

STAFF SENATE Bill #40

Title: Staff Senate Communications and Compensation Committees Update

Date: May 11, 2011

Author: Communications Committee

Sponsors: Senator Aimee Appelhans, Senator Christi Byers

1 WHEREAS, it is essential for staff to have adequate knowledge and understanding of proposed
2 or upcoming changes to staff classification and compensation, and the Staff Senate exists to
3 assist with the timely and accurate dissemination of information regarding these changes, and;
4 WHEREAS, methods of keeping constituents informed and involved have evolved and
5 expanded, and;
6 WHEREAS, regular review and update of functions and powers of every committee is necessary
7 to ensure adequate knowledge of duties and best practices are passed to future Staff Senate
8 bodies;
9 THEREFORE, be it enacted that Article IV, Section 1, Subsections C and D of the Rules and
10 Procedures of the University of Wyoming Staff Senate be updated as outlined in Addendum A.

Date of Passage: June 8, 2011

“Being enacted on 6/8/11 **I do hereby sign my name hereto and approve this**
Senate action.” Stacy Lane

Staff Senate President, Stacy Lane

Addendum A

C. Compensation Committee

1. Function – The Committee shall advise and participate in discussions with the University of Wyoming administration regarding salary, benefits, and classifications; further, the Committee shall develop, process and provide classification, salary and benefits information.
2. Powers – The Committee, with the assistance of appropriate staff from the Human Resources departments, shall research any changes to staff classification, compensation, and expectations (including the staff handbook), and communicate pertinent information regarding these changes to Senators for dissemination to constituents. The Committee shall appoint and charge any ad hoc subcommittee(s) it deems necessary; any subcommittee(s) shall have at least three voting members from the Compensation Committee.
3. Membership – The Committee shall have no more than eleven voting members with at least six of them being Staff Senators, one Staff Senator elected by the Committee and approved by the President to serve as chairperson.

D. Communications Committee

1. Function – The Committee shall strive for better communication between Staff Senate and its constituents. This can be through the use of email lists, websites, social media, mailings, and any other method the Committee may decide; further, the Committee, in cooperation with the President, shall publish an electronic newsletter emailed to the staff monthly and informing the staff of news and functions from Staff Senate and the University as a whole.
2. Powers – The Committee, in conjunction with the President and Staff Senate Office Assistant, Sr., shall maintain the constituent list serve, Staff Senate website, social media, Staff Senate email address and any other forms of communication that become available. The Committee shall appoint and charge any ad hoc subcommittee(s) it deems necessary; any subcommittee(s) shall have at least two members from the Communications Committee.
3. Membership – The Committee shall have no more than eight voting members with at least four of them being Staff Senators, one Staff Senator elected by the Committee and approved by the President to serve as chairperson.