I.  Call to order 2:04P

Roll Call – 32 Active Senators

Senators Absent (4): Senator Harrel, Senator Keever, Senator Renteria Mendoza, Senator Stephens

II.  Recognition of Visitors
Jerry Legere – Faculty Emeritus Association
Shelby Coffecup – staff visitor

III.  Approval of Minutes January 7, 2020 minutes
Approved as amended

V.  Senate Executive Committee Reports

1.  President DeBoard

The Executive Committee met with President Neuhold-Ravikumar and Vice-President Freeman on January 15. As of that date credit hour production, while down year over year, was on track to meet budgeted numbers. Additionally, Fall 20 application numbers are up significantly. The President is considering additional ways to reduce expenses.

The President gave an Alignment and Allocation update. The group has met 3 times (as of Jan 15). The committee will likely need create different processes for evaluating academic programs and non-academic programs. They are too dissimilar to use the same metrics. There will likely be an open campus forum later this spring for a more complete update.

The search process for the open Provost position will not take place until after
Alignment and Allocation is complete. The President anticipates a June/July timetable for that search.

We discussed the shortened Winter Break. Reasons include Christmas falling late in the week in 2020 and that UCO was an outlier among other Oklahoma institutions in closing for two full weeks. I’ve had several Senators (and non-senators) voice their displeasure with the shorter break. I would remind you that any Senator can draft a piece of legislation and introduce it to the Senate. The Senate can then decide if there is sufficient interest in taking up the issue and assigning it to a committee. Alternatively, a committee can research the issue and draft a piece of legislation addressing the issue.

The Executive Committee met on January 29. We discussed the upcoming Higher Ed day at the state capitol. Vice-President Bieri and I have been invited to participate.

Finally, it’s time to begin thinking about the next Staff Senate General Election. I would like each of you to think about the people you work with each day. Many of those individuals would be good candidates. Consider having a conversation with them about running. The Senate depends on the diligent work of staff to be an effective body. We’ve made great strides in the past few years but there is still room to improve.

2. Vice-President Bieri  
   No report  
3. Secretary/Treasurer Wellington  
   No report  
4. Webmaster/Historian Kaiser  
   No report  
5. Parliamentarian Baird  
   No report  

VI. University-Wide Committee/Representation Reports

1. University Planning Council  
   President DeBoard  
   UPC met on January 13. The group continued work on operationalization of the University’s Strategic Goals. This month the focus was Transformative Learning activities for students.

2. Committee on Diversity  
   Senator Morgan  
   The committee for diversity drafted a proposal for an Institutional Response Team. This team would advise institutional leaders in identifying and implementing strategies to respond to bias incidents. They would provide resources and share best practices for bias incidents. They will draft public statements addressed to internal
and external audiences that reflect the institutions commitment to inclusion and
diversity and articulate plans for responding to specific incidents. The committee is
also working on an Index of Inclusion, Diversity and Cultural Competence courses
to make them easily identifiable for students.

VII. Senate Standing Committee Reports and Membership

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

   The committee met on January 9th. They assessed email examples for improvements

2. Compensation
   Committee Chair:
   Senator Platt
   Vice Chair: Senator Seigman
   Members: Senators Beezley, Dobbs, Hendricks, Liskey, Morgan, Rodgers, and Scism

   The committee met on January 29 and made a final review of the drafted proposal
   and conducted a vote via email, which passed unanimously to be presented to the
   Staff Senate.

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

   Our committee met to review and edit the first draft of a proposal to increase the
time off allotted for funeral leave. Based on the discussion we developed a second
draft of the proposal. We also sent additional communication to Benefits and
Payroll to see how many people have used funeral leave combined with other types
to leave in the last year which would indicate that the current policy is inadequate.
We attempted to contact these offices previously but did not receive the
information due to vacant positions. Justine Kendall and Sarah Marcus will be
compiling this information for our committee to review at our February meeting.
We are hopeful to have a final proposal in the next few months.

4. Stakeholder Relations and Involvement
   Committee Chair: Senator Hunter
   Vice Chair: Kuschel
   Members: Senators Anderson, Herd, Keever
Members from the Stakeholder Relations & Involvement Committee met on February 3, 2020 with representatives from UCO Faculty Senate and UCOSA to discuss the next steps for the Chosen Name Policy proposal.

We will be making a few minor changes to the current proposal and re-distributing it to various offices and departments across campus that might be affected by the proposal.

Our goal is to have these changes done within the next few weeks in order to have the proposal brought to the Staff Senate in March, for a vote in April.

VIII. Unfinished Business
None

IX. New Business
SSP 2019/2020-001: Staff Cost of Living Adjustment
Senator Platt introduced the Proposal.

X. Announcements for the Good of the Order
Ayers kitchen offers lunch for faculty and staff for $8.50 daily.

XI. Adjournment 2:22 pm