VI Staff Senate of the University of Central Oklahoma
Minutes from Tuesday, May 5, 2020
Held via Zoom

I. Call to order at 2:02 p.m.

II. Roll Call – 31 Active Senators

Senators Absent (2): Senator Kuschel,

III. Recognition of Visitors
Kristi Archuleta, past president of faculty senate
MeShawn Green, Inclusive Community Advocate
Erika Cerda, Director of Employee Relations
Senator Elects: Sarah-Kate Hudson, Tracey Romano, Ian Huff, Rachel Baugh, Sydney Richardson, Liz Tabak, Brenton Wimmer, Dr. Michelle Johnson, Adriana Edwards-Johnson

IV. Approval of the Minutes [April 7, 2020]

V. Special Order of the Day

Diane Fienberg, VP of People and Culture
Diane introduced MeShawn Green to the staff senate upon her return from maternity leave. MeShawn is the Inclusive Community Advocate. She will be working on an inclusive community plan for the campus. She will be developing new trainings for the campus community that will be for students, faculty and staff that will focus on building and facilitating an inclusive community.
People and Culture are working on a variety of additional trainings to bring to the UCO campus.

Kendall Parrish, General Counsel
Mr. Parrish came to UCO in Summer 2019 after spending 20 years in private practice in OKC. He was tasked by the President to review policies at UCO to see if anything needed updated. Kendall suggested looking into dissolving the Employee Grievance policy. It was suggested to dissolve this policy due to the potential cost that the university could incur with litigation and other associated expenses.

VI. Senate Executive Committee Reports

1. President DeBoard

The Executive Committee met with President Neuhold-Ravikumar and Vice-President Freeman on April 15. The President gave an update on the FY20 financial situation. The state will use more than $400 million from the Rainy-Day account to fill gaps created by the collapse in oil tax revenue and the COVID-19 emergency.

The University’s FY21 budget situation is unclear. We were already looking at a budget gap of $10-$12 million for FY21. The collapse of oil tax revenue and the COVID-19 situation will have significant negative impact on the state’s budget. It appears that UCO’s appropriation for FY21 will be reduced by 3.95% or $1.7 million.

The FY21 credit hour situation is similarly unclear. Application numbers are holding steady but enrollment numbers are down. The Cabinet is modeling multiple scenarios and will refine those numbers as the enrollment trend becomes clearer. All divisions will be expected to manage at least a 2.45% reduction in their operating budget.

The University received approximately $11 million in funds from the federal CARES act. Half of that ($5.5 million) must go directly to students to cover costs associated with the pandemic. The other half will be used to cover emergency expenses and to fill part of the anticipated budget gap.

The President intends for the University to conduct in person classes in the fall but that is subject to change based on the status of the pandemic.

The Executive Committee met on April 29. We discussed the upcoming New Senator Orientation. The two-part orientation will be held on May 18 and June 22. The May session will be held via Zoom. A decision on the June session will be made later and will be based on the University’s open/closed status.

The President invited the Senate to send a representative to the monthly benefits renewal meetings with the University’s benefits broker. Senators (including newly
elected Senators) should notify me if they are interested in serving in that role. The selected Senator would be expected to update their committee and the full Senate of activity and decisions on a monthly basis.

Committees should continue meet via Zoom (or on a video platform of their choice).

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

VII. University-Wide Committee/Representation Reports

1. University Planning Council
   President DeBoard
   UPC met on April 27. The entire meeting focused on potential budget scenarios for FY21 and beyond. Divisions head are, as previously mentioned, expected to reduce their operating budgets by at least 2.45% for FY21. These reductions could include labor and/or general operating expenses. This will result in a permanent savings of approximately $4 million.

2. Committee on Diversity
   Senator Morgan
   The committee met on April 8. The committee solidified its recommendation for the composition of a Institutional Response Team. The committee discussed the outcome and campus support for the OU solidarity rally led be the Diversity Round Table. The committee discussed the transitioning of the Committee on Diversity website to a blog and the website for the Division of People and Culture. The committee will meet again on May 13.

VIII. Senate Standing Committee Reports and Membership

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

   No report – Discussed Election Positions
2. Compensation Committee
   Chair: Senator Platt
   Vice Chair: Senator Seigman
   Members: Senators Beezley, Hendricks, Liskey, Morgan, Rodgers, and Scism

   The committee gave updates on what research findings we had gathered so far regarding child care benefits at peer institutions. We deemed any research we gather for the remainder of this term could lay ground work for next year’s committee and that our committee will not be presenting any new legislation on these topics this term. We will plan to meet again via zoom on May 14, 2020.

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

   Met April 16th and committee discussed writing a proposal for an Ombuds person/position. More to come from this.

4. Stakeholder Relations and Involvement Committee
   Chair: Senator Hunter
   Vice Chair: Kuschel
   Members: Senators Herd, Keever, S. Smith

   The Stakeholder Relations & Involvement Committee met on April 21, 2020 via Zoom. Staff Senate President DeBoard notified our committee that UCOSA passed the *Chosen Name Policy* on April 20, 2020. This proposal will now become a joint proposal and be sent to the President’s Office. Our committee is continuing to explore the possibility of submitting legislation addressing the shorter 2020/2021 winter break. We have collected data and intend to look at additional data collected by the Compensation Committee from their recent work on the Salary Increase Proposal.

IX. Unfinished Business

   New Business

   1. SSR 2019/2020-003 Staff Senate Past Presidents Association
      Vice-President Bieri introduced the resolution.

   2. SSR 2019/2020-004 Archive of Staff Senate Records
      Webmaster-Historian Kaiser introduced the resolution.
X. **Announcements for the Good of the Order**

1. Spring Staff Senate Networking event cancelled.
2. Erika Cerda solicited feedback from Senators about potentially revising the
   vacation leave policy.

XI. **Adjournment**

President DeBoard adjourned the meeting at 3:38 p.m.