obviously different than students and faculty. Release time isn’t a viable option for staff since the nature of staff responsibilities can’t be put on hold for a year. The expectation has always been that Senate work would done in addition to all normal responsibilities. What has changed is the time required for those Senate responsibilities, particularly the time required of the President. To that end, President Betz and President-Select Neuhold have agreed that a stipend of $500 per month should be paid to the Staff Senate President. In the interest of transparency, the Executive Committee requested this stipend beginning in FY20. The President and President-Select felt the stipend should begin earlier and made it effective as of April 1, 2019. I want to have an open conversation about this and in the interest of doing that I would now entertain a motion to go into committee of the whole to consider this issue.

Senator Bieri motioned to enter into quasi-committee of the whole. Seconded by Senator Baird. Committee discussion ensued. When discussion was complete, President DeBoard ended the quasi-committee.

Vice-President Liskey: Senator Liskey
SSR2018/2019-003: Honoring President Betz will be voted on today under Unfinished Business. The Faculty Senate met on March 14 and Parliamentarian Baird attended in my stead, this is his report:
Guest Speaker

- Sonya Watkins spoke about the Huron consulting group’s advice for OIT such as:
  - Structural Reworking
    - New offices/Directors
  - Improve Services
    - Software approval process
- Big projects underway
  - Concur for travel management
  - PayCom for HR management
- Discussed various resources available for Faculty

President’s Report

- Neuhold and Betz to meet with Faculty Senate next session
- Upcoming Elections
  o Senators
  o Officers
- Important Upcoming Proposal
  o Revision to Bylaws and Operating Code: hired Taylor Baird to help draft the new documents for $500 with an eye towards voting on new Governing documents in May

Standing Committees

- Personnel Policies
  o Faculty Compensation bill to be generated by end of year
- IT
  o Bill addressing IT’s access to employee email to be generated by next meeting
- Faculty Handbook
  o Working on language governing how a school becomes a department and vice versa
  o Title IX language: some updates going directly to cabinet rather than through Faculty Senate committee
- Student Relations
  o Commencement vs. Finals Bill: needed further revisions; tabled till next meeting
  o First Read of Campus Sustainability Bill
    ▪ Proposal ‑ UCO is doing well in this area; please continue

New Business

- Freedom of Expression Document distributed; call for feedback prior to meeting with Admin/public forum on April 16

Secretary/Treasurer Campbell: Senator Campbell
If you have a senator name plate and/or name plate with stand and your term is ending June 2019, please return your item during the May or June sessions. If your term is continuing and you would like to maintain your name plate, please send me a photo proving you still have it now through the June session meeting. Please RSVP to the Spring Networking event by Monday, April 15th 5:00PM. Visitors, please sign in before leaving today- thank you.

Webmaster/Historian Haggerty: Senator Haggerty
No report.

University-Wide Committee/Representation Reports

1. University Planning Council President DeBoard
UPC met on March 11. Remington Dean, UCOSA President, gave a report on UCOSA’s work. He noted that the long anticipated Veterans Memorial has been approved. He also reported an
expanded Broncho Barkers program that will build on the work of the very popular Kevin the Greyhound (and handler Alex Russell). UCOSA is also working on a dead week initiative, a legal clinic for students, and a larger voice in any increase of the Student Activity Fee. They also requested that the Athletic Fee be separated from the Student Activity Fee. The Provost gave his Strategic Plan Preview. Thirty-one tenure track positions are needed to bring UCO to the RUSO average of 28:1. It would cost approximately $250,000 per year (new money) for ten years to fill this gap. He reported that renovation of the Santa Fe space is on track. He requested a salary and Tuition Waiver increase for TA’s. He requested $365,000 in order to split the cost (with CeCE) of increased online course and program offerings. This led to a presentation and proposal by Bucky Dodd on the universities expanded online offerings. It would focus on three areas: Offering Adult Learners a path to an online degree program, Graduate programs for working adults, and non-credit “credential” programs designed to help workers advance their careers.

2. Committee for University IT Project Prioritization

Senator Button

The committee did not meet and there was no report.

3. Committee on Diversity

Senator Renteria Mendoza

The committee met March 13. The committee received reports for the first three Diversity Discussion focus group session and is awaiting the fourth report. A subgroup of the committee will be meeting to discuss the reports and create recommendations for discussion by the committee as a whole. The online Diversity Inventory and Survey had received 70 responses at the time of the meeting. The online form will remain open until April 15. The Delta Alpha Pi International Honor Society is taking application for its initiation ceremony. The Zeta Eta chapter is a new organization on campus dedicated to supporting students with disabilities and furthering disabilities issues at UCO. Deadline to apply to be part of the first initiation is March 31. For additional information and criteria, contact Ms. Sharla Weathers at the Disability Support Services office. The committee will meet again on April 10.

4. Oklahoma Legislative Update

Senator Botello

Pending legislation regarding OTRS regarding cost of living adjustments and increases. While it sounds hopeful to see a 2% increase or cost of living adjustment, it is not funded. If legislation advances, will end up in a year-long study. Upside could be for our campus police being able to benefit from the Oklahoma Police Pension and Retirement System. Several gun bills being monitored. Liability if our vendors or other outside entities believe they can carry on campus or have guns in vehicles. UCO fortunate to be a part of a gun coalition that added an amendment to restrict firearms from being carried and transported on college campuses. Bill regarding retainage on certain public contracts and subcontracts, primarily construction projects. Not good for UCO. If subcontractors do not perform and the bond is utilized, the contract work has to start over again. SB361 Prohibits institutions from establishing “free speech” zones. This bill would impede the UCO’s ability to regulate Time, place and manner. For our students their “homes” are in housing, dining halls and the NUC. Could create some real opportunities if our students have protests going on in their “homes”.

