



Full Senate Meeting  
1:15 p.m.  
**Wyoming Union Senate Chambers**  
November 2, 2016  
Minutes

Meeting called to order at 1:15pm by President Mark Gunnerson.

- I Roll call – Quorum was present.  
Present: Allen Tanner, Carl Mehta, Cecelia Schlup, Debbie Allred, Denise Gable, Elizabeth Traver, Lizzie Stark, Gary Browning, Heather Earl, Jason Gonzales, Jennie Hedrick, Jennifer McKenna, Justin Flori, Kassie Thomas, Kathy Kirkaldie, Kristin Blevins, Leland Schroyer, Lindsey Galey, Mark Gunnerson, Mike Eaton, Rachel Stevens, Renee Ballard, Robert Holzwarth, Sarah Dahlberg, Shelby Bull, Susan Schulz  
Excused: Alison Shaver, Angela Reddick, Arron Sullivent, Kevin Colman, Kristen Smoot, Mannie Gallegos  
Absent: David Keto  
Proxy: None.
- II Approve October minutes – Approved as circulated.
- III Approve November agenda – Approved as circulated.
- IV Special Business
- A. Lindsay Galey Seat #38, (senator-at-large) move to seat #3 – Motion by Blevins, seconded by Ballard. Motion passes.
  - B. Confirmation Seat #38, Student Affairs, Elise Verley, Center for Advising & Career Services - Motion by Blevins, seconded by Kirkaldie. Motion passes.
- V Administration reports
- A. Division of Administration – Bill Mai
    1. Jeanne Durr, introduced as Associate Vice President of Human Resources.
    2. Mark Collins will be leaving UW to be the City Manager in Sheridan, WY
    3. Conversion of sick leave accrual to health insurance vs. sick leave pay out in retirement  
When early retirement incentive was announced, part of retirement piece was driven by retirement incentive and required a quick turnaround. Objective was alignment with the State of Wyoming benefits. If an employee was eligible for the sick leave conversion to health insurance benefit as of July 1, 2016, that benefit will never be changed for you. A proposal is being drafted, going forward from July 1, 2016, that would provide for payout of ½ of an employee’s sick leave (max 480 hours) upon separation from the University. The payout would not be tied to retirement. The UW community can be virtually assured that the Board of Trustees will not be going back to the “old” conversion policy of accrued sick leave to health insurance benefits. UW would have a looming liability that can’t be quantified. The sick leave payout can be a significant benefit when people are transferring to other jobs. The “old” conversion policy benefitted long term employees at the expense of short term employees. Employees will know on their day of separation what their payout will be. The earliest the changes will be voted on by the Board of Trustees is January 2017.

4. *Will the separation incentive be re-opened?* Yes, but to Faculty and Extended Term Academic Professionals, only.
5. *Is it legal to offer the separation incentive to only Faculty and Extended Term Academic Professionals?* Yes, because Staff is not a protected class.

B Human Resources – Jeanne Durr

1. Oracle upgrade – HR making plans about how the upgrade will roll out.
2. HR plans on working more closely with search committees
3. Would it be possible to have an HR representative on Staff Senate?
4. FLSA changes:
  - a. It has been recommended to President Nichols that employees moving to non-exempt status, from exempt status, grandfathered with respect to their vacation accrual rates.
  - b. Work load and hourly expectations will need to be managed at the department level.
  - c. Supervisors will be provided training on expectations/record keeping/leave for non-exempt employees

VI Guests and Special Programs – None

VII Liaison Reports

A ASUW – Michael Rotellini

1. ASUW has passed five more pieces of legislation.
2. ASUW is seeking representation on the Revenue Enhancement Committee.

B Faculty Senate – Chairman Scott Shaw

1. Michael Barker, Civil Engineering, was voted as Chairman Elect.
2. Ongoing discussion about program elimination review.
3. Faculty and Staff senate received a letter from Provost Kate Miller “disinviting” representatives from attending the Deans and Directors Meeting. Confused as to what this is attempting to accomplish.
4. Board of Trustees conference call meeting introduced the intent to change by-laws to allow BOT to set up an Executive Committee that will convene at other times than regular meetings, including conducting business on behalf of BOT.

C FCAC Update – Rachel Stevens

1. The committee met October 31. Academic affairs cut is very opaque and the committee is not sure how cuts will happen within each college. It was the recommendation from FCAC to President Nichols to move forward with the budget reduction plan as presented in Town Hall meeting.
2. *Will the committee be formally disbanded?* It is believed that upon President Nichols’ recommendation to the BOT that will be the formal end of FCAC. The committee has been charged with preparing a report on how the process went and recommendations moving forward. There has been discussion of forming a standing budget committee, similar to FCAC. It would be a suggestion that a representative from each of the three senates have a representative on this committee.

D Strategic Planning Leadership Council – Next meeting is November 15.

E Student Media Board – Kathy has still not received any communication on when the board is meeting.

## VIII Officer Reports

### A President, Mark Gunnerson

1. Relayed his “disinviting” for Staff Senate representative at the Deans and Directors meeting. Has asked that Full Senate draft a letter asking Provost Kate Miller to reconsider.

### B Vice President, Rachel Stevens

1. Veterans Day Reception: November 10am-12pm – Wyoming Union Fireside Lounge
2. Holiday Food Drive: Staff Senate will have collection boxes placed around campus. Dates of the food drive are November 28-December 16. Transit and Parking will also be sponsoring their annual “Food For Fines” program. Food collected from this program will be contributed to the Staff Senate food drive.
3. Some of the colleges on campus presented Fall commencement ceremonies as part of their budget reduction proposal. In response, the President’s Office will be hosting a consolidated Fall commencement ceremony.

## IX Old Business – None.

## X New Business

- A Resolution #222, 1<sup>st</sup> reading “Request for Ombuds Services from Mines & Associates”
- B Resolution #223, 1<sup>st</sup> reading “Resolution to Restore Board Retiree Group Health Insurance Benefit to Previously Promised Levels”
- C Resolution #224, 1<sup>st</sup> reading “Request to Reconvene the Employee Benefits Committee”
- D Resolution #225, 1<sup>st</sup> reading “Request for Revision of Reasonable Accommodation Practices”
- E Resolution #227, 1<sup>st</sup> reading “Request for Development and Implementation of Employee Notification Policy”

Meeting adjourned at 3:45p.m.  
Respectfully submitted,

Heather Earl  
Staff Senate Secretary