



Office of Academic Affairs

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To: Academic Deans and Directors
From: Carol Frost
Re: April 2013 quarterly staff position allocations
Date: April 15, 2013

As a result of the second quarterly review of staff position requests, the following Section 1-funded positions are authorized for recruitment. The table includes the salaries (at minimum plus 15% into grade) authorized for new hires into these positions. Any salary savings on allocated positions will be contributed to the central salary management (CSM) pool implemented in 2009. Accumulated CSM dollars will be allocated on a quarterly basis by the vice presidents towards new or reconfigured staff positions to meet evolving staffing needs.

The deans and directors may choose to refill the positions listed below as currently defined, or to reconfigure them as needed to use staff resources most effectively.

Table 1. Authorized Staff Positions in the Division of Academic Affairs

College/unit	Department	Position	Position #	Authorized salary
Ag Nat Res	R&E Center/Powell	Farm Manager	1754	\$49,092
Ag Nat Res	Veterinary Science	Office Associate	4247	\$30,168
A&S	Division of Research Support	Acct Associate	6176	\$12,912
A&S	Division of Research Support	Office Assoc. Sr	185	\$32,628
A&S	Physics & Astronomy	Office Assoc. Sr		\$12,018
Business	Economics & Finance	Office Assoc. Sr	6314	\$24,036
CEAS	Electrical & Computer Engr	Office Assoc. