

UW Staff Senate Full Meeting

Agenda

September 1, 2021

Zoom



- I) Roll Call
- II) Approve August minutes
 - A) Minutes approved as circulated.
- III) Approve September agenda
 - A) Agenda approved as circulated.
- IV) Special Business
 - A) Michelle DiPasquale, M.A. Violence Prevention Coordinator - Green Dot Training
 - i) Bystander intervention program to reduce interpersonal violence and sexual assault
 - (1) Research based, bystander lens, skill building
 - (2) Everyone does their part
 - (3) Sexual assault and interpersonal violence not tolerated here
 - ii) 35 team members, 632 UW community members trained
 - (1) Student trainings include overview and bystander training
 - (2) Staff trainings include overview trainings for specific departments/units or general
 - (3) Training dates listed <https://www.uwyo.edu/greendot/>
 - (a) Provided twice a month
 - (b) Also toolkits
 - (c) Can recommend student influencers or schedule student trainings
 - iii) Bystander interventions – direct, delegate, distract
 - iv) Proactive green dots – trainings, support for program, tell your friends and coworkers
 - v) If a survivor discloses to you – listen support, report
 - (1) “It’s not your fault,” “I believe you”
 - (2) Staff are mandatory reporters
 - vi) SAFE Campus Services – not UW employee
 - (1) Knight Hall 103
 - vii) Can get in touch with Michelle if you’d like a poster in your department
 - viii) Questions
 - (1) Senator Thraikill – She’s seen Green Dot facemasks around campus – where can we get those?
 - (a) They still have some and might be ordering more. Email her and she’ll try to fill what requests she can.
 - (2) Senator Norris – Is there a part of this program that deals with repercussions for the offender? When situations are reported, retaliation is often a problem.
 - (a) Personal safety and social barriers are covered in the program.
 - (b) Senator ? - There is also information about how to recover from these situations.
 - (3) President Maki – Please take a training if you haven’t yet!
 - B) Confirmation of new senators
 - i) Motion to approve below Senators for confirmation by Senator Kennedy
 - (1) Britany Kathan, Academic Affairs, Seat 5

- (2) Kim Puls, Sponsored Programs, Seat 24
- (3) Chelley Schneider, Office of Engagement & Outreach, at-large rep, Seat 26
- (4) Michael Dunn, UW Foundation, Seat 30
- (5) Seconded by Senator Thraikill

V) Administration reports

A) Division of Administration - Vice President Neil Theobald

i) Budget

- (1) Process for fiscal year 2022 has begun
 - (a) Two budgets from Wyoming legislature (operating and capital)
 - (b) Requests approved by President and Board of Trustees
 - (c) Starts next week with Joint Appropriations Committee (federal funds), and in two weeks with Governor Gordon (state funds), then in December with JAC again (state funds)
- (2) Operating budget requests (highest to lowest priority)
 - (a) \$3 million yearly ongoing for salary increase
 - (b) \$100,000 for rodeo program
 - (c) \$1 million yearly ongoing utility costs for Science Initiative Building (open in November)
 - (i) \$250,000 to hire additional Operations staff and \$320,000 for more equipment
 - (d) \$1 million for additional personnel in Research and Development
 - (e) \$2 million for additional faculty and staff
 - (f) \$200,000 for research dollar matches
 - (g) ~\$2 million for College of Agriculture personnel and resources
- (3) Capital budget requests (highest to lowest priority)
 - (a) \$12.7 million addition to Law School (for program providing lawyers for Wyoming citizens that cannot afford one), north side of school
 - (b) \$40 million to replace bottom of west stands of War Memorial Stadium and replacing Corbett pool
 - (c) \$12 million to continue renovating AMK Ranch (in Grand Teton area)
 - (d) \$500,000 for installation of roundabout at 22nd and Willett
 - (e) \$8.6 million for renovating Extension operations across the state (mostly internet accessibility (\$1.9 million))
 - (f) \$2.6 million for renovating UW College of Education part of Lab School
 - (i) \$1.2 million from K-12 connection (ACSD)

ii) Questions

- (1) Senator Casey - Do we know yet how that \$3 million for salary increases would be distributed? Will it be a 2% salary increase for all employees across the board, or allocated some other way?
 - (a) That hasn't been decided yet.

