



Full Senate Meeting Minutes  
February 6<sup>th</sup>, 1:15 p.m.  
**Wyoming Union Senate Chambers**

**I. Call to Order**

**II. Roll Call**

**a. Present**

David Keto, Lindsay Galey, Jennifer McKenna, Susan Schulz, Meghan Monahan, Rachel Stevens, Katherine Kirkaldie, Cathy Moen, Jennie Hedrick, Mandy Gifford, Kristin Blevins, Xavier Gonzales, Chris Maki, Chad Bade, Kevin Coleman, Heather Earl, Kristen Smoot, Jason Gonzales, Eloy Malsom, Meghan Kerley, Jennifer Heupel, Renee Ballard, James Wheeler, and Jonathan Goldman

**b. Excused**

Carl Mehta and Leland Schroyer

**c. Absent**

Jeannie Czech, Angela Reddick, and Jason Anderson

**d. Proxy**

**III. Approve December Minutes**

- a. Change Wheel to Wheeler
- b. Mead not Meade, Breaking Through should be caps
- c. CREG not CRAG
- d. In 6 correct Jean Durr, 6C item 1
- e. 8 B #2 \$275,000 for the No More Strategic Plan
- f. Old Business
  - i. Include the motion for what passed
- g. Minutes approved as amended

**IV. Approve January Agenda**

- a. Agenda approved

**V. Special Business**

**VI. Administration Reports**

**a. Division of Administration - VP Theobald**

- i. Supplemental budget –

1. \$16 million is in the current budget

a. \$5 million is ongoing

i. \$2.8 million is for pay increases

1. Any increases will go through the salary policy
2. Changes are still being talked about for the salary policy
3. Legislature is still talking about this
4. There is a rule that anyone who makes more than \$80,000 will generate salary increase up to the \$80,000. Increase has not been finalized and this may change.

- 5. If this goes through it will be included in all forthcoming budgets
    - ii. \$1 million that is a match for fundraising in Athletics
    - iii. \$1 million for Science Initiative
  - 2. \$11.5 million is cash, one-time only
    - a. \$4 million School for Energy Research, match for research funding
    - b. \$2.5 million for President's merit-based scholarship, match funding
    - c. \$2.5 million for School of Agriculture, match funding
    - d. \$1 million Strategic Plan Breaking Through
    - e. \$1 million for developing source of non-potable water
      - i. Currently this is to target the golf course – we are currently buying treated drinking water for watering grass.
    - f. \$500,000 for construction of a practice arena for Rodeo
  - ii. Travel the state, connecting with the public
    - 1. Find out the perceptions people have about UW.
  - iii. Have 14 events in the next coming week
    - 1. Campus Parking and Transportation Master Plan
    - 2. Campus Life Master Plan
  - iv. Bills in the legislature concerning community colleges awarding degrees
    - 1. There are 4 bills, one has failed.
- b. Human Resources**
- i. First phase of HCM went live on 22<sup>nd</sup> of January. Sort of a non-event. Little things that have come up are being reviewed and worked on. Peter Arrollo is doing a deep dive into the system. He's exploring the functionalities that are available to us.
  - ii. The GA hire process is a bit clunky. Looking at work-flow and approval issues and what enhancements can be put into place.
  - iii. Being judicious with upgrades to HCM at the moment.
  - iv. Rolled out Performance Evaluation on the 28<sup>th</sup> of January.
    - 1. Training is available for everyone.
      - a. Individual training, online training, there is a question mark icon that will take you to the Employee Learn Center
    - 2. If there is something you are missing or something out of date, any feedback please let HR know.
    - 3. We now have competencies
      - a. Look at the competencies dictionary
    - 4. Everyone has a Goal Plan called Performance.
      - a. Can have more than one Goal Plan
    - 5. Goals from 2018 were manually entered by HR for us.
    - 6. Everyone has one goal of Performance of Essential Duties
    - 7. Many different documents available, including a Probationary
    - 8. Deadline for Evals is end of March
- c. Academic Affairs, Dr. Teena Gabrielson**
- i. HLC (accreditation) Updates
  - ii. Completion degree replacing more or less the distributed majors in A&S. There were several problems with those degrees especially during accreditation. Could not evaluate properly.

- iii. This is trying to help students who have been here a long time and have a collection of credits or students who are transferring in from multiple institutions and have a collection of credits that may not fit well in UW programs.
- iv. In the process now of campus approvals. Hopefully get this in front of BOT by March.

**VII. Guests and Special Programs**

- a. Mines & Associates and Cigna co-presenting for Wellness
  - i. Couldn't make it due to weather
  - ii. Wellness coaching is available
  - iii. These are free counseling session over the phone (4 sessions)
    - 1. These are 4 free sessions per year – when a new year starts you have another 4 free sessions.

**VIII. Liaison Reports**

- a. ASUW President that a new group will be convened to act upon the recommendations received.
- b. Faculty Senate
  - i. Met with Dr. Nichols
    - 1. Gun bill is dead
    - 2. Community Colleges want to be able to award degrees.
    - 3. One bill is about academic freedom
    - 4. Voting on retaining the Geography degree but losing the Geography dept.
    - 5. Can only use approved slogan and logos.
    - 6. Conversation with Kate Miller and Ed Synakowski about how the Research office should be organized.
- c. Advisory Council on Diversity, Equity, and Inclusion (Xavier Gonzales)
  - i. Haven't been able to attend, Senator Gonzales needs to resign from the committee, Senator Kirkaldie has agreed to take over.
- d. Athletics Planning Committee (Cathy Moen)
- e. Campus Master Plan (Renee Ballard)
- f. Great Colleges to Work For Task Force (Carl Mehta & Chris Maki)
  - i. Great Colleges is recommending to the
- g. No More Committee (Renee Ballard)
  - i. Has not met
- h. Public Art Committee (Susan Schulz)
  - i. Has not met
- i. Salary Policy Task Force (Rachel Stevens & Kevin Colman)
  - i. Nothing new to report
- j. Student Media Board (Emily Edgar)
  - i. Met on Feb. 1<sup>st</sup>
  - ii. Approved fiscal 20 budget
  - iii. Owen Wister review is still looking for judges for literature
  - iv. Looking at having a 1<sup>st</sup> Amendment week. Contact them if you are interested in participating
- k. UW Facilities Council (Jason Gonzales)
  - i. Has not met
- l. UW Parking and Transportation Study Team (Jennifer McKenna)
  - i. Going to have final meeting, the 14<sup>th</sup> at 1:30 to present the final results.
- m. Wyoming Union Visioning Team (Kristin Blevins)
  - i. Makie Mitchell was selected

## **IX. Officer Reports**

### **a. President, Renee Ballard**

#### **i. BOT update**

1. Want a shorter winter break but that means shorter J term
  - a. Athletic students benefit greatly from the J term
  - b. How can we use the J term better?
2. Fee book passed
3. Enrollment in Spring, preliminary – not good but better
4. Energy Business certificate, and American Sign Language certificate moving forward.
5. \$1.2 million for HAPC to finish things off
6. Pay off project based on President's priority list
7. Tobin house renovation at about \$1 million
  - a. ResLife was at 102% capacity.

#### **ii. Professional Development Taskforce**

1. Waiting on HCM go live.
2. Now saying that the Professional Development was addressed in the Great Colleges survey and we don't need two committees working on same subject.

#### **iii. Staff Senate issues**

1. Rash of senator resignations.
2. Nomination acceptance for officer positions has been declining severely over the last several years.

#### **iv. Salary Increase Update**

1. We're not getting a 2.1% increase in individual salary; the 2.1% portion of funds will use the salary policy to distribute the funds.

### **b. Vice President, David Keto**

#### **i. Spring fundraiser**

1. Something outside, maybe a tournament
2. What to support
  - a. Pilot Hill was suggested

## **X. Old Business**

## **XI. New Business**

- a. Staff Senate Resolution #235, Request to Establish an Ombudsman Program
- b. New Committee
  - i. UW Travel Policy Committee

1. Senator Keto will serve on this committee

## **XII. Committee Reports**

- a. Communications Committee – Senators McKenna & Stevens
  - i. Pushing for nominations for Staff Awards at SRD
  - ii. Public Assistance Survey
    1. Admin thinks this will be helpful when they present salary issues to BOT & Legislation
  - iii. Meeting – Feb 7, 3, 9:00, Union, 203
- b. Credentials and Elections Committee – Senators Blevins & Galey
  - i. Have 11 vacancies after rash of resignations
  - ii. Officer nominations are open
  - iii. Meeting – Feb 19, 2:00, Wyo Hall, 402

- c. Finance Committee – Senator Gonzales
  - i. 35 goodie bags
  - ii. Working on 50/50, meat package raffles
  - iii. Meeting – Feb 20, 8:30, Merica, 320
- d. Recognition Committee – Senator Hedrick
  - i. Employee of the First Quarter nominations are open
  - ii. SRD
    - 1. Meeting every two weeks
    - 2. All award nominations are open
    - 3. TIAA is going to donate another \$5,000 for the event
    - 4. April 4<sup>th</sup> from 10:00 a.m. – 12:00 p.m.
    - 5. Guests: E.G. Meyers, Pat Gabriel
    - 6. Going to try to include our off-campus staff in the event
      - a. Care packages
      - b. Watch parties
  - iii. Meeting – Feb 14, 9:00, Union, 203
  - iv. Meeting – Feb 28, 9:00, TBD
- e. Staff Relations – Senator Heupel
  - i. HCM was the main, maybe total, topic
  - ii. Meeting – Feb 18, 10:30, Union, 203

### **XIII. Open Forum**

Meeting adjourned at 3:50 p.m.

Respectfully submitted,



Kristen K. Smoot  
Staff Senate Secretary

**STAFF SENATE**  

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**UNIVERSITY OF WYOMING**