

UW Staff Senate Full Meeting

Agenda

August 5, 2020 1:15 p.m.

Zoom



- I) Approve July minutes
 - A) Minutes stand approved as circulated.
- II) Reports
 - A) Liaison, committee, and officer reports electronically circulated
 - i) Check in with your committee regarding when meetings will restart this year
 - ii) New committee chairs
 - (1) Senator Vigil is the new chair of the Credentials and Elections committee
 - (2) Senator Vick will co-chair the Recognition committee but needs a second co-chair
 - iii) ASUW – President Talamantes
 - (1) Collating information from departments across campus about student fees
 - (a) Student petition demanding to know where their fees are going
 - (b) If all classes are online, students have to opt in to mandatory student fee package
 - (2) Starting a biweekly town hall (Talking with Talamantes and Titus) to communicate with students and vice versa
- III) Administration reports
 - A) Division of Administration - Deputy Vice President Bill Mai
 - i) No updates since town hall meetings earlier this week
 - ii) Questions
 - (1) Senator Taylor – Is there an update on the new residence halls?
 - (a) There was a meeting yesterday about the new residence halls project, including surrounding areas. The committee’s recommendation is to move forward with deconstruction of Wyo Hall this fall, starting by the end of August. It will cost \$14-15 million due mostly to movement of utilities, with \$2-3 million for destruction of building. Approval is moving to the full Board of Trustees next week. The plan for siting of remaining buildings is in process – costs will be around \$135-145 million for building residence and dining halls, with the rest of the total cost coming from ancillary parts (parking garage, moving departments, etc.). The total project cost is currently \$195-215 million. Funding is through bond issuance, not through budget cuts or from the block grant/state fund.
 - (2) Senator Traver – Is there any reconsideration since the cost has more than tripled and it not being well received to start with.
 - (a) President Wheeler – This project can’t be delayed further and needs to keep moving forward.
 - (b) The overall project budget has not changed.
 - (3) Senator Keto - Feel free to wait until Human Resources section if appropriate, but will the unit return plans be made public, at minimum to the unit where it applies?
 - (a) Will be answered during Human Resources section.
 - (4) Senator Moen – Will students be moving into Hill Hall this fall and share the building with staff?

- (a) That is the current plan. The top two floors are being converted back to dorm rooms for students.
- (5) President Wheeler – Will there be any process to separate areas, elevators, etc.?
 - (i) There is a plan in place.
- (6) Senator Taylor - As part of the reopening, what should small centers, like the Center for Assistance with Statistics and Mathematics be considering? We have made our own reopening plan, but are there people these are supposed to be cleared with?
 - (a) There is a central plan being put together.
- (7) Senator Keto - Will it be first year students in Hill Hall or others?
 - (a) Check with Student Affairs. He believes both Crane and Hill Halls have been prepared for freshman students.
- (8) Non-Senator attendee – The wing doors of Hill Hall will have card swipes and keys to prevent inappropriate access. Controlling the elevators was cost prohibitive.
 - (a) Elevators can't handle card swiping. There will be access to one elevator for each group (staff and students)
- (9) Senator Vick - Do we have sanitation stations yet?
 - (a) He believes everything is on order but unsure how much has already arrived.
- B) Human Resources – Associate Vice President Tom Koczara
 - i) Staffing plans
 - (1) Over 120 staffing plans submitted in July are now being reviewed
 - (a) Should see results implemented, and Human Resources will augment those as needed.
 - (b) There is no mandate to publish plans, but most should be shared with employees in the unit in question. Contact Human Resources if you encounter resistance from your supervisors.
 - ii) Will announce Human Resources webpage today for employees to submit exception requests to COVID policy or requests for ADA accommodation related to policy elements.
 - iii) Return to campus training is ready today.
 - (1) Campus-wide email will be sent tomorrow morning.
 - iv) Publishing COVID resources page on Human Resources site
 - (1) Developing sick leave recommendation to alleviate or remove financial considerations for employees coming to work even if ill or in a situation where they should be quarantining or isolating
 - (2) Developing training module for managers and supervisors
 - v) Reminder emails for ordering and taking COVID tests ready to send out as needed
 - (1) Order test by Friday August 7th
 - (2) Take test by Friday August 14th
 - vi) Working on campus visitor policy
 - vii) Developing contingency plans for various COVID situations with leaders across campus
 - viii) Finalized website for anonymously reporting noncompliance of COVID policies to Human Resources
 - (1) Hopefully up later this week
 - (2) President Wheeler – The training will include information on repercussions for noncompliance.
 - ix) Questions
 - (1) President Wheeler from Zoom chat – What happens to people if they don't take the Vault test?

