

## UW Staff Senate Full Meeting

### Agenda

February 3, 2022 1:15 p.m.

Zoom

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- I) Roll Call
- II) Approve January minutes
  - A) Minutes approved as circulated.
- III) Approve February agenda
  - A) Agenda approved as circulated.
- IV) Special Business
  - A) Confirmation of interim Parliamentarian, Tim Nichols
    - i) Moved to confirm by Senator Kennedy
    - ii) Seconded by Senator Thrailkill
- V) Administration reports
  - A) Academic Affairs – Vice Provost Jim Ahern
    - i) School of Graduate Education
      - (1) Re-establishing a graduate school
        - (a) Graduate enrollment is increasing
        - (b) Previous budget cuts (2009) effectively dismantled previous Graduate School
        - (c) Recommended by Graduate Council in 2015
        - (d) Office of Graduate Education established in 2018
          - (i) CGS consultation recommended strong, central oversight and appointing a graduate dean
          - (ii) Gradually growing services and scope
        - (e) Out of line with peers in some areas right now, especially the lack of a dean
        - (f) Need some small changes (names, positions), some bigger ones (graduate faculty, graduate student council, formal partners), but can do it within budget cut restrictions
      - (2) In Academic Affairs, but connected with areas across campus
      - (3) Board of Trustees approved Notice of Intent in November 2021
        - (a) Plan should be ready for distribution by the end of February
      - (4) Questions
        - (a) Through chat - Regarding the inequity and policies you mentioned for graduate students in different colleges; how will the School of Graduate Education help with that?
          - (i) It used to be very unclear who could be on a graduate committee, what was required for students, etc. Central oversight will help with that.
        - (b) Through chat - With staff being short around campus, will the school plan on taking GAs from other departments?
          - (i) Not as of now, but he understands the concern. If there are opportunities to streamline the process, he's interested in talking about it.
        - (c) Senator Gomez – Will the College of Business master's program move to the graduate school? Have you looked at which programs would be better served by moving?
          - (i) We are not planning on moving any programs outside of their degree areas. They're recentralizing administrative oversight but will still be sort of decentralized. It will allow the programs autonomy to make changes to various areas of graduate student work and

recruitment and such. We don't have the resources to fully administer all graduate degrees. They won't hire GAs but do fund some of them. They're there to help, to be part of the process, not the whole process.

B) Division of Administration – Vice President Bill Mai

i) Capital construction

(1) Questions

- (a) Through chat – What is the anticipated end date for parking garage and how many spaces will it have? What is the budget for it?
  - (i) About 350 spaces, and it should be finished November 2022. The budget is roughly \$26 million.
- (b) Through chat – Is there a plan to repair the Ivinson Street corridor?
  - (i) Just the section impacted by garage construction, as of now.
- (c) Through chat – With Ivinson and dorm landscaping plans, are there plans for bike corridors on Ivinson or 15<sup>th</sup>?
  - (i) Ivinson is not a UW street, but the town does have a plan for a “makeover” of Ivinson, but it's been in the works for a long time.
- (d) Faculty Senate Chair Freng - Are there any plans to offer staff reduced prices for parking garage passes?
  - (i) No, not as of now. The Board of Trustees approved the new parking rate structure in January. It's around \$400 – 450 for a garage pass. He's working with Paul Kunkel in parking to reduce that fee and move it to more “reserved” parking.
- (e) Through chat – Are there any plans to change the view lines of Half Acre from the new dorms?
  - (i) That may be more of a question for the people that run Half Acre.
- (f) Through chat – Is there a date for start of dorm construction?
  - (i) They've already spent ~\$17.5 million in destruction and utility moving, but the foundation pouring should be starting this summer.
- (g) Faculty Chair Freng - Is there a plan for the new parking designations?
  - (i) He doesn't have it with him, but they are redesignating parking areas from A, C, R, etc. to more location-based designations and pricing. Central parking is more than distant ones. A garage permit lets you park anywhere, and so on, and more restrictive permits will be cheaper.
- (h) President Maki – Any other projects coming up or currently funded and planned?
  - (i) The pool, stadium, and Law School projects are up to the legislature, whose session begins in a couple of weeks. The Law school project could start this fall if it's funded, since the design was approved. The pool and stadium are at least a year out.
  - (ii) It's just housing and parking right now (\$120 million). The Science Initiative Building is almost ready to move people in.
- (i) Through chat – How does the stadium project help us become a Tier 1 institution?
  - (i) Division I athletics is part of being a Tier 1 institution, and those decisions have been made by previous and current administrations and Trustees.
- (j) Through chat – When will we know about future projects?
  - (i) By March 12, unless the legislature extends their session.

