Call to Order
President Terrell called the meeting to order at 2:06 p.m.

Roll Call

Senators Absent (6): Senator Butler, Senator Davis, Senator Moore, Senator Rogalsky, Senator Vorpahl, Senator Young

Recognition of Visitors
Dr. Myron Pope, Vice President Student Affairs
Lee Camargo-Quinn, Human Resources
Justine Mankin, Human Resources

Approval of the Minutes
The minutes were approved as distributed without correction.

Special Order of the Day
Guest Speaker Dr. Myron Pope-Dr. Pope thanked everyone for what they do. He discussed the collaboration between Student Affairs and Academic Affairs that fosters student success. This semester the University had a record freshmen enrollment. As cuts are continually made, the University becomes more dependent on increased enrollment. This places an increased burden upon the staff. Dr. Pope highlighted the successes of many of the programs at UCO. Such programs include Black Male Initiative, Hispanic Success Initiative, Project Persist, Experiential Learning, and Operation Degree Completion. In addition to these programs, the University has been awarded six Student Support Service grants to be funded over the next five years.

Guest Speaker Lee Camargo-Quinn spoke about the upcoming Open Enrollment for Benefits. The dates for Open Enrollment are October 26 through November 13. The University has a new online enrollment system through BenefitFocus. This will give employees support in helping to better understand and utilize their UCO benefits. There are 3 plans that can be selected, Red,
White, and Blue.  The Benefits Department will be hosting 12 informational Open Enrollment meetings beginning October 26.  For more information regarding the different options and the dates and times of the meetings, please visit the Human Resources website regarding Open Enrollment.  http://www.uco.edu/administration/human-resources/open-enrollment.asp

Senate Executive Committee Reports
President’s Report:

Proposal Updates:  Responses regarding the IPP Recommendations and the Tuition Waiver Benefit proposals have been received.  The Executive Committee will be discussing and clarifying the next steps of the proposal process at our next meeting with Dr. Chrusciel and President Betz.

Clarification regarding Dr. Waples presentation on the Total Rewards Project to provide the University with a competitive and sustainable compensation structure.  Merit is typically a ONE TIME occurrence.  The consultants, Dr. Waples team, are NOT developing a merit system. They are working to develop what every organization should have – a system for evaluating employees AND providing salary increases (compensation adjustments, NOT MERIT). Part of this system also includes planning for career paths, so employees can be developed and/or self-develop with a purpose/goal in mind. To do these things, they are gathering information from employees about WHAT they do, who they supervise, etc. This information will help them determine IF they are compensated correctly AND WHY – both essential for accomplishing the goals of a new compensation system. In the end, all of these findings and decisions will be OPEN and available to individuals, so you, the individual, will know WHY you are paid what you are paid and HOW you can progress through positions or through pay.

RFP Health Care Provider – Per the Executive Committee’s request, I contacted Dr. Pope regarding Staff Senate representation on the committee reviewing the RFPs and as expected, the RFP is to focus on the selection of a vendor to provide access and affordable health services primarily to students and any additional services available to faculty and staff would be a bonus. As a result, the Executive Committee decided that we should not continue to pursue Staff Senate representation on the RFP committee at this time.

Staff Senate, Faculty Senate and UCOSA Officers met and had good discussions regarding common issues such as the parking joint resolution, open enrollment benefits, and senate processes. We will have a similar luncheon during the spring semester as well.

Staff Senate representation was requested to be on the recently formed Committee on Diversity University standing committee which was filled by Presidential appointment with approval of the Executive Committee. Senator Arnold has been appointed and accepted the position.

UCO Expo
October 30th from 10:00 am – 3:00 pm.
Need more to sign up for a work-shift – need at least 3 per shift
Additional appointments will be made to the Transportation and Security Fee Ad Hoc Committee as requested by that committee within the next two weeks.

Vice-President’s Report:
VP Renteria is working on a template for joint resolutions which will be posted on the website in the near future. Since the beginning of the year, there have been 8 bills introduced. Of these bills, five are in committee, two bills are dead, and one bill has been resolved and sent as a proposal to President Betz. The five bills being reviewed are distributed as follows: 2 - Staff Development and Wellness; 1 - Information Technology and Resources; 1 - Personnel Policies and Compensation; and 1 – Ad hoc committee.

Secretary/Treasurer’s Report:
Nothing new to report at this time.

Reporter/Historian’s Report:
Senator Supon reported that she has attended website training and has been working on the website with Senator Stone.

Parliamentarian Report:
Nothing new to report at this time.

University-Wide Committee Reports:

1. University Planning Council  
Senator Terrell  
At the September 14th meeting the state of the budget was shared. For FY16 there was a $1.9 million reduction that was covered with one-time funds. For FY the $1.9 million will be a permanent reduction and it is projected that there will be an additional $1.9 million or more cut as well as a $3 million increase in mandatory costs. The State is looking at a recession this year and may take some back that has already been committed. University is looking at ways to handle the $4.9 million reduction by the end of this year.

2. Communicator’s Council  
Andrea McCoy  
Andrea McCoy will serve on the Committee and will be a member of the Communications Committee.

