

UW Staff Senate Full Meeting

Agenda

October 6, 2021 1:15 p.m.

Zoom



- I) Roll Call
- II) Approve September minutes
 - A) Minutes approved as circulated.
- III) Approve October agenda
 - A) Senator Kennedy requests to add item IV) B) iii).
 - B) Agenda approved as amended.
- IV) Special Business
 - A) Confirmation of new senators
 - B) Floor yielded to Senator Kennedy.
 - i) Jen Paintin, School of Pharmacy, Seat 3
 - ii) Li Teng, Academic Affairs, Seat 6
 - iii) Carrie Gomez, Academic Affairs, seat 8
 - iv) Nicole Fifield, RLDS, Seat 25
 - C) Motion to approve by Senator Kennedy
 - i) Seconded by Senator Thraillkill.
- V) Administration reports
 - A) Academic Affairs - Senior Vice Provost Tami Benham-Deal
 - i) Provost Carman will attend every other Staff Senate meeting.
 - (1) Would appreciate questions sent to him in advance.
 - ii) Mandi Gifford is now chief of staff for the Provost's Office.
 - iii) Finalizing restructuring plan for their area
 - (1) Looking at academic programs – continue, remove, update
 - (2) Final reports submitted October 1st and are reviewing them now
 - (a) Anticipate posting them next week to Academic Affairs website
 - (3) Staff Senate can submit a report by the end of the week if they'd like
 - (4) Final plans submitted to Board of Trustees for their November meeting
 - (a) FY2023 budget will not go to the Board of Trustees
 - (5) Has held meetings with heads of units that are potentially being impacted by the final plan
 - (a) On AA website – principals documents for staff and faculty that will be impacted
 - (i) Retrenchment rights
 - iv) Budget reduction
 - (a) Each academic unit will get a reduction for FY2023
 - (i) Most will be 3%, some may be more
 - v) Strategic Planning
 - vi) Questions
 - (1) Senator Moen – No budgets will be presented to the Board of Trustees in November – is that correct?

- (a) For Academic Affairs, the November meeting is the end date for the 2-13 process final reports, but the FY2023 budget is due in May. It may come up, but isn't planned.
- (2) President Maki – Is it still the case that we're not looking at staff position cuts?
 - (a) They're currently looking at what staff positions do in the potentially impacted academic units. There will probably need to be some audits on positions. The details on these restructuring plan are not worked out yet, and won't be complete until June 2022. They recognize that staff have continually picked up the load and they don't want to add to that with this round of changes.
- (3) President Maki – Regarding the principals website, how were staff involved in that?
 - (a) They aren't new; a small team from Human Resources went over relevant processes and updated as needed.
- (4) Senator Gomez – With the restructuring and budget cuts, has there been a discussion on streamlining processes?
 - (a) There is much more to the restructuring plan than the 2-13 process, so there should be more information coming about the other parts of the process.
 - (b) AVP Selmer -
- B) Division of Administration - Associate Vice President Forrest Selmer
 - i) Building and construction
 - (1) Progress on several projects
 - (a) Utility lines and extensions
 - (b) Housing plan
 - (c) Landscaping
 - (d) 15th Street should be open by October 20th
 - (e) Parking garage
 - (2) Questions
 - (a) Senator Puls - Will street parking be closed off, around the 10th & Iverson lot, while the parking garage is under construction?
 - (i) The construction fence will run halfway out into 10th and 11th as well as Iverson on occasion.
 - (b) Senator Biertzer – A constituent was curious about updating public maps with all the construction changes.
 - (c) There is an option on the Campus Interactive Map to include construction projects.
(uwopmaps.wygisc.org/CampusViewer/index.html or <http://www.uwyo.edu/uw/uwlife/maps/index.html>)
 - (d) Senator Nelson – Did you say that 15th would be open by homecoming?
 - (i) Yes, from Iverson to Grand.
- C) Human Resources - Interim Vice President Deborah Marutzky
 - i) Working on improving on HCM, metrics, reporting methods, recruiting module
 - (1) Also working on training for using new or updated modules
 - ii) Restructuring plan
 - (1) Guidelines/Principals
 - (a) Based on current practices and processes for retrenchments and reductions in force
 - (b) Goal is to post any open positions resulting from creation or movements
 - (c) Impacted employees considered first for new positions
 - iii) Employee Handbook and UniReg revisions is in comment period
 - iv) Flu shot clinic Oct 15th and 16th
 - v) Benefits Fair on November 4th