C) Human Resources – Interim Vice President Deb Marutsky

- i) Training recommendations will be sent out every other week
- ii) Deer Oaks newsletter sent out

(1) <https://www.uwyo.edu/hr/employee-benefits/employee-assistance-program/index.html>

(2) [deeroakseap.com](http://deeroakseap.com)

iii) February is American Heart Health Month

iv) Questions

(1) Through chat – Do the Deer Oaks counseling sessions roll over each year?

(a) It's six sessions per "incident," so you could have multiple groups of sessions.

(2) Senator Casey – The six sessions refresh each year, right? She's had some constituents notice that they weren't being referred to local providers. Is that being addressed?

(a) Yes, you can have more each year. She can look into our local partners; have those with issues reach out to her or a benefits specialist. Wyoming has a shortage of mental health providers, so that might be part of the issue.

(b) Senator Heupel – If you go out of network, the cost won't go towards your deductible.

(3) Senator Nelson – She's heard similar concerns as Senator Casey, generally pushing telehealth medicine, or being told they can't help with local providers. Also, thank you for the email about evaluation training.

(4) President Maki – Is there a requirement for supervisors to take evaluation training?

(a) No.

(5) Senator McKenna – Please keep in mind that not all supervisors are staff, some are faculty.

D) Student Affairs – No representative available.

VI) Liaison Reports

A) ASUW – no representative present

B) Faculty Senate – Chair Adrienne Freng

i) Faculty are concerned about cost and distribution of parking

ii) Focused on searches for deans and VP for Research, Strategic Planning

iii) Meeting with Provost

(1) Regarding changing job percentage distribution, with regards to moving towards a more research-based institution

(2) Book costs for students

C) 2-13 Committees (President Maki/Senator Casey)

i) Most discussions being held at the Provost/Dean level

ii) Family and Consumer Sciences isn't moving to Kinesiology, but not sure where it is moving

D) Advisory Council on Diversity, Equity, and Inclusion (Senator Biertzer)

i) Chief Diversity Officer has been modified to a Vice President position

(1) Parker will manage the search

(2) Search team being put together now, and will post position soon (she is on this team)

E) Athletics Planning Committee (Senator Schneider)

i) Would like someone to take this over; contact President Maki if you're interested

F) Enterprise Risk Management Advisory Committee (President Maki/Senator Thrailkill)

i) No meeting this month

G) Food Security Taskforce - (Meghan Monahan)

i) Call for food security project for spring

ii) Looking for mentors

iii) Higher levels of food security in students of color

H) Landscaping Committee (Senator needed)

i) Addition of ADA parking spots closer to Union

- I) No More Committee (Senator Biertzer)
  - i) Have not met yet.
- J) Public Art Committee - (Senator Goyn)
  - i) Have not met yet.
- K) Saddle Up Committee (Senator Biertzer)
- L) Strategic Plan Working Group (Senator Casey/Senator Gomez)
  - i) First meeting February 10<sup>th</sup>
  - ii) Some charges - value propositions, key performance indicators, mechanisms and classes, managing change, reorganization, continual processes, creating a living document, etc.
- M) Student Media Board (Emily Edgar)
  - i) Hired enough staff to fully support print and digital Branding Iron
  - ii) Have student positions open
  - iii) Progress on Union remodel, hopefully finished this semester
- N) USP Update Working Group (Senator Raridon)
  - i) Had a retreat to kick off
  - ii) Focus on process and being open and transparent, acknowledge that staff are burned out and don't want to add to that
  - iii) Forming subcommittees and gathering data
    - (1) Including community colleges from the start
    - (2) Marketing and outreach
  - iv) Website available soon
  - v) Met with Provost regarding boundaries, charge, etc.
    - (1) Strong DEI component