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

1. Constitution, Parliamentary Procedure, and Elections Committee
   Chair: Senator Baird
   Vice Chair: None
   Members: Senator Calvin, Senator Daro, and Senator Wimmer.
   Met on March 26, 2019. Legislation:
   a. 2019 Elections
      i. Academic Affairs - Will Andrews, Lindsey Rodgers, Ellen Schmidt, Shay Beezley (2), and Brad Griffith (2)
      ii. Student Affairs - Corey Smith, Jared Scism (2), Jasmyn Scott, and Michael Hendricks
      iii. IT – Tom Anderson
      iv. Faculty Rep – Sanjeeewa Gamagedara
   b. Committee Structure/Focus
      i. Further discussion
   c. Possible Elections Announcement Amendment

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

   Committee did not meet and there was no report.

3. Personnel Policies and Compensation Committee
   Chair: Senator LaFave
   Vice Chair: Senator Bieri

   Met on March 13, 2019. Currently conducting research to bring forth a compensation bill.
   ● We are still working on getting information from the Oklahoma schools we have not heard back from yet. Most information can be from RUSO to fill in gaps, if we need to.
   ● We need to see if RUSO keeps that data in a way that would be beneficial for our purpose. Lauren to reach out to David Herd & look at public records before reaching out to RUSO.
   ● Everyone to keep Lauren updated on what we hear back from our assigned institutions.
   ● Mike Liskey brought up the idea to look at the usage of Central Pantry by UCO staff. Send out a survey so we could gather anonymous numbers for how many use it, how often, what their salary range it, etc.
   ● Look at Benefit Calculator to see what percent is added to people's salaries in benefits like retirement and insurance. (Brittany)
● Percent of employees who say in their exit interview that pay was a reason they were leaving. Cost of training a new employee. (Jakey to reach out to Mary or Erika)

New Business:
● Look at possibly having standing committee meetings in the future
● Discussions for the Staff Award is tabled for a later date

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

Met on March 5, 2019. This committee is researching the Non-Exempt Employee Adjunct Policy, as well as the Bereavement Leave Policy. From UCO Staff as per Kelly Vaughn, reached out to the 7 other Operations Senators and feedback was as follows:
● 4 didn’t reply
● Senator Platt and Senator Haggerty reported that no one in their area would be affected. Senator Haggerty also stated that overtime is very popular in her area (Physical Plant) so a change would be unpopular.
● Senator Huff stated that 2 of her staff were affected and would love the opportunity to be on salary and adjunct.

**Non-Exempt Employee Adjunct Policy – Peer Institutions** (See report appendix)

**Bereavement Leave – Peer Institutions** (See report appendix)

Carlie Wellington is the representative for the Healthy Campus University Committee. This committee did not meet in March and has no report.

Shelby Button is the representative for the Employee Wellness Committee. This committee did meet in March and there is a report.

Shelby Button is the representative for the Business Continuity Council. This committee did not meet in March and there is no report.

Shelby Button is the representative for CUIT. This committee did not meet in March and there is no report.

5. **Information Resources and Technology Committee**
Chair: Senator Moore
Vice Chair: None
The committee did not meet and there is no report.

6. Alumni and Community Involvement Committee
   Chair: Senator Jackson-Hardwick
   Vice Chair: Senator Provine

   The committee met on March 26. The committee met to investigate a preferred name policy for the UCO community. Preferred Name is an optional field in applications for admission to the university and on many forms the university offers/provides. However, the preferred name field does not populate automatically in D2L class rosters. Additionally, to change your name on campus is only available through federally recognized legal name change options. Many of our peer institutions (all but two and UCO) offer a chosen name policy, this is a need at UCO to support our students, faculty, and staff.

Unfinished Business
SSR 2018/2019-003: Honoring President Betz – Vice-President Liskey introduced the bill.
No debate ensued. The motion passed unanimously.

New Business
None.

Announcements for the Good of the Order
Senator Dobbs:
   LUCO graduation May 16th 2-4PM in the Heritage Room
   Employee Appreciation Day Friday 11-1:30PM Plunkett Park
Senator Huff- Faculty staff Central 5k April 17th Plunkett Park 3PM
Senator Jackson-Harwick: Taking 87 students to NCUR 2019
Senator Liskey- Networking event April 18th, RSVP by April 15th
Senator Scott: UCO Pow Wow Sunday at 1PM
Senator Smith: Nursing Student's Auction May 1 Howell Hall
Senator Ramsdell:
   April 10th 2-4pm retirement for President Betz
   April 11th for students only
   April 26 Retirement Gala
Senator DeBoard:
   New Staff Senator Training sessions (2): 2 hours in May and 2 hours June
   April 16th at 2PM Constitution Hall: Freedom of Expression Policy Forum

Adjournment
President DeBoard adjourned the meeting at 3:15 PM.

Respectfully Submitted,
Secretary-Treasurer Campbell