I Staff Senate of the University of Central Oklahoma
Minutes from Tuesday, April 7, 2015
Nigh University Center, Will Rogers Room

Call to Order
President Terrell called the meeting to order at 2:03 p.m.

Roll Call

Senators Absent (9): Senator Bhargava, Senator Brannon, Senator Breslin, Senator Dean, Senator Doherty, Senator Moore, Senator Tabatabai, Senator Vorpahl, Senator Whatley

Recognition of Visitors
Shandise Brown, Employment Specialist I, Human Resources
Dr. Kristi Frush, Assistant Professor, Adult Education & Safety Sciences
Dr. Josh Overocker, Executive Director of Business Enterprises, Campus Enterprises

Approval of the Minutes
Minutes were approved as distributed.

Special Order of the Day
Dr. Josh Overocker, Executive Director of Business Enterprises went over which departments are included with Campus Enterprises: Housing, Dining, Nigh University Center, Bookstore, PrintCentral, Mail Services, and Coke & Vending. He shared information from their annual report stating Campus Enterprises has over $21 million in annual revenue and employs 250 full-time equivalent positions. He went on to discuss graduation rates in correlation with living on campus. Research indicates those students who live on campus have a higher retention rate than those that do not live on campus. Dr. Overocker also showcased the new housing building that is scheduled to open in the Fall of 2015; the Transformative Learning Quadrangle (the Quad). The Quad was designed to give students a stronger sense of community by building rooms in pod style neighborhoods. The building design as a whole integrated all Central Six Tenents. Dr. Overocker shared a few fast facts about the Quad; 440 students will be able to live in the Quad, it is the largest single construction project in UCO’s history, and was funded entirely by auxiliary funds. The students living in the Quad will be required to have a meal plan. Parking lots 1, 2, and
3 will be able to accommodate the increase in housing students on the northeast side of campus. If you would like to view the YouTube promotional videos please see the links listed below.

Intro: [https://www.youtube.com/watch?v=uZ19OBfRtKM](https://www.youtube.com/watch?v=uZ19OBfRtKM)
The Rooms: [https://www.youtube.com/watch?v=BEj99llbKdg](https://www.youtube.com/watch?v=BEj99llbKdg)

**Senate Executive Committee Reports**

**President’s Report:**
Dr. Hollis, author of Bully in the Ivory Tower is scheduled to speak just to the Staff Senate for a special session on April 15th from 11am-11:45am. Senator Kitsmiller sent a calendar invitation. If you have not responded to the calendar invite, please do so by tomorrow so that Human Resources can plan accordingly. In addition, there is a lunch keynote address by Dr. Hollis at 12:30pm. It will be different from the earlier session and a free lunch is included. Registration for this event was in the March Broncho Beat or you can contact Ann Barnes, Director of Employee Life Cycle.

Troy Talley has resigned, effective April 3rd. Senator Talley’s term is for two years; therefore, we will begin the process of filling his seat by Presidential appointment with the approval of Staff Senate.

Provost Barthell has asked for Staff Senate representation on the Executive Director Chambers Library Search Committee which was filled by Presidential appointment with approval of the Executive Committee. Sharon LaFave has been appointed and accepted the position.

Provost Barthell has asked Dr. Mock and President Terrell to serve on the two Associate Vice President Search Committees. In the past these positions have been filled by appointment. By conducting the search with a committee Provost Barthell believes that it will help ensure a positive and productive relationship within Academic Affairs and among divisions across our campus. As a representative for the Staff as a whole, President Terrell would appreciate input regarding the type of skills, characteristics, experience, etc. that the candidates should possess that is not already listed in the job descriptions.

President Terrell asked if the Staff Senate thinks it would be beneficial for there to be training for Staff Senators. She has asked for any and all feedback. Some posing questions include: What should the training include content wise? Should it be held once a year? Would training take up too much time? Should it consist of parliamentary procedures or Roberts Rules of Order? Please send any feedback to President Terrell. Currently the Faculty Senators do not participate in senator training nor do the Student Senators.

**Vice-President’s Report:**
Nothing new to report at this time.

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

**Reporter/Historian’s Report:**
Nothing new to report at this time.
Parliamentarian Report:
Nothing new to report at this time.

University-Wide Committee Reports:

1. University Planning Council
   Senator Terrell
   There was a presentation regarding the new phones that will be replacing the old phones as part of the new VOIP system. The new phones will be purchased by the Infrastructure Project (IT). If you want to see what type of phone or its features there is a matrix available. Please contact President Terrell after today’s meeting if you would like to view the matrix.

   There was also a discussion regarding the likelihood of FY16 new budget requests not being funded due to mandatory cost increases for the University and that state funding may remain the same and/or decrease. There was a review of the impact on tuition and fees as the UPC is very conscious of the effect it will have on students.

2. UCO NCUR Planning Committee
   Senator Terrell
   The committee is not yet formed; however, President Terrell anticipates that there will be a request for Staff Senate representation. NCUR 2015 is next week and UCO is taking the largest number of students from an Oklahoma institution. Also, Provost Barthell, Dr. Greg Wilson, and Dr. Michael Springer will also be attending to scout the event in planning for when UCO will host the event.