## VII) Officer Updates

- A) President, Chris Maki
  - i) Let her know if you want details about the last Board of Trustees meeting
  - ii) VP of Research search in progress
    - (1) Has met with all of them, and is impressed so far
  - iii) Requests for liaisons for Economic Development committee and Academic Calendar committee
    - (1) Let her know if you're interested in either
    - (2) Senator Thrailkill will serve on Academic Calendar committee
    - (3) Senator Gomez may be interested in serving on Economic Development
  - iv) Discussion of creation of a process team
    - (1) Please let her know if you're interested in serving
      - (a) Senator Gomez is interested
  - v) Shared governance
    - (1) [http://www.uwyo.edu/acadaffairs/\\_files/docs/pyth\\_shared\\_governance\\_white\\_paper.pdf](http://www.uwyo.edu/acadaffairs/_files/docs/pyth_shared_governance_white_paper.pdf)
    - (2) How do we, as a Senate, work with Administration to make decisions that impact campus
    - (3) What do we need
    - (4) Action items to ensure staff voices are heard and involved in planning committees
      - (a) It's gotten better, but what's next?
  - vi) Equitable access to books an issue in ASUW and Faculty Senate
    - (1) Bookstore looking at having a set book price added to a student's fees, which is non-negotiable; books delivered electronically
      - (a) Vice Provost Ahern - Whether students will be able to opt-out of EA is still an open question.

- (b) Faculty Senate Chair Freng – The idea is good, since it evens out book costs for majors that are significantly higher than others. The set cost may be per semester or per credit hour. A big concern is that students can't opt out of this, and it might be financially sound for a lot of them. ASUW will be sending out a survey. It would be charged with tuition and fees.
- (c) Senator Thrailkill - Will devices for reading electronic books be made available?
  - (i) That hasn't been part of the conversation. Students access WyoLearn through an electronic medium so they're probably presuming students will use that for books.
  - (ii) Senator Casey - IT has devices to rent for the semester.
- (d) Senator Gomez – Was there a study done regarding book costs at the Bookstore versus elsewhere? How would the price be set?
  - (i) Chair Freng – The Bookstore did a study of the cost of books through them for an average student. She's not sure if they've looked at other places students might be getting books.s.
- (e) Senator Thrailkill – Has there been discussions with the library regarding expanding their electronic collections?
  - (i) Faculty Senate Chair Freng - It's a great idea; she doesn't know if that conversation has happened. Open Access has been discussed. Faculty have been trying to move to more open access materials to help decrease costs for students; they may not keep that up if there is just a flat cost.

vii) Upcoming Board of Trustees mask mandate discussion

- (1) Senator Casey – wasn't there going to be a survey about this?

- (a) It didn't end up happening. The discussion was about whether we should use science-based processes or those based on opinions. KN95 masks are available across campus.

B) Vice President, Brianna Casey

VIII) New Business

IX) Old Business

X) Committee Reports

A) Communications Committee – Senator Casey

- i) Meeting – February 3, 10:00am, Zoom (meeting ID 5373940029)
- ii) Need a chair

B) Credentials and Elections Committee – Senator Kennedy

- i) Meeting – February 15, 2:00pm, Zoom (meeting ID [94995620419](#))
- ii) Encourage Senators to connect with constituents
- iii) Officer elections coming up
- iv) Constituent list consistency

C) Finance Committee – Senator Gonzales

- i) Meeting – February 16, 8:30am, Zoom
- ii) 10 staff scholarships distributed

D) Holiday Market – Senator Heupel

- i) TBD
- ii) Next will be December 9, 2022, at the same location as this year
- iii) Sending survey to vendors for improvements, ideas, thoughts, etc.

E) Recognition Committee – Senator Sala-Boggs & Senator Schneider

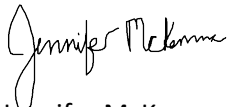
- i) Meeting – TBD
- ii) Will contact the committee soon to set up a meeting

- iii) With such a late start and COVID19 still an issue, SRD may be different this year
  - iv) Senator Raridon – A constituent had a question regarding how years of service is determined.
    - (1) President Maki – It's based on fiscal year.
- F) Staff Relations Committee – Senator Czech & Senator Heupel
- i) Meeting – February 16, 2pm, Zoom (meeting ID 97495210986)
  - ii) Minutes on SP and were emailed
    - (1) Performance evaluation training
  - iii) Email chairs if you have items you'd like them to bring to Human Resources
    - (1) Classification issues
    - (2) Hiring is taking much too long
    - (3) They can keep things confidential if you'd like
  - iv) Senator Comeau – Hiring student employees can be challenging, especially since they must rely on the student to know if they've completed all steps. Is there a way those that are doing the hiring could check on the HR process? He knows they can't have access.
    - (1) Senator Riske – Supervisors can't have access to that information. You can look at your requisition, since it will show their progress.
    - (2) Senator Czech – Since Tom Koczara has left, they've been getting much fewer communications.
  - v) Senator Thrailkill – She's still concerned about the lack of 360 reviews. It's not hard to implement, especially since HCM has the capability.

XI) Open forum

Meeting adjourned at 3:18 PM.

Respectfully submitted,



Jennifer McKenna

Staff Senate Secretary