VIII Staff Senate of the University of Central Oklahoma
Minutes from Tuesday, December 1, 2020
Held via Zoom

I. Call to order at 2:01 pm

II. Roll Call – 35 Active Senators


Senators Absent (2): Senator Kuschel, Senator Richardson

III. Recognition of Visitors

Dr. Kristi Archuleta, Faculty Senate Past President
Jerry Legere, Emeriti Faculty Association Representative
Mucio Macedo, CHK Central Boathouse Event Coordinator
MeShawn Green, Inclusive Community Officer
Barry Lofton, Executive Director of TRIO and GEAR UP
Sarah Moore, Career Development Specialist
Dr. Jennifer Barger Johnson, Current Faculty Senate President
Reggie Jordan, Assistant Athletic Director
Claire Painter, Assistant Director Student Leadership
Cami Cho, Research Analyst, Institutional Effectiveness
Laura Butler, Legislative Liaison
Morgan Timmons, Retention Specialist, Student Support Services
Amel Muhamedagic, Assistant Soccer Coach
Dr. Brian Lamb, Director School of Music
Stockton Duvall, Public Affairs Specialist
Saasha Reese, Talent Development Specialist
IV. Approval of the Minutes [November 6, 2020]

V. Special Order of the Day

Guest Speakers:
Laura Butler, Legislative Liaison
Ms. Butler spoke to the Senate about the 2021 legislative session, the UCO priorities and what that means to staff. UCO will be advocating for increased state appropriations, being clear of what it will be used for and how that will benefit the state. Some of the UCO priorities this session include:
- Increase opportunities to enhance college accessibility – do not want to price students out of attending UCO.
- Asking for increased funding for COLA for staff. UCO received increased funding for faculty only. UCO staff have not received a COLA for nine years.
- UCO is the least funded of all 13 Oklahoma four year colleges at a per student cost, although UCO produces graduates who stay in OK.
- Asking for concurrent funding for juniors and seniors. Last year funding was passed for seniors and not juniors.
- No weapons on campus – the current gun laws in place work and we do not feel the need for change.

Visit the UCO Public Affairs website to learn how to engage in the legislative process.

MeShawn Green, Inclusive Community Officer
The Inclusive Community Response Team was established in 2019. In order to continue to respond appropriately to any acts of bias on our campus, this team was designed. This is not an investigative team, but more an institutional response to incidents of bias, hate, and prejudice. They will share information with offices who are qualified to investigate. ICRT is made up of two councils: core advisory council and advisory council. Ms. Green shared the ICRT response process and encouraged us to share information and stay abreast about instances of bias happening on our campus. For marketing materials, please contact MeShawn.

Sarah Moore, President, Empowerment for Excellence
Empowerment for Excellence, E4E, is a group of women, both faculty and staff, who create educational and networking opportunities, discuss issues, celebrate journeys, and support, honor, and inspire one another. E4E has facilitated book clubs in the past. Each fall, Empowerment for Excellence honors a UCO faculty or staff woman who has made a significant campus impact that often extends beyond the campus community. MeShawn Green was the Women Who Inspire honoree in 2019. Visit the E4E website for more information.

Reggie Jordan, President, AAFSA
The African America Faculty Staff Association (AAFSA) started in 2002 and was formerly approved by UCO to be an organization in 2005. This union was formed to support and advocate for one another. They have also helped other associations form. AAFSA supports scholarships for UCO students and has awarded $12,000 in
scholarships since 2011. AAFSA Collaborates with many other groups on campus to honor, support, and recognize the African American students, faculty, and staff. AAFSA has been able to meet with President Neuhold-Ravikumar and offer recommendations of things they would like to see regarding the makeup of diversity with student population and faculty/staff population.

**Jakey Dobbs, President, UCO Young Professionals Faculty Staff Association**

The UCO Young Professionals Faculty Staff Association is a resource group that allows connection and support. They provide networking events, professional development opportunities, and community engagement. There is no age limit to join. They have a seven person steering committee for planning events. The Young Professionals Faculty Staff Association is two years old. It was initially housed under the HR umbrella, now under the Inclusive Community office. Throughout COVID, the group has offered engagement through virtual happy hours, podcast discussions, coffee chats to check in on one another, and continued with professional development sessions.

Issues important to UCOYP: decreased faculty and staff morale on campus, no COLA or merit raises and underpaid salaries, and a lack of outlined career growth plans. There is no fee to join – free to UCO employees. Follow UCOYP on Facebook and contact Jakey at jdobbs5@uco.edu to join the UCOYP email list.

**VI. Senate Executive Committee Reports**

1. President DeBoard:

The Executive Committee met with President Neuhold-Ravikumar and Vice-President Freeman on November 18th.

Spring 2021 and Fall 2021 enrollment and admissions numbers are down year over year. Other methods of tracking appear to show enrollment numbers in line with expectations for Fall. It’s still not clear if traditional reporting methods will accurately predict the number of students and/or credit hours that we can expect for Fall 2021.

The State Regents for Higher Education are expected to request an appropriation increase of $188 million over the amount appropriated in FY21. (That $188 million is for all of OK Higher Ed, not UCO or RUSO schools.) FY22 budgeting discussions are ongoing. The current anticipated budget gap for FY22 is $15.8 million. This includes $11 million in one-time funds that were used to fill the FY21 budget gap. Cuts to operating budgets will be a part of filling the FY22 gap.