B) Human Resources - Associate Vice President Tom Koczara

i) New employee orientation

- (1) Transitioned back to hybrid approach (face to face or Zoom)

ii) Fall 2021 COVID19 plan training

- (1) Launched yesterday
- (2) Very short training on Oracle
- (3) Due on September 20th for current employees
 - (a) Will be included in future new employee orientation and training

iii) Questions

- (1) Senator Wolfinbarger – With the potential \$3 million in salary increases, how will that impact the sick leave issue for budget cuts?
 - (a) He doesn't see a connection between the two. Sick leave may or may not be part of the budget cuts; they're running simulations now to figure it out.
- (2) Senator Moen – Regarding the training, is this different than the previous one? Do we just have to indicate that we read it or is there more?
 - (a) This is a required overview of the fall 2021 COVID19 plan. It includes everything relating to COVID19 and campus. You just need to confirm you read the plan. There will be a more detailed educational and informational program coming out soon that will go through management chains. It will not be delivered through Oracle.
- (3) President Maki – The \$3 million ask for salaries is big news for campus. If that is approved, when will it take effect? And will raises be based on merit, market rate, etc.? Would that be ongoing?
 - (a) Vice President Theobald – All requested funding would be available July 1, 2022, including any salary funds. Regarding allocation basis, it will be determined by the President and Board of Trustees. He thinks there would be cost of living, market, and merit components. We would also be asking for salary increase funds for July 2023. The legislature could decide to make it ongoing or for a limited time. They are requesting it to be ongoing (part of the block grant).

C) Academic Affairs - Provost Kevin Carman

i) 2-13 reorganization and budget cuts

- (1) Committees are working on gathering information and compiling reports
- (2) Comments through Academic Affairs portal are being compiled and passed on to appropriate committee chairs
 - (a) External stakeholders mostly concerned with Ag Econ merger with Econ and ending of Chemical Engineering
- (3) Timeline
 - (a) Asked committees to have reports to him by October 1st
 - (b) Final proposal to Board of Trustees
 - (c) Final recommendation from Board of Trustees November 19th

ii) COVID19

- (1) Currently have 95 active cases (89 students, 6 employees)
 - (a) Vaccination rates from survey during pre-semester testing (88% of employees, 66% of students)
 - (b) Large discrepancy between those numbers and website reporting (39.2% of students)

iii) Centralized academic advising

- (1) Proposing having all incoming freshmen be advised by ACES
 - (a) March or April
 - (b) Connected to advisors and faculty in the major they intend to pursue
- (2) More consistent experience, easier transition to college
- (3) ~50% of incoming students change their major before arrival or during their first year
- (4) Moving to Navigate – developed by Educational Advisory Board
 - (a) Most major universities across the country use it
 - (b) Data driven advising platform to find those students that may need more help
 - (c) Activated by end of semester, ready for Spring semester

iv) New program next fall for incoming freshmen and one for transfer students

- (1) Saddle Up - "boot camp" for students in the 5-6 days before the start of their first semester

- (a) Move in to residence halls, participate in classes in their majors, mentor for each 6-8 students
- (b) Will impact orientation and onboarding of students
- (c) Modeled after award winning program at UN - Reno
- v) Questions
 - (1) Senator Sheen - Would the student be undeclared or listed under their desired major as a first year student?
 - (a) They would still declare a major like they do now and be connected with advisors in that area.

VI) Old Business

VII) Liaison Reports

A) ASUW

- i) No representative present.

B) Faculty Senate - Chair Adrienne Freng

- i) They have not met yet this semester.
- ii) Working with ASUW and Staff Senate over the summer
 - (1) COVID19 policies
 - (a) Board of Trustees deciding this month whether to extend the mask mandate
 - (b) Cases continuing to increase
 - (2) University reorganization
 - (a) Committee reports due October 1st

iii) Questions

- (1) Senator Casey – Regarding the 2-13 committees, the Provost asked that someone from Legal to be involved with each committee. Is that that something Faculty Senate is part of?
 - (a) Legal serves as ex officio members of those committees. She believes that some committees are using them as questions arise, but not necessarily all of them. She believes that reasoning is to be able to provide answers on issues around rights of faculty and such.

C) 2-13 Committees (Multiple Senators)

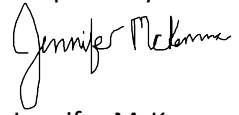
- i) Chemistry and Chemical Engineering – Senator (could not hear)
- ii) Computer Science and Electrical and Computer Engineering - Senator Riske
 - (1) Focused on unintended consequences for students
 - (2) Proposed organizations for new department
 - (3) Had several listening sessions
 - (4) Questions
 - (a) President Maki – Are they discussing any reductions in class offerings?
 - (i) They've discussed curriculum, but aren't presenting options just recommendations. They're looking at how to consolidate or add to classes.
- iii) Economics and Agricultural Economics and Applied Sciences – Senator Vick
 - (1) Met with one subgroup but has not met with the whole committee.
- iv) English and Creative Writing – Senator Smart
 - (1) Representative not present.
- v) Family and Consumer Sciences – Senator Maki
 - (1) Has not met with the committee.
- vi) Kinesiology and Health and Nutrition – Senator Comeau
 - (1) Has not met with the committee yet.
- vii) Life Sciences – Senator McKenna

