

UW Staff Senate Full Meeting

Agenda

April 6, 2022 1:15 p.m.

Zoom



- I) Roll Call
- II) Approve March minutes
 - A) Minutes approved as circulated
- III) Approve April agenda
 - A) Agenda approved as circulated
- IV) Special Business
 - A) Call for motion to postpone the current effects of Senator seat allocation until Bill 53 is voted on
 - i) Moved by Senator Kennedy
 - ii) Seconded by Senator Thrailkill
 - B) Officer Elections – Senator Kennedy
 - i) Officer election link sent by chat for Senators only
- V) Administration reports
 - A) President Seidel
 - i) Basic support for faculty and staff considered in budget meetings
 - (1) Salaries
 - (a) \$8 million/year for two years; anticipated to be in the block grant going forward
 - (b) Governor supportive of staff raises
 - (c) Both across the board raise and performance/equity based
 - ii) Associate Vice President for Human Resources
 - (1) The position is currently advertised.
 - iii) Retention for staff and faculty
 - (1) They want to be able to both symbolically and actually reward staff efforts and accomplishments.
 - iv) Questions
 - (1) Senator Nelson – Are we still thinking July 1st for the raises to be active?
 - (a) Yes. We'll take the plan for raises to the May Board of Trustees meeting.
 - (2) President Maki (chat) - Are we looking to raise base pay, or just for current employees?
 - (a) He's not certain how that will work, but if you have funding available, you can cover positions instead of people.
 - (3) President Maki (chat) – Will we be able to see the proposal before it goes to the Board of Trustees in May?
 - (a) They've gotten input from both Faculty and Staff Senates, but he's not sure how that would work in the usual process.
 - (4) President Maki – We are looking into being involved in classification and compensation in the future.
 - (a) There will be a comprehensive process taking place over the next several years, and there will be senates involved. We're working with the legislature to define our personnel and budget needs, including raising private funds. One goal is still to become a Carnegie level 1 research institution.
 - (5) President Maki – What is the status of the ombudsman?

- (a) They are still in discussion on how to make it happen, but he is in favor of making it happen.
- (6) President Maki – Senate is preparing to implement the Process Improvement Committee.
 - (a) He's very appreciative of those efforts.
- (7) Senator Nelson – Regarding raises from the legislature, did you say that you were working on making these permanent?
 - (a) There are discussions about adding that \$8 million/year to our yearly budget. It would take an additional action to add more money for more raises in the future. They're also having discussions with the legislature about raising our budget in general.
- B) Academic Affairs – Vice Provost Anne Alexander
 - i) Updating Strategic Plan
 - (1) Identification of priorities and processes that are helping or hindering us
 - (2) Want to meet with all units twice – once about what's getting in your way, once about what our mission should look like in the future
 - (3) IDEA labs ongoing, with surveys on their website (<http://www.uwyo.edu/acadaffairs/plans/team/sessions.html>)
 - (4) First draft hopefully in May
 - (5) Survey going to staff for feedback coming soon
 - ii) Budgets
 - iii) Dean position searches underway
 - iv) Questions
 - (1) President Maki – When with the Health Sci dean be announced?
 - (a) Soon; negotiations are underway now.
- C) Division of Administration – Paul Kunkel
 - i) FY23 Parking Plan
 - (1) Tiered parking permit allocation
 - (a) Zones and tiers based on supply and demand, proximity to core campus
 - (i) Garage - \$435/annually, limited, will have waitlist; faculty and staff get first priority
 - (ii) Central - \$294/annually, limited and controlled by waitlist, only by semester this year, choose top three lots, priority is first come, first served; faculty and staff get first priority
 - (iii) Perimeter - \$210/annually, some zones controlled by waitlists
 - (iv) Peripheral - \$105/annually, no sales restrictions
 - (v) Resident - \$246/annually, on campus residences, limited by capacity
 - (vi) Remote - \$42/annually, no sales restrictions
 - (vii) Others -
 - 1. Disability permits pricing based on primary use location
 - 2. Motorcycle permits good in any zone, \$84/annually
 - 3. Day permits - \$7/day
 - (b) Common strategy among universities
 - (c) Tighter control on permits per zone/lot will increase the odds of finding a spot in your designated zone
 - (d) Timeline -
 - (i) Send permit information to campus in May; will hopefully have some informational sessions
 - (ii) Waitlists and reserved space registrations open in June
 - (iii) Waitlist notifications sent out, and permits purchased in July
 - (iv) Send out permits in August
 - (2) Updated fee structure

