Call to Order
President Terrell called the meeting to order at 2:05 p.m.

Roll Call


Recognition of Visitors
Patti Neuhold, Associate VP Planning and Budget, Administration and Finance

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

Special Order of the Day
Patti Neuhold, Associate VP Planning and Budget, presented a budget update for FY16. There was a 3.5% reduction from the State that accounted for a $1.866 million reduction. Neuhold explained that the University would be able to handle this cut with one time money but that there would be no guarantee for the future. The President’s Council along with University Planning Council will be having conversations to address how to plan for the future. Conversations at the capital seem to indicate additional cuts next year. When asked if the cuts were permanent, Neuhold stated that historically the university has not received back anything that had been cut. She also discussed the tuition and mandatory fee increase of 5% that had just been approved. This increase will be used to offset mandatory costs increases. Neuhold finished with letting everyone know that the budget team and accounting teams are working together and diligently to address the issues of cuts. It is a team effort and they are mindful of students as decisions are made. Budget reports are available on the website.
**Senate Executive Committee Reports**

**President’s Report:**
President Terrell welcomed new Senators and asked them to introduce themselves and tell which department they worked in as well as what division they represented. After this, all returning Senators were invited to introduce themselves. Reminder that the purpose of the Staff Senate is to examine matters affecting all represented employees of UCO, to act as an advocate for said employees, and to advise and communicate with the UCO administration and governance structure. Please read the Constitution and Bylaws available on the website.

**Vice-President’s Report:**
At the beginning of the new fiscal year, unfinished business in the committees was as follows: 1 proposal and 5 bills. Met with VP Kinders to discuss possible legislative issues. He anticipates there will be legislation proposed regarding OTRS and the other retirement funds in the state. VP Kinders has asked the Senate to let him know if we hear anything from OTRS. If you have interest in specific legislative issues, contact Vice-President Renteria. She will communicate with VP Kinders to let him know the legislative issues that the Senate would like to track. The Bill Template has been modified to include a section for the originator or the sponsor to select a committee to which they believe the bill can be assigned. Bills will be assigned to committees based on the purview of the committee as well as workload for each committee.

**Secretary/Treasurer’s Report:**
All new senators were notified that they need to get their desk plates after the meeting adjourned.

**Reporter/Historian’s Report:**
Website has been updated. Please verify that information is correct. Working on getting List Serve up to date. Senators can still send a picture for the website.

**Parliamentarian Report:**
Brief overview of Robert’s Rules of Order for the benefit of newly elected senators. The basic idea of the Rules is to facilitate a group meeting. The most important thing is that only one person speaks at a time. Before speaking, you need to be recognized by the chair. Debate is limited to 10 minutes at a time. When speaking, speak to the chair. That keeps the discussion about the topic. If anyone has questions, they can ask Parliamentarian Baird. A simplified handout of Robert’s Rules of Order will be available on the website. Could possibly purchase materials with Professional Development.

**University-Wide Committee Reports:**
Because it’s our 2nd year but first time transitioning from one year to the next, we will keep the individuals previously listed for University – Wide committee/representation reporting the same until new Staff Senate Committees are created. Then the Senator reporting may or may not change.

1. **University Planning Council**

   Senator Terrell
Dr. Rolfe shared an update on the Enterprise Constituent Relationship Management (CRM) campus initiative and that the CRM review team members will serve through September 2016. Patti Neuhold shared an update on the FY16 budget which she also shared in today’s meeting. Dr. Chrusciel shared updates on all open capital projects, equipment installations, property acquisitions, and property interests. The Quad is on a tight schedule but should be ready for students to move in for the Fall. If not, they have a contingency plan.

2. Branding Initiative
Senator Rogalsky
TWG visited campus at the end of June to present research results from the brand messaging and visual elements research and present the recommended brand strategy. University Relations is working with TWG to finalize those elements and create a rollout plan and calendar. Attend the Fall Forum for the introduction of the strategy and message to faculty and staff and information on the roll out to external audiences.

3. Communicator’s Council
Communications Committee
Nothing new to report at this time.

4. Professional Development Advisory Committee
Staff Dev and Wellness Comm
Nothing new to report at this time.

5. Healthy Campus Leadership Team
Senator Rogalsky
Met last week of June. Will have notes for August meeting.

6. Committee for University IT Project Prioritization (CUIT)
Senator Cole
Met in June. Online proctoring solution was presented to the Cabinet.

7. National Alumni Board of UCO
Senator Vorpahl
Nothing new to report at this time.

8. Executive Director Library Search Committee
Senator LaFave
Search committee met last month. Dr. Habib Tabatabai was announced as the new Executive Director of the Library.

9. Oklahoma Higher Education Employees Insurance Group (OKHEEI) Senator Baird
Nothing new to report at this time.

Senate Standing Committee Reports and Membership

Note from President Terrell- You should have received an email from me yesterday requesting your Standing Committee Preferences. A minimum of 2 should be sent with a brief explanation of interest for each preference. As I stated in the email, I will do my best to honor your preferences, but I do have to ensure election unit representation and continuity of membership. The deadline to submit your preferences is 5:00 pm, July 14th. As stated in the Bylaws, the President makes the appointment decisions with Executive Committee approval, and then the
Secretary/Treasurer notifies Senators of the appointments as well as adds them to the August 4th agenda.

There are two exceptions:
   1. Ad Hoc Committees are for one year from the time of inception.
   2. The Parliamentarian and Reporter/Historian are automatically the chairs of the CPP&E Committee and Communications Committee respectively as part of their officer duties listed in the Bylaws.

1. Constitution, Parliamentary Procedure, and Elections Committee
Chair: Senator Baird
Members:
Nothing new to report.

2. Communications Committee
Chair: Senator Stone
Members:
Nothing new to report.

3. Personnel Policies and Compensation Committee
Chair: Vice Chair:
Members:
Nothing new to report.

4. Staff Development and Wellness Committee
Chair: Vice Chair:
Members:
Nothing new to report.

5. Information Resources and Technology Committee
Chair: Vice Chair:
Members:
Nothing new to report.

6. Alumni and Community Service Committee
Chair: Vice Chair:
Members:
Nothing new to report.

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.

**Unfinished Business**

**New Business**

Senator Moore moved to approve the adoption of the proposal “Modifications to HR Policies (SSP 2015/2016-001)”.  
The motion passed.

**Announcements for the Good of the Order**

President Terrell announced Photographic Services is scheduled to take a group photo with President Betz August 4th at 2:00 pm. Arrive 5-10 minutes early.

President Terrell announced for Senators to email their 2 standing committee preferences with brief explanation of interest to me by 5:00 pm July 14th.

**Adjournment**

President Terrell adjourned the meeting at 2:59.m.

Respectfully Submitted,  
Secretary/Treasurer—James Powers