- (1) Representative not present.
- viii) Petroleum Engineering and Geology and Geophysics – Open
- ix) Physics and Astronomy and Atmospheric Sciences – Senator Heupel
 - (1) Has not met with the committee yet.
- x) School of Counseling, Leadership, Advocacy, and Design and College of Education – Senator Moen
 - (1) Has not met with full committee yet.
- xi) Visual and Performing Arts – Senator Casey
 - (1) Has not met with committee yet.
 - (2) Email communications -
 - (a) Curious about what the cost saving measure is, seems to be more for synergy
 - (b) Staff concerned about further staffing cuts
- D) Advisory Council on Diversity, Equity, and Inclusion (Senator Buell)
 - i) Have not yet met.
- E) Athletics Planning Committee (Senator Moen)
 - i) Have not yet met.
- F) Enterprise Risk Management Advisory Committee (President Maki)
 - i) Last meeting attended by Senator Thraikill
 - ii) Adding meeting information to SP
 - iii) Working to engage students after enrollment
 - iv) Enrollment management and student success
- G) Food Security Taskforce (Senator Stratton)
 - i) Representative not present.
- H) No More Committee (Senator Biertzer)
 - i) Planning for next semester (branding, marketing, calendar of events)
 - ii) Revisiting strategic plan
- I) Public Art Committee (Senator Moore)
 - i) Representative not present.
- J) Strategic Plan Working Group (Senator Kennedy)
 - i) Has not yet met.
- K) Student Media Board (Emily Edgar)
 - i) Representative not present.
 - ii) Discussing continuing renovations
- L) USP Update Working Group (Richard Raridon)
 - i) Representative not present.
- VIII) Officer Updates
 - A) President, Chris Maki
 - i) Board of Trustees
 - (1) Mask mandate until September 20th
 - (2) Presidential working group with Senates, medical stakeholders, representatives from Academic Affairs and Chad Baldwin (Presidential Advisory Committee on COVID19)
 - (a) Education program – information about the virus, masking, vaccination
 - (b) Developing intervention and mitigation strategies (masking plan, criteria for continuing of masking)
 - (c) Enhance communications for increased buy-in of COVID19 mitigation policies
 - (d) Weekly infection rates, CDC guidance, etc. to President

- ii) Vaccine Working Group
 - (1) We don't know why students aren't officially reporting vaccines.
- B) Vice President, Brianna Casey
 - i) Homecoming – “Come Home Cowboys”
 - (1) October 21st
 - (2) Deadline for submission is October 13th
 - (3) Send her ideas for the parade
 - ii) Holiday food drive
 - (1) Generally between Thanksgiving and Christmas
 - (2) Same this year, or another time?
 - iii) Holiday Market
 - (1) Senator Moore heading that committee
- IX) New Business
- X) Committee Reports
 - A) Communications Committee – Senator Moen
 - i) Meeting – September 2, 10:00am, Zoom (meeting ID 537 394 0029)
 - B) Credentials and Elections Committee – Senator Kennedy
 - i) Meeting – September 21, 2:00pm, Zoom (meeting ID [94995620419](#))
 - ii) Friday – new Senator session, open to all
 - C) Finance Committee – Senator Gonzales
 - i) Meeting – September 15, 8:30am, Zoom
 - D) Holiday Market – Senator Moore
 - i) Meeting – TBA
 - ii) Two potential locations
 - (1) Wyoming Union (\$500)
 - (a) Restrictions on food and UW products
 - (b) Union lot will be accessible by the end of the month
 - (c) 12000 square feet
 - (2) Education Conference Center at Hilton (\$2000)
 - (a) Smaller space would limit vendors, but better parking
 - (b) 12000 square feet [9000 square feet (\$1000)]
 - (3) Raise about \$3000
 - (4) Visual poll taken using Zoom hand raise option
 - (a) Education Conference Center
 - iii) December 10th
 - (1) Send out vendor information by October 15th
 - E) Recognition Committee – Senator Vick
 - i) Meeting – September 15, 10am, Zoom or in person
 - ii) Please consider serving on this committee.
 - F) Staff Relations Committee – Senator Czech
 - i) Meeting – September 14, 1:30pm, Zoom (meeting ID 94163741576)
 - ii) Minutes on SP
- XI) Open forum

Meeting adjourned at ~3:05 PM.

Respectfully submitted,

A handwritten signature in black ink that reads "Jennifer McKenna". The signature is written in a cursive style with a large initial "J" and "M".

Jennifer McKenna

Staff Senate Secretary