3. Professional Development Advisory Committee  
Senator Castleberry  
Received information from Fran Petites that the Committee has been placed on hold for the time being.

4. Healthy Campus Leadership Team  
Senator Curtis  
Committee met on Sept. 3rd and Oct. 1st. Sexual Health Awareness Week was Sept. 21-24 and it went well. October is Relationship Violence Awareness Month and National Collegiate Alcohol Awareness Month.
The committee had created goals in 2014 and all have been achieved. The National College Health Assessment (NCHA) is completed every two years and will be administered in Spring 2016.

Committee spent time brainstorming on ideas that would promote healthy living on campus for students and staff and faculty.

5. Committee for Univ IT Project Prioritization (CUIT) Senator Cole
Met September 15th. Two new projects were approved and scored by CUIT members:
• E-Transcript / Banner Integration – 42.92
• Research Compliance Management Software (IRB Manager) – 40.58

6. National Alumni Board of UCO Senator Dumas
Nothing to report at this time.

7. Committee on Diversity Senator Arnold
Will attend the first meeting. Fran Petites will be reaching out about the committee.

Senate Standing Committee Reports and Membership

1. Constitution, Parliamentary Procedure, and Elections Committee
Chair: Senator Baird
Members: Senator Brown, Senator Davis, Senator Rogalsky
Nothing to report at this time.

2. Communications Committee
Chair: Senator Supon
Members: Senator Stone, Senator Wullstein
Met September 18th and discussed creating a resolution defining the duties of the Communications Committee. A draft was created and approved by all and was later sent to Dawna Terrell and Liliana Renteria, president and vice president, respectively. Possible names of a representative of the Communicator’s Council were also discussed after receiving the names of the members from the chair, Adrienne Nobles. We approached Andrea McCoy of the Academic Affairs office if she would be representative. She accepted and will start sending us updates on the committee meetings. She will be part of the Communications Committee and will attend meetings when she is available. President Terrell recommended that we send our resolution draft to Taylor Baird, Parliamentarian, as chair of the CPP&E committee, to look over. He sent back recommended changes and they will be discussed at the next Communications Committee meeting on Friday, October 9.

3. Personnel Policies and Compensation Committee
Chair: Senator Gillmore Vice Chair: Senator Weathers
Members: Senator Butler, Senator Moore, Senator Romano, Senator Shortt, Senator Wood, Senator Young
SSJR 2015-2016-001 (FS) Modification to Parking Rules and Regulations was assigned to Committee.
Killed SSB 2014/2015-006 Staff Curriculum Vitae Bill as it was determined it would be too expensive to purchase the software and individuals can use free software to create CVs and upload them to the IPP system as part of their documentation.

4. Staff Development and Wellness Committee
Chair: Senator Curtis  
Vice Chair: Senator Castleberry  
Members: Senator Arnold, Senator Baker, Senator Killian, Senator Waddle  
Killed SSB 2014-2015-007 Establishment of Staff Mentorship Program citing that Ryan Kolb was looking at creating a project related to this within LUCO.
Looking at SSB 2014/2015-004 Review Staff Awards.

5. Information Resources and Technology Committee
Chair: Senator Wheelbarger  
Vice Chair: Senator Cole  
Members: Senator Vorpahl  
Selected Senator Wheelbarger as Chair and Senator Cole as Vice Chair.

6. Alumni and Community Service Committee
Chair: Senator Tadlock  
Vice Chair: Senator LaFave  
Members: Senator Bhargava, Senator Dumas, Senator Hogan  
Senator Tadlock reminded everyone about the Community Service Leave policy that allows for 16 hours of annual leave. Also encouraged everyone to log those hours with VSLC.

Senate Special Committee Reports and Membership
1. Ad Hoc Committee: Transportation and Security Fee  
Chair: Senator Rogalsky  
Members: Senator Bhargava, Senator Cole, Senator Tadlock  
Nothing new to report at this time.

Unfinished Business

New Business
1. Co-Sponsor OTRS Forum  
The American Association of University Professors (AAUP-UCO) has invited Tom Spencer, Executive Director of the Oklahoma Teachers Retirement System, to speak to faculty and staff on Thursday, October 22 at 3:30 pm. He will provide an overview and open the session up for Q&A. The President of AAUP-UCO has asked Faculty Senate, Staff Senate, and Human Resources to co-sponsor the forum. To co-sponsor the forum means to be listed as one of the sponsors in all of the publicity. If the Senate agrees to be a co-sponsor, I have asked Senators Hogan and Wood to take the lead in representing Staff Senate in assisting with organizing the event, if needed.
Motion made by Senator Hogan. Motion Passed.

**Announcements for the Good of the Order**

2015 United Way Campaign has started with a goal of $65,000. Visit the website for more information.

October is Cyber Security Awareness Month. There will be an event on Campus on October 28th.

Finance Central will be on November 9th.

There is a group on campus who works with Edmond Mobile Meals. Anyone interested may contact Senator Romano.

Dr. Chrusciel will be speaking at the November 3rd Meeting.

**Adjournment**
President Terrell adjourned the meeting at 3:45p.m.

Respectfully Submitted,
Secretary/Treasurer—James Powers