vi) Questions

- (1) Senator Thrailkill - Does HR have the resources and person power to be able to handle all the reorg classifications, reclassifications, recruitments, and audits that are upcoming? What kind of time period are we looking at?
 - (a) She believes they do. They want to be proactive about this so they can be more efficient. Submitted proposals should be given to Human Resources shortly after the November Board of Trustees meeting, when they will start working with the impacted units, hopefully by the beginning of December so that everything will be finalized by June.
- (2) President Maki – So impacted areas should not be concerned about positions being lost right after the November meeting?
 - (a) Correct. They want to give everyone as much advance notice as possible.
- (3) Senator Moen - So, only positions impacted by reorg will be audited?
 - (a) It's hard to say. Initially, yes, those are the priority. The restructuring has a big budget part to it. Units may need to audit positions to meet their 3% or higher cuts.
- (4) Senator Comeau - Are there any notable changes to benefits that we should be made aware of?
 - (a) Not that she knows of. There have been discussions about sick leave and terminal leave but isn't aware of any decisions that have been made.
- (5) Senator Vick - What happened to the classification/ compensation working group that Tom and Kevin were co-chairing?
 - (a) She will look into it. There were a few committees in the works but she is not aware of any right now. The Classification and Compensation team supervisor is going to take on some of those duties.
 - (i) Faculty Chair Freng – she was on that committee, but it never met.
- (6) Senator Nelson – How do employees leave feedback on the new Employee Handbook?
 - (a) It was sent out by Tara Evans, and feedback should be sent to President Maki (she will email the link out later).

VI) Special Business

A) Dr. Gabrielle Allen (Department of Mathematics & Statistics), Dr. Bryan Shader (Department of Mathematics & Statistics), School of Computing

- i) Will share slide deck used today with Staff Senate
- ii) Suggested by President Dubois in the 1999-2004 Academic Plan
- iii) Digital Pillar planning over the next 6-9 months
 - (1) How to increase UW's digital presence
 - (a) Include all faculty, staff, and students in engagement
 - (b) Robust mentoring and career coaching
 - (c) Work with Human Resources to develop more career path options

iv) Why?

- (1) Students in all disciplines increasingly need computing skills to address societal problems
- (2) Faculty in all careers need to become more digitally savvy to better pursue research
 - (a) 12-16 new faculty, 8 research scientists
- (3) Wyoming needs to be ready for different jobs
 - (a) Promote innovation
 - (b) Supply a skilled workforce
 - (c) Become more competitive

- (4) Provide staff with career skills to help UW become more digital
 - (a) Career advancement
 - (b) Mentoring and training in key areas of technology
 - (c) New partnerships to enhance staff's role across campus
 - (d) 15-16 new staff positions
- v) Purpose to nurture computing curiosity, enhance interdisciplinarity, address societal challenges
- vi) Curricula
 - (1) BA and BS in Computing
 - (2) Disciplinary minors + computing
 - (3) Digital for all in University Studies program
- vii) Faculty/staff
 - (1) ~12 faculty collaborating across campus
 - (2) Partnerships with campus entities
- viii) Building up over 5 years
- ix) Cost increases over 4 years from \$3.5 - \$9.6 million
 - (1) Several potential funding sources
- x) Questions
 - (1) Senator Casey - Can you go over the differences between the offerings of our current Department of Comp Science/Information Technology and what would be offered by the School of Computing?
 - (a) Students need to not be confused by the different majors and be able to see the different options early in their college career. The first year and a half would be similar for all options, then they would choose which way they'd like to go. Computer Science focuses on developing new software and technologies; Electrical Engineering develops and uses hardware; Computing is more interdisciplinary and focuses on learning how to use both hardware and software. Computing will offer more pathway in more areas. There is some overlap among all of these, including Mathematics and Statistics and others.
 - (2) Senator Moen – Will these degrees be offered online or as a hybrid program?
 - (a) They would like to make it as hybrid and as online as possible.
 - (3) Senator Gomez – UW Casper has been working on digital education for some programs. A lot of their students can travel to Casper for in person parts of these degrees. They already have some infrastructure and would love to be part of this.
 - (a) They intend this school to be the hub for the state, with sections at all community colleges and UW Casper.
 - (4) Senator Nelson – There has been a lot of talk about creating online and hybrid programs. Are there plans to have an onsite program?
 - (a) Yes, they would like to have a hybrid program so it can be delivered to a wider variety of students. They will need to work with partners across the state for internships and such.
 - (5) Senator Vick - Is there a reason to make it its own school rather than a interdisciplinary center like CEI? Yes, some of them offer degrees.
 - (a) Since they will have degree-conferring programs, General Council recommended going with a school versus a center or program. Also, they will be charged with the responsibility of building partnerships across colleges, departments, etc. Core faculty will be in the School making decisions similar to those in our other colleges. Computing is a discipline and will have different measures of success and such.

VIII) Liaison Reports

- A) ASUW - Vice President Colter Anderson
 - i) Submitted white paper on UW restructuring to Provost Carman
 - (1) Requested more outreach – 65% of students did not know about restructuring plan
 - ii) Fee review process
 - iii) Questions
 - (1) Senator Antepenko – When are you doing your fee review?
 - (a) They are scheduling hearings until November 9th.
- B) Faculty Senate - Chair Adrienne Freng
 - i) Working with 2-13 committees and will begin working with President Seidel on final report to Board of Trustees
- C) 2-13 Committees (multiple Senators)
 - i) Chemistry and Chemical Engineering – Senator Thrailkill
 - (1) Group did not reach a consensus on how to move forward but everyone was weighed equally in final report
 - (2) Departments concerned about keeping the staff they have
 - (a) Recommendation was to add staff positions
 - (3) Chemical Engineering was more open to the merger than other two departments
 - ii) Computer Science and Electrical and Computer Engineering - Senator Riske
 - (1) Reservations about merging the departments, as they already share some staff and space/equipment and are already very short staffed
 - (a) Requesting 9 more technical staff regardless of merging or not
 - (2) Recommended that any reorganization occurs with an ad hoc committee to smooth transition
 - (3) Dean added letter to report that he does not recommend or support a merger at this time
 - iii) Economics and Agricultural Economics and Applied Sciences – Senator Vick
 - (1) The programs aren't merging but did present a preliminary report.
 - (2) The committee will start meeting again to determine how they can collaborate and share teaching responsibilities
 - iv) English and Creative Writing – Kasi Smart
 - (1) Representative not present.
 - v) Family and Consumer Sciences – Senator Maki
 - (1) Departments very much against proposed mergers and would like to keep their own programs as they are while adding at least one online program.
 - (2) Recommend that Family and Consumer Sciences rename themselves to align with current faculty focuses
 - vi) Kinesiology and Health and Nutrition – Senator Comeau
 - (1) Recommend moving Nutrition to Kinesiology to streamline and increase offerings to students and to increase competitiveness in the region for students as well as for grant funding
 - vii) Life Sciences – Senator McKenna
 - (1) Three major “schools” - Agricultural, Food and Human Systems; Ecology, Evolution, and Natural Resources; and Biomedical Sciences
 - viii) Petroleum Engineering and Geology and Geophysics – Senator Schneider
 - (1) Lots of pushback from statewide constituents
 - (2) Both departments believe keeping the units separate will best mitigate unintended consequences

- ix) Physics and Astronomy and Atmospheric Sciences – Senator Heupel
 - (1) Departments are enthusiastic about the merger
 - (2) Recommend one department head, keep all staff and faculty positions
- x) School of Counseling, Leadership, Advocacy, and Design and College of Education – Senator Moen
 - (1) College of Education is for the merger
 - (2) Recommend combining these two areas into one department and adding another undergraduate program with broader focus
 - (3) Are concerned about further overloading of staff if positions would be cut
- xi) Visual and Performing Arts – Senator Casey
 - (1) Recommend not to go through with merger as it would necessitate a administration restructuring
 - (2) They cannot handle more staff cuts
- D) Advisory Council on Diversity, Equity, and Inclusion (Senator Buell)
 - i) Senator not present.
- E) Athletics Planning Committee (Senator Moen)
 - i) Met September 29th
 - ii) AD Burman’s report
 - (1) noted that with the NCAA’s likeness act, student athletes are now considered “employees”
 - (2) Air Force Academy and CSU are considering joining another conference
 - (3) 81% of student athletes are vaccinated and are tested three times a week
 - (a) Football players are only taking online classes during their season.
 - (4) Anticipated budget shortfall will only be ~\$800,000 instead of a few million
 - iii) Athlete’s average GPA is still above the average for campus as a whole
- F) Enterprise Risk Management Advisory Committee (President Maki)
 - i) Received initial campus assessment and working on report
- G) Food Security Taskforce - Open
- H) No More Committee (Senator Biertzer)
 - i) Meeting tomorrow
 - ii) Annual sponsored athletic event will be the volleyball game on October 16th
- I) Public Art Committee - Open
- J) Strategic Plan Working Group (Senator Kennedy)
 - i) Has not met yet.
- K) Student Media Board (Emily Edgar)
 - i) Has not met yet.
- L) USP Update Working Group (Richard Raridon)
 - i) Has not met yet.
- IX) Officer Updates
 - A) President, Chris Maki
 - i) Board of Trustees meeting
 - (1) Keener Fry and Dr. Monago left the University
 - (2) Vaccination requirement for ECEC employees
 - ii) Several UniRegs are being changed significantly – please read them carefully and get feedback to her by October 29th
 - (1) Including Employee Handbook
 - iii) Questions

- (1) Senator Moen – Where is the revised version of the Employee Handbook?
 - (a) She will email it out to the Senators after the meeting.
- B) Vice President, Brianna Casey
 - i) Homecoming parade application due October 11th
 - (1) Walking participation or a float?
 - (2) Please participate!
 - (a) October 23rd, 9:30AM
- X) New Business
 - A) First reading for Bill #50 “Update Staff Senate Rules and Procedures”
- XI) Committee Reports
 - A) Communications Committee – Senator Moen
 - i) Meeting – October 7, 10:00am, Zoom (meeting ID 5373940029)
 - ii) Several new members.
 - B) Credentials and Elections Committee – Senator Kennedy
 - i) Meeting – October 19, 2:00pm, Zoom (meeting ID [94995620419](#))
 - ii) Reallocated seats based on employee numbers and campus reorganization
 - iii) Member-at-Large position is currently open
 - (1) Nominations due October 19th
 - iv) Holding monthly new senator onboarding sessions and would like to start Senator and constituent meet and greet sessions
 - v) Looking at starting exit surveys for Senators leaving before their term is up
 - C) Finance Committee – Senator Gonzales
 - i) Meeting – October 20, 8:30am, Zoom
 - ii) Budget requests
 - (1) Sent out before meeting
 - (2) Unanimously approved by voice vote
 - iii) Foundation report (will send out after meeting)
 - (1) Spendable amount - ~\$11,000
 - D) Holiday Market – Senator Heupel
 - i) Meeting – October 14th, 10am, Zoom
 - ii) Please join the committee and help!
 - iii) December 10th, 9am-4pm, Education Conference Center
 - iv) Discussing which raffles to keep doing
 - v) Vendor registration on Senate website soon
 - vi) Will be sending signup sheet for Senators to help with market
 - (1) President Maki – The Education Conference Center will set up and take down tables and such.
 - (2) Will we have the Senate craft table this year?
 - (a) Senator Czech – Senators also baked for this table in the past.
 - (b) Senator Vick – Can we sell baked goods with COVID issues?
 - (i) Do we also worry about vendors selling food?
 - (ii) President Maki – As long as they are not similar to items sold by UW Catering, there are no other restrictions.
 - E) Recognition Committee – Senator Vick
 - i) Meeting – October 18th, 10am, Zoom

- ii) Working on themes and picking a date
- F) Staff Relations Committee – Senator Czech
 - i) Meeting – October 20, 1:30pm, Zoom (meeting ID 92383432669)
 - ii) Minutes shared by email and uploaded to SharePoint
 - iii) Working on creating a staff ombudsman position
 - iv) Writing a purpose and goal statement for the committee

XII) Open forum

Meeting concluded at 3:50PM.

Respectfully submitted,

Jennifer McKenna
Staff Senate Secretary