3. Branding Initiative
   Senator Rogalsky
   Nothing new to report at this time.

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

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

6. Healthy Campus Leadership Team
   Senator Rogalsky
   A subcommittee meeting was held with Dr. Josh Overocker regarding Chartwell’s catering events to find ways to phase in more environmentally friendly options. This could include recycling bins with plastic and cans at events that offer those types of containers. Another suggestion was for three (3) levels of catering to include: 1. single use plastic; what is currently used is not recyclable but the use of recyclable plastic is being investigated for cost efficiency, 2. biodegradable materials, and 3. zero waste option; china, glassware, etc. The menu is currently being redone in order to include new options.

   The “What is Wellness” Healthy Campus Forum will be held Tuesday, April 28th from 11:00 am to 12:30 pm in the NUC Ballrooms students, faculty, and staff are all invited to attend. The forum will be divided into three (3) health “issues”. They plan on surveying students at Earth Day the week before just to gain more insight as to what they would like to talk about. Sexual
health will be an area that will be addressed. It is also anticipated some students might be interested in talking about nutrition/food policies as well as environmental initiatives.

7. Committee for University IT Project Prioritization (CUIT) Senator Cole Met on March 10 to discuss the portal upgrade and redesign, the famous upgrade (work order), and video conferences. All were approved and prioritized based on other projects.

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

9. Library Learning Commons Task Force Senator Brannon Nothing new to report at this time.

10. Executive Director Library Search Committee Senator LaFave The committee met for the first time yesterday, April 6, to begin the search process.

Senate Standing Committee Reports and Membership

1. Constitution, Parliamentary Procedure, and Elections Committee Chair: Senator Baird Members: Senator Brannon, Senator Irwin, Senator Rogalsky, Senator Supon Elections are still going on:

- Administration Division elected Shandise Brown
- Academic Affairs has filled one of their seats by electing Tracey Romano,
  - the division has two more seats to fill
- Student Affairs elected James Powers
  - the division has one seat to fill

2. Communications Committee Chair: Senator Stone Members: Senator Arnold, Senator Talley, Senator Wheelbarger Nothing new to report at this time.

3. Personnel Policies and Compensation Committee Chair: Senator Shortt Vice Chair: Senator Breslin Members: Senator Curtis, Senator Gillmore, Senator Moore, Senator Renteria, Senator Whatley, Senator Wullstein, Senator Young Senator Shortt gave an update to what was presented last month regarding the “Recommendations for Modifications to Existing IPP System” proposal.

Senator Baird moved to vote on the proposal “Recommendations for Modification to Existing IPP System”. The motion passed.

The committee moved to approve the proposal “Recommendations for Modification to Existing IPP System”.

Senator Waddle moved to correct a misspelled word on page 7 under Section 5. COOPERATION. The motion passed.
Senator Kitsmiller made a motion to change page 1; SSB 2014/2014-002 to SSB 2014/2015-002 in order to state the correct proposal tracking number. The motion passed.

Senator Hogan called for the question.

Senator Terrell stated the question is on the adoption of the motion that “Recommendations for Modifications to Existing IPP System” proposal. The motion passed. The proposal was adopted with corrections after debate.

4. Staff Development and Wellness Committee
Chair: Senator Doherty  Vice Chair: Senator Bounds
Members: Senator Anderson, Senator Bhargava, Senator Waddle
The new chair is Senator Doherty. They are currently working on the bill titled “Resolution in Support of Finding Better Ways to Meet Health Needs of UCO Students, Faculty and Staff”.

5. Information Resources and Technology Committee
Chair: Senator Cole  Vice Chair: Senator Tabatabai
Members: Senator Crudu, Senator Dean, Senator LaFave
Nothing new to report at this time.

6. Alumni and Community Service Committee
Chair: Senator Hogan  Vice Chair: John Wood
Members: Senator Sherman, Senator Tadlock, Senator Vorpahl
Nothing new to report at this time.

7. Ad Hoc Committee: Transportation and Security Fee
Chair: Senator Rogalsky
Members: Senator Bhargava, Senator Cole, Senator Sherman, Senator Tabatabai, Senator Tadlock
The committee is in the investigation process to gain further information. A meeting was scheduled with Lance Doherty, Patrol Officer, and Jeff Harp, Executive Director of Safety and Transportation. However, it has been postponed to next week.

New Business
Senator Renteria moved to commit the following bill “Establishment of a Staff Mentorship program that is aimed at creating an opportunity for retention and professional development among staff.” The motion passed.

Announcements for the good of the order;
Senator Wood announced there will be an earthquake panel on April 8 beginning at 5:00pm with UCO debate team. Beginning at 6:30pm the panel portion of the event will begin. The event is sponsored by the American Democracy Project.
Senator Tadlock announced the Oklahoma Standard the Volunteer Service Learning Center (VSLC) will be talking to people about getting involved to perform acts of kindness. It initially kicked off with the Big Event. It is the first UCO sanctioned event promoting 168 documented acts of kindness by UCO employees, faculty and staff. Please use the hashtag #168acts to include your random act of kindness. There will also be a panel that will discuss the 1995 bombing on April 20 at 9am in the Radke Auditorium in the Transformative Learning Center. Beth Kerr, Legal Counsel, will be moderating the event. The VSLC will also be planning 168 Oklahoma flags around Broncho Lake to honor the lives that were lost that day.

Senator Renteria announced the UCO Boathouse opening will be on April 18 and you should have received an email including link sign up.

**Adjournment**
President Terrell adjourned the meeting at 3:30 p.m.

Respectfully Submitted,
Secretary/Treasurer—Tamra Kitsmiller