The Executive Committee met on November 18th. Discussions included ways the Senate can increase its visibility and outreach on campus. Suggestions from Senators are welcome. As you’ve all likely heard, the proposed December monthly payroll pay date has reverted back to its traditional day of the last working day of the calendar year (December 23 this year.). I heard from a significant number of Senators and non-Senator Staff members the day the new date was announced to campus. While the official payroll calendar reflected the new date as early as July 2020, it was not (as far as I am aware) formally announced until November 19. Your feedback was critical to the successful
attempt to move the date back to Dec 23.

The RFP process to select a new Employee Assistance Program vendor is nearly complete. The new program will be in place for a January 1, 2021 start date.

The Senate meeting scheduled for January 5th has been canceled. The full Senate will next meet at its regularly scheduled date on February 2nd.

2. Vice-President Dobbs:

The Faculty Senate met on November 11th.

The meeting began with guest speakers, Co-Interim Vice Presidents for Academic Affairs, Dr. Gary Steward and Dr. Charlotte Simmons.

Dr. Steward gave an update regarding the new platform, Broncho Analytics Dashboard, which will provide relevant and helpful information for all divisions including data on enrollment trends and headcount. For example: UCO hit our peak of enrollment in headcount during Fall 2012 with 17,157 students. Since Fall 2012, we have lost 3,035 students.

Dr. Simmons provided an update about several topics including:

- Academic Affairs is hosting similar information sessions/forums with the individual colleges regarding these topics.
- Academic Affairs is continuing to review survey results to determine the preferred modality of instruction from faculty and student feedback.
- A taskforce has been created to help determine how to use classroom technology post-COVID-19.
- They are still determining the best route for relief days during the Spring semester after receiving concerns about the long semester due to Spring Break being moved.
- Oklahoma ranks 1st in cuts to funding in higher education.

Dr. Simmons provided praise and thanked the Faculty Senate for their continued work both in the classroom and on the Senate.

The Special Order of the Day was to announce the special election results winner for College of Business, Allen Arnold, Ph.D. They have also decided to cancel the January meeting due to the campus extended winter break.

The Faculty Handbook/Academic Affairs Committee is reviewing concerns to determine which ones are appropriate for them to address. They have identified two issues they plan to explore: communication and the flow of information from administration to faculty and the use of SPIEs for promotion and tenure during these uncertain COVID-19 times or large scale emergencies.
The Faculty Welfare Committee is continuing to meet with administration about the remote teaching options for the Spring semester.

The Student Relations, Alumni & Community Service Committee is collecting data from faculty and have noticed the most common concern is that faculty are not being notified when students are quarantining.

The next Faculty Senate meeting is on Thursday, December 10 at 2pm. Visit their website to find a Faculty Senator to ask for the link to the meeting.

3. Secretary/Treasurer Kaiser: No Report

4. Webmaster/Historian Hunter: No report

5. Parliamentarian Delaney: No report

VII. University-Wide Committee/Representation Reports

1. University Planning Council President DeBoard

UPC met on November 16. The meeting centered on the FY22 budget. With an anticipated budget gap of $15.9 million it is clear that difficult decisions will have to be made. It will almost certainly require an E&G budget reduction and it was noted that 68% of E&G budget dollars go to salary and benefits. It was also noted that as of Fall 2020, 26.7% of all credit hour production are some form of Distance Ed. This does not include extended seats in traditional classes.

2. Committee on Diversity Senator Wimmer

The Committee on Diversity met on November 11th. The university is working on a land acknowledgement proposal and has been in contact with several tribal nation community members to get further guidance. More information to come. UCO has convened a Tulsa Race Massacre Commemoration Week Task force to help plan events for this new commemoration week and these events will be available to the entire campus. All are welcome and can contact Dene Roseburr-Olotu for more information. As part of new business, the Equity, Diversity, and Inclusion in Curriculum Proposal was discussed and the committee voted unanimously that the proposal should be sent to the Provost Office for review. This proposal will also be presented to the President’s cabinet the first week of December for review.

3. Inclusive Community Response Team Advisory Council Senator Hunter

No Report
VIII. Senate Standing Committee Reports and Membership

1. Constitution, Parliamentary Procedure, and Elections Committee
   Chair: Senator Delaney
   Vice Chair:
   Members: Senators Gamagedara and Harrel
   No Report

2. Compensation Committee
   Chair: Senator Platt
   Vice Chair:
   Members: Senators Schwab, Herd, Edwards-Johnson, Selanders, Huff, Rogers, Scism, and Jackson
   No Report

3. Policy and Staff Welfare Committee
   Chair: Senator Ratterman
   Vice Chair:
   No Report

4. Stakeholder Relations and Involvement Committee
   Chair: Senator Tabak
   Vice Chair: Senator Hendricks
   Members: Senators Keever, Romano, Hudson, Richardson, Kuschel, Stephens, K. Smith
   The Committee met on Nov 16th. Topics of discussion were as follows:
   Extended winter break: The senators reviewed and discussed what next steps to take in an effort to advocate for staff. After much discussion, it was decided that the calendar issue is not time sensitive and would benefit from additional research into the best way to serve the needs of staff.
   Spring Staff Morale and Welfare (formerly LUCO Capstone Spring Break topic): President DeBoard will reach out to HR and will follow up on findings. The Committee will refine the Qualtrics survey and further discuss via email.

IX. Unfinished Business

None
X. New Business

None

XI. Announcements for the Good of the Order

No announcements for the good of the order

XII. Adjournment

President DeBoard adjourned the meeting at 3:09 pm.