- (3) East Union lot closing December 2022
 - (a) Bus stops remain until Willett Roundabout opens (will serve as main campus transit hub)
 - (b) Construction staging in the short term, changing to a green space later
- (4) Ivinson parking garage opening January 2023
 - (a) 349 permitted spaces, 40 short term paid parking spaces, ADA and motorcycle spaces
 - (i) 8'2" height on first level, higher levels will have 7' height restriction due to ramps
 - (b) UW Police in lower level, UWYO and Laramie bus stop
 - (c) Gateless, monitored by cameras at entrances and exits
- (5) License plate recognition implementation
 - (a) Virtual permitting
 - (b) License plate serves as permit
 - (c) Short-term paid parking through app
 - (d) Can be enforced virtually or live
- (6) Personally reserved parking spaces
 - (a) \$1200/annually
 - (b) Must also have permit for the specific lot
- (7) Expanded hours for transit services
 - (a) Laramie Link resuming fixed routes Fall 2022
 - (b) Longer hours once Union lot closes
 - (c) Reduced route service in early mornings
- ii) Questions
 - (1) President Maki – Can we have a copy of the slide deck and share it with our constituents?
 - (a) Yes.
 - (2) Senator Thrailkill - How many spaces have been lost at Anthropology parking lot, street parking along Lewis, street parking along 9th at Science Initiative, Wyoming Hall parking lot, and will be lost at the day lot and Union parking lot?
 - (a) The Anthropology lot had about 50 spaces; the total from the Union, day lot, and Wyo Hall is about 435. We have gained 105 spaces on North Lewis at the old Fleet lots and will be getting a few more after converting old houses to parking.
 - (3) Senator Thrailkill - What percentages go into a "reasonable expectation" in terms of permit sales?
 - (a) There is different data for each lot that will determine how to under- or oversell. They will start very conservatively and monitor usage. While they can't control for all situations, you will be more likely to find spaces in your lot in the future.
 - (4) Senator Thrailkill - For the purple tier, will the northern most bus stop in the soccer field parking lot (along 30th street) be reopened?
 - (a) Likely not. We will move that shelter to a new bus stop on Bradley Street. That shelter had very low utilization.
 - (5) Renee Laegreid - What happens if someone tries to park in their assigned lot but can't find a space? Will they be ticketed if they park in a different lot?
 - (a) The goal is for that not to happen, but that will be part of the transition phase. They'll be flexible and communicate issues to users.
 - (6) Senator Casey - How many Gold/Brown permits will there be? And how many A permits are there currently, if you know? And sorry if this was on the slides and I missed it, but are all zones other than Green only enforced M-F 8-5?
 - (a) He doesn't know because they're waiting on usage data. In the fall, probably 350-450; in the spring, 700-800.
 - (b) There will be a few zones that will be enforced 24/7.
 - (7) Senator Casey - Will there be electric car charging stations added to any of the lots?

- (a) Not this year, but there will be funding coming from the infrastructure bill. It's mostly for main corridors but will have some funds that UW can and will apply for. He's working on some proposals/plans now.
- (8) Senator Thrailkill - Will you still be able to link more than one vehicle/license plate to a permit?
(a) Yes. You can link up to three vehicles.
- (9) Senator Raridon - My understanding is the price increases are being implemented to pay for parking improvements such as the Iverson garage and a future planned garage. Have projections accounted for the number of faculty/staff who will no longer be purchasing any permit due to these changes?
(a) Part of increase is new responsibilities from President and Provost, in addition to build a maintenance fund, and debt service with bonds. They put together several models, so even if demand goes down from faculty/staff, students will likely fill it.
- (10) Senator Fifield - How will this affect move in when all the orange spaces by the halls will be used for move-in only?
(a) It will work the same way it has for the last couple of years. Having zones will enable them to be able to communicate to patrons using those specific lots.
- (11) Senator Allred proxy - How will this affect departments that purchase permits for work vehicles?
(a) University service vehicle permits are \$315/year. It will be handled virtually.
- (12) Senator Kennedy - Many offices provide day passes for visitors - how can we do this through the virtual system?
- (13) Senator Sala-Boggs - The foundation also gives out passes to donors/etc.... will they still be available?
- (14) President Maki - if the garage isn't done will they still close the Union lot?
(a) It's possible, and we'll know more in the next few months?
- (15) President Maki - what is happening on Lewis today? And how will ticketing be handled there?
(a) He's not sure what's happening on Lewis today. UW owns Lewis Street from 9th - 12th Streets. It will likely close to parking in general; some side streets may stay open for permitted parking. The plans are still in progress, but nothing will change until September.
- (16) How many A permits did we sell this year?
(a) About 1000. We usually sell 1200-1300.
- (17) With no Union lot, where will ADA parking be located?
(a) It will be near residence halls; they have taken all applicable laws and such into account.
- (18) Will there be parking during construction?
(a) Yes
- (19) Are we going to stripe parallel parking on streets?
(a) They're working with Operations on that.
- (20) President Maki - How many spots will be in the brown zone on 11th and 12th Streets? Is this not a walking area for students?
(a) Lot 103 is actually a walking space and not a parking lot. The lots are being adjusted daily, so he doesn't have final numbers yet.
- (21) How much will day permits cost, and what about short-term parking?
(a) Day permits will be \$7 and will be physical or virtual. Departments can take care of purchasing permits online and will not need to give visitors a physical permit.
- (22) Is there a system for LPR /purchasing new vehicles?
(a) Yes, you can give them your temporary tag number.
- (23) Senator Harris - Will vehicles with U permits be able to park in all zones?
(a) Yes.
- (24) How will we handle Coleman bikes that students are driving but aren't licensed and are parking in bike spots? Do they need to be permitted as bicycles?