- (a) In general, if they refuse to order a test, reminders will be sent by email and occur in person, and will continue to escalate, possibly to termination (but hopefully not). This is serious, and everyone needs to comply.
- (2) President Wheeler – When will signs and other marketing be going out?
 - (a) Signs will start going up when campus opens August 10th, including posters, social distancing floor markers, etc.
- (3) Senator Casey - What kind of "gaps" in plans are you looking for?
- (4) Senator Stratton - I don't know where this question goes but is there enforcement plans in place for the campus wide mask policy. as many of the new students coming to visit campus are not complying.
- (5) Senator Vick - What do we do for grad students and faculty who need to be on campus for bootcamp if they have not received their test or test results yet? Who should be contacted for those in an early wave?
 - (a) Individual units were asked if they had early returners so tests could be ordered. If early returners have been missed, email the COVID response team now (covid19@uwyo.edu). You cannot return to campus without a negative test. If you have been working on campus, you may continue to do so but still must take the test.
- (6) Senator Keto - Is UW still offering CARES act expanded FMLA for childcare or school closures - the 2 weeks (quarantine) and the 10 weeks (childcare)? Can employees take that time even if they've used regular FMLA this year? Does the 10 weeks have to be taken all at once? What is the process to qualify for and request it?
 - (a) In general, the emergency FMLA act and emergency leave with pay (80 hours) both stay in effect to the end of 2020 for all employees. Send any specific questions to Kira Paulson or him.
- (7) Senator Casey - Will the strict testing policy extend to students as well?
 - (a) President Wheeler – It will be similar, but violations are investigated by Student Affairs. instead of Human Resources.
- (8) Senator Taylor – Who do plans being made by individuals need to be cleared by, if they aren't part of the departmental plan? How do people make sure they're doing everything they're supposed to?
 - (a) Human Resources reached out to related units to find out what they're doing so they could more smoothly work with everyone necessary. You can send it to Human Resources for review.
- (9) Ainsley Thraikill - Where is the official COVID Policy published?
 - (a) Senator Edgar via Zoom chat - <https://www.uwyo.edu/campus-return>
- (10) Senator Maki – To Senator Taylor – Facilities is doing classrooms right now, but they will be by her workspace to check the plan.
- (11) Senator Keto – He's looked at the return plan from June, and the five principles seem to stay consistent. Public and upper level communication seems to emphasize three main principles - keep the virus out, reduce probability of transmission, and reduce environmental contamination. Unit return plans are not public, so it's hard to see how they are complying. He's hearing that staff are being pushed to return in various units. As this translates to staff doing their jobs, it seems there are a lot of return to work efforts that are setting up an effort to be "fair" to everyone; for instance, we all have to "cowboy up" and all be present on campus. Student Affairs is meeting students in person because Academic Affairs is. There are several units and staff that don't need to be on campus and don't deal with students regularly. The best thing we can do for those that have to be on site is to stay away from campus, but

that's not the implication he's seeing and hearing as plans roll downhill. He wants the concern to be heard and taken back to the necessary people. We're setting up false equivalents just to be fair. Different sections have different needs and the return process doesn't seem to acknowledge that.

(a) There is no messaging behind the scenes that's different from public forums. If you feel that the staffing plans aren't correct in specific situations, you can use the exception process mentioned earlier. There are a handful of supervisors requesting their staff to come back and their staff are contacting Human Resources. Human Resources can mediate a conversation to reconsider their plan according to guidelines— they've done this for several people. Limiting risk means a low-density work environment. If this is occurring, please reach out to Human Resources or have individual employees do so. We're encouraging remote work whenever possible.

(12) Senator Keto – Will worker's comp cover employees that get COVID?

(a) This is under review by the state of Wyoming. He thinks he read a preliminary ruling that it would, but the concern is how you definitely prove you got COVID due to being on campus versus another location.

(13) Senator Edgar – Are there any updates on the COVID Pass app?

(a) AVP Koczara - It's not an app but is instead a website with a survey of symptoms. He believes it's in the final stages of testing and should be rolled out late next week.

(14) Senator Taylor - Do negative results on COVID Pass (you should not come to campus) get sent to anyone other than the test taker?

(a) AVP Koczara - No collection of individual information. Two things being monitored are the number of positives relative to number of check-ins and location where they were entered to enable contact tracing if necessary.

(15) President Wheeler – Will we get a daily reminder email or text?

(a) AVP Koczara - He doesn't think so; it will be up to the individual. It requires a temperature check. This was developed internally.

(b) Senator Taylor – Reminders, at least opt-in ones, would probably be a good thing.

(16) Senator Vick - Do people have to show anything to come on campus?

(a) AVP Koczara – That is not the case, except possibly for Half Acre.

C) Academic Affairs – Vice Provost Benham-Deal could not be here, but President Wheeler has her emailed update.

i) Thanks to everyone who attended the recent town halls.

ii) Anne Alexander is the Interim Provost and Vice President of Academic Affairs until a formal search later this year.

iii) Associate Vice Provost for Undergraduate Education is Steve Barrett.

iv) Interim Associate Vice Provost for Global Engagement is Isadora Helfgott.

v) They are working towards fall return, preparing for instructional delivery, budget cuts.

D) President Seidel - unable to attend this month.

IV) Officer Updates

A) President

i) Senate vacancies

(1) Will send an email with total vacancies in each area – encourage people to join!

ii) Retreat update

(1) Virtual meeting, including administration

(2) Quick discussion about what we accomplished last year and what we hope to do so this year

- (3) Email him with suggestions
- iii) Staff Scholarship – encourage people to apply
- B) Vice President
 - i) Summer fundraiser update - table this for the summer, as there has been no interest
- V) Open forum

Meeting concluded at 2:20 PM.

Respectfully submitted,



Jennifer McKenna
Staff Senate Secretary