I. **Call to Order**
President DeBoard called the meeting to order at 2:05PM.

II. **Roll Call** (37 Active Senators)


III. **Recognition of Visitors**
Jennifer Goldman, Stan Gravchikov, Kristi Archuleta.

IV. **Approval of the Minutes**
Two corrections were made to the minutes for the August meeting: Sophia Kuschel was absent and the meeting started at 2:05p not 3:05p as previously noted.

IV. **Special Order of the Day**
Guest Speaker: Kevin Freeman, Vice President of Finance and Operations

Enrollment 14,800 students – last time enrollment was this low was in 2001. Continued on downward trend. Number of factors that contribute to that. Enrollment nationwide and in the state is down. High school graduates are down right now – likely one more year of lower HS grads. International enrollment is down across the country due to visa issues, etc.

UCO is looking at recruitment and figuring out what is working and what is not in recruiting students.

Shortfall of $375,000 in enrollment revenue for fall 2019.
V. Senate Executive Committee Reports

President DeBoard:
The Executive Committee met with President Neuhold-Ravikumar and Vice-President Freeman on August 21. At that time, credit hour production for the fall semester was very close to the number budgeted. Final numbers will be known after drop period has passed. If credit hour numbers are short of projections the Cabinet will decide whether to make budget cuts now or wait until spring numbers are known. Regardless of the final number our 2019 enrollment is comparable to 2003 enrollment. UCO’s 2003 budget was about $120 million (adjusted for inflation). The 2019 budget is $183 million. The President reiterated that the campus must align its budget with enrollment and university priorities. The Alignment and Allocation Task Force, led by Vice-President Freeman and Provost Barthell will consist of about ten people. The task force will look for areas that are not critical to the function of the institution. This will include initiatives that are not returning results and that are not aligned with University priorities.

President Neuhold-Ravikumar continues to work on organizational alignment and job description for the divisions of Student Affairs and Public Affairs.

The governor requested the resignation of Chancellor Glenn Johnson. While the governor does not have the constitutional authority to hire or fire the Chancellor that he made this request demonstrates the tension that exists between the State Regents and the governor. President Neuhold-Ravikumar stressed the importance of telling our own narrative. She cited a recent report issued by the State Chamber of Commerce that said that UCO provides the 2nd highest return on higher education investment in the state. In an era of increased scrutiny on higher education, the onus is on UCO to explain how we set ourselves apart in both student service and fiscal responsibility.

Committee chairs that they should place their written monthly reports in the appropriate folder in the shared drive before each monthly Senate meeting. The Secretary/Treasurer uses these reports to complete the minutes. It is a very time consuming process if reports are not available to her.

Vice-President Bieri:
No Report

Secretary/Treasurer Wellington:
No Report

Webmaster/Historian Kaiser:
No Report

Parliamentarian Baird:
No Report

VI. University-Wide Committee/Representation Reports
1. **University Planning Council**
   President DeBoard

   UPC did not meet in August. The next meeting is scheduled for September 16.

2. **Committee on Diversity**
   Senator Renteria-Mendoza

   The committee met on August 14. The committee heard from representatives who presented to President Neuhold-Ravikumar and the President’s Cabinet on the annual report and recommendations from the diversity planning process. Diane Feinberg in her role as VP for People and Culture will serve as the cabinet liaison for the Committee on Diversity and for the university’s wide range of inclusion and diversity initiatives. The committee discussed priorities and goals for the 2019-2020 year. The faculty and staff associations reported on activities and their involvement in community events. The committee will meet again on September 11.

VII. **Senate Standing Committee Reports and Memberships**

1. **Constitution, Parliamentary Procedure, and Elections Committee**
   Chair: Parliamentarian Baird
   Vice Chair:
   Members: Senators Clavin, Gamagedara, Harrel, and Lafave

   The Committee met on August 15. The following items were discussed:

   a. Allow Parliamentarian/Webmaster full voting rights on Executive Committee
   b. “Beautify” the Bylaws
   c. Division Changes around a Senator
   d. Better define committee attendance rules
   e. “Lame Duck” Senators; issue?

2. **Compensation Committee**
   Chair: Senator Liskey
   Vice Chair: Senator Platt
   Members: Senators Beezley, Griffith, Hendricks, Morgan, Pruett, Rogers, Scism, and Seigman

   The Compensation Committee reviewed the research that was gathered last academic year and discussed what information we needed to update and if there were any other sources of research we should include in this proposal. We also discussed the goal of this proposal is to ask for the acknowledgement that staff pay is a priority, to look at what other institutions are doing and to provide some steps the university should take to prioritize this.

3. **Policy and Staff Welfare Committee**
   Chair: Senator Vaughn
Vice Chair:
Members: Senators Andrews, Delaney, Martucci, Ratterman, Schmidt, C. Smith, K. Smith, and Stephens

Our committee met on August 29 to determine our focus and course of action for this fall. Based on a staff member concern regarding UCO’s current policy for funeral and bereavement leave, this committee will research policies at RUSO schools, regional schools, and our peer institutions. Vice Chair Schmidt created a spreadsheet and members of this committee with research and document the policies at the noted universities, then reconvene next month to review the findings.

We also discussed future research topics, such as the Ombudsman Program, but will focus on one issue at a time.

4. **Stakeholder Relations and Involvement Committee**
   Chair: Senator Hunter
   Vice Chair:
   Members: Senators Anderson, Botello, Daro, Herd, Huff, Keever, Kuschel

   The Stakeholder Relations & Involvement Committee met briefly on Tuesday, August 6th immediately after the August Staff Senate meeting. We did introductions and welcomed the new senators to the committee, and brought the new senators up to date on unfinished business from the Spring 2019 semester and what to expect for the Fall 2019 semester.

   On August 13th the committee helped represent the Staff Senate at the Fall Faculty/Staff Convocation (formerly known as Fall Forum). At Fall Convocation we unveiled the new Staff Senate pencils (major thanks to President DeBoard and Senator Keever for helping order the pencils).

   Our next committee meeting will be on September 10th at 2:00pm.

VIII. **Unfinished Business**

IX. **New Business**

X. **Announcements for the Good of the Order**
   1. The Fall 2019 Staff Senate Networking event is tentatively scheduled for October 24, from 4:00-6:00. More details to come but please mark the date in your calendars.

XI. **Adjournment**

President DeBoard adjourned the meeting at 2:49pm
Respectfully Submitted,
Secretary-Treasurer Wellington