- (a) He's not aware of this.
- (25) Senator Swierczek- Will lots such as South Lot have a fee to park?
 - (a) No.
- (26) In front of IT is all residential with no staff parking.
 - (a) There are several staff parking spaces around IT.
- D) Human Resources – Jesse Begin
 - i) Talent acquisition – 445 open requisitions, 111/recruiter, 817 total hires in 1st quarter
 - ii) Compensation/classification/records - 131 position requests received this year, 30 classified staff audits done this year, working on creating and updating career ladders
 - iii) Accommodations – 86 reasonable accommodations, can request on HR's ADA website
 - iv) 35 work injuries reported this year
 - v) Performance evaluations – 1613 total, 1326 completed (mostly during the last week)
 - (1) Please take these seriously and set aside time to work on them
 - vi) Learning and development -
 - (1) HR professional development series weekly
 - (a) LinkedIn Learning - 16,000 videos viewed, 600 course completions in the 1st quarter
 - (2) HCM Manager's survey – part of endeavor to revamp WyoCloud HCM interface, high response rate from DHRs and area/department supervisors, will result in more supervisor trainings
 - vii) Payroll – 279 employees were at risk of not getting paid due to timecards not getting approved, late hires are working before they are in the system causing issues
 - viii) AVP of Human Resources posted March 23
 - ix) Employee and Staff Partner position open
 - x) Manager of Inclusivity Initiatives hired
 - xi) Employee Handbook approved – check out the changes
 - xii) Questions
 - (1) Gayle Amundson - March time autofeed is not due until 4/19, but according to Sherilyn, we were supposed to wait for the autofeed and not submit each week or biweek. Has that changed?
 - (a) Please reach out to Sherilyn.
 - (2) Senator Nelson - Regarding career ladders and updating existing ladders, will HR publish something showing what those career ladders are for the different departments once that's finalized? And do you have an ETA?
 - (a) Yes, since it would be a new concept for campus. No, no ETA right now.
- E) Student Affairs – Ass. Vice President Nycole Courtney
 - i) Student Health has given over 1660 vaccines.
 - ii) Engagement
 - (1) Campus rec seeing ~1200 patrons/day
 - (2) Outreach and counseling
 - (3) Living and learning communities
 - (a) Looking at bringing on a faculty fellow
 - (4) Navigate platform - connecting students with centers and advising across campus
 - (a) Completed phase 1
 - (5) focusing on diversity, equity, and inclusion
 - (6) Saddle Up – helping new students navigate all parts of campus life, 5-day bootcamp August 15 - 19
 - (7) Resource fair on the last Friday – reach out if you're interested in being part of it
 - iii) Graduation coming up – may 14 in Arena Auditorium
 - iv) Questions -
 - (1) President Maki – How many students will be graduation? Where?
 - (a) She's not sure, but 1200 have registered to walk.
 - (2) President Maki – Can students opt out of Saddle UP?

- (a) A committee is being formed to look into opt-out requests. All first-time, full-time students are required to attend. If the waiver is granted, they will have some other tasks to do the first week of classes.
- (3) President Maki – How will Saddle Up work for transfer students?
 - (a) It's optional. Some events at UW Casper and online. It will launch May – July.
- (4) President Maki – What is the official move in day for Saddle Up? And for upperclassmen?
 - (a) May 14th. Anytime that week is available for other students.
- (5) President Maki – what if a student withdrew during Saddle UP?
 - (a) We don't want to discourage any students, and encourage attendance, as it's been shown to help increase student success. They're working with the University of Nevada (?), who has already implemented this program. They're going to be very flexible this first year.

VI) Liaison Reports

A) ASUW

- i) No representative president
- ii) Holding officer elections

B) Faculty Senate – Renee Laegreid

- i) Strategic planning
 - (1) More staff involvement
- ii) Test optional admissions
 - (1) SAT and ACT test scores not needed during COVID; should we reinstate the requirement?
- iii) Risk assessment survey
- iv) Salary and Compensation committee provided recommendations to the President
 - (1) Base increases
 - (2) Flexibility in departments
- v) Changes to 2-13 process stemming from concerns that arose last fall
- vi) Calendar committee
- vii) Working on proposals for various programs, bylaws, and committee structure
- viii) Questions -
 - (1) President Maki – Do we have space for Staff Senate engagement on 2-13 committees?
 - (a) They have been talking about it, and she'll bring it up at the next Exec meeting.

C) Academic Calendar Committee (Senator Thrailkill)

- i) Created a calendar for academic years through 2026-2027
- ii) Open for public comment
 - (1) <http://www.uwyo.edu/acadaffairs/calendar/calendar-committee/calendar-committee.html>
- iii) To Board of Trustees at their May meeting

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

- i) Will not meet until August, once new director is hired

E) Athletics Planning Committee (Senator Teng)

F) Classification/Compensation (Senator Nichols)

- i) Recommendations sent to President's office

G) Economic Development Committee (Senator Gomez)

H) Enterprise Risk Management Advisory Committee (President Maki and Senator Thrailkill)

- i) Assigned risk levels
 - (1) Looking at higher risk items/activities (e.g., recruiting, retention of faculty/staff, building security and access)

I) Food Security Taskforce (Meghan Monahan)

- i) Working on food security campaign this week
 - (1) <https://www.uwyo.edu/foundation/crowdfunding/index.html?cfpage=/o/university-of-wyoming/i/you-fund/s/uwfoodsecuritytaskforce>

- J) Laramigo Award (Senators Goyn and Raridon)
 - i) Selection finalized
 - K) No More Committee (Senator Biertzer)
 - i) April is Sexual Assault Awareness Month
 - ii) April 19th – denim day for violence prevention
 - L) Public Art Committee (Senator Goyn)
 - i) Have not met yet
 - M) Strategic Plan Working Group (Senators Casey, Gomez, Maki)
 - i) Most academic groups are through their first dialogues
 - (1) Not very well attended by staff
 - (a) Email the representatives if you haven't been getting invites and would like to
 - ii) IDEA labs in progress, surveys are posted if you can't make it to the live sessions
 - iii) Will send link out for anonymous feedback, looking for actionable items on how to make UW a great place to work
 - N) Student Media Board (Emily Edgar)
 - i) Almost ready to move into their new space
 - O) USP Update Working Group (Senator Raridon)
 - i) Currently in phase 1 of collecting information
 - (1) <https://www.uwyo.edu/usp/next-gen/index.html>
 - ii) Breaking into subcommittees
- VII) Officer Updates
- A) President, Chris Maki
 - i) Will likely meet in person in Senate chambers starting with May meeting
 - ii) Salary compensation discussions
 - iii) Board of Trustees
 - (1) AMK Ranch research facility
 - (2) War Memorial Stadium renovation funding was passed
 - (3) Renovation of Corbett Pool and Law School approved
 - (4) Housing requirements funding
 - (5) Review of UniRegs and SAPs
 - (a) Send her comments on those that were emailed out last week
 - (i) Senator Raridon - Feedback for these SAPPs/all others coming: can we drop the gendered (his/hers) language?
 - iv) Met with Alex Kean
 - (1) Issues with ability to fill prescriptions
 - B) Vice President, Brianna Casey
 - i) Food drive still in planning stages
 - ii) Board of Trustees
- VIII) New Business
- A) Bill #51, Creation of Standing Committee: Process Improvement Committee, first reading
 - B) Bill #52, Creation of Districts for Constituent Distribution, first reading
 - C) Floor yielded to Senator Kennedy
 - i) Moves to suspend Rules and Procedures to vote on bill following the first reading
 - ii) Seconded by senator Thrailkill
 - iii) Voice vote held
 - (1) Motion passes unanimously among members present

- D) Bill #53, Eligibility for Serving on Staff Senate, first reading
- i) Senator Nichols moves to open the floor for discussion
 - (1) Senator Nielson seconds
 - ii) Senator Kennedy speaks to the reasoning behind this Bill.
 - iii) Senator McKenna – How will you make sure we maintain broad representation in Senate? And how will voting be handled?
 - (1) Senator Nelson – We discussed this topic heavily during writing this Bill. We already have overrepresentation in several areas, and some areas that don't have any representation. This Bill will allow Senate to fill all 40 seats and for underrepresented divisions to vote on other senate positions.
 - (2) Senator Kennedy – Staff could run for any open seats, not just in their division. This would allow our constituents to be part of the election process.
 - iv) Senator Casey - For someone wanting to fill a vacancy, how is it decided which vacancy they would fill?
 - (1) Senator Kennedy – Interim vacancies could be filled by someone from any division. We may need internal policies to reach out to constituents from divisions lacking representation. We want to be mindful of equal representation.
 - (2) Senator Casey – Yes, we may need to target smaller or underrepresented divisions.
 - (3) Senator Nelson – Regarding smaller divisions, if we have a division that is only allowed one Senator but have two staff members that want to serve on Staff Senate, this Bill would allow both of them to serve by opening up other divisions/seats.
 - v) Senator McKenna – Is this Bill making more Senators-at-Large seats? And what if someone from the division being served by a staff member from different division wanted to run? Who gets to have that seat?
 - (1) Senator Kennedy – The Bill removes the provision for Senators-at-Large only serving one year. Within larger divisions, there are more opportunities to serve, since they have so many seats available.
 - (2) Senator Thrailkill's Bill 52 also addresses these issues.
 - vi) President Maki – Does this remove the requirement for a Senator-at-large position or would it remain?
 - (1) Senator Thrailkill – We're not removing the Senator-at-large position since it's an Exec position. The two Bills would in conjunction to stabilize some areas of Senate.
 - vii) Senator Fifield – How would a senator feel about representing people they don't work with or know well?
 - (1) Senator Kennedy – There would have to be some cooperation among that division's constituents and the senator in question.
 - (2) Sen Nelson – They'd like to see open lines of communication among the senator and divisions in question. It may foster more of a community environment rather than divisions.
 - viii) Senator McKenna – Does the Bill remove the Member at large or Senator at large position?
 - (1) Senator Kennedy – The Bill removes the Senator at large; the Member at large position is not impacted.
 - ix) Senator Casey – With his Bill, how would Senator and Member at large differ?
 - (1) Senator Kennedy – This Bill would get rid of the Senator-at-Large, but the Member at large would continue.
 - x) Senator Nichols moves to close discussion and begin voting
 - (1) Senator Riske seconds

(2) Voice vote held

(a) Bill 53 passes unanimously among members present

IX) Old Business

X) Committee Reports

A) Communications Committee – Senators Casey and Wolfinbarger

i) Meeting – April 7, 10:00am, Zoom (meeting ID 5373940029)

B) Credentials and Elections Committee – Senator Kennedy

i) Meeting – April 19, 2:00pm, Zoom (meeting ID [94995620419](#))

ii) Senator elections

(1) Nominations March 11 – April 15

(2) Ballots mailed after the closing date

iii) Officer nominations open March 2

(1) Results will be announced today

C) Finance Committee – Senator Gonzales

i) Meeting – April 20, 8:30am, Zoom

D) Holiday Market – Senator Heupel

i) TBD

E) Process Improvement Committee – Senator Gomez

i) TBD

ii) Looking for more members – email Senator Gomez if you're interested in joining!

F) Recognition Committee – Senator Sala-Boggs

i) Every Monday, 10am, Zoom

ii) Recognition Day

(1) Business donations drop off – President Maki's office (Bureau of Mines, 221)

(2) Volunteer Sign-up sheet

(a) All Senators should be available to help out – we need everyone's help

(3) Meat and 50/50 raffles

(4) Off-campus sites will get donuts and coffee on the day

G) Staff Relations Committee – Senator Czech & Senator Heupel

i) Meeting – April 19, 1:30pm, Zoom

ii) Minutes emailed to Staff Senate

XI) Return to Parking questions from Administration reports

XII) Open forum

Meeting adjourned at 4:05 PM.

Respectfully submitted,



Jennifer McKenna

Staff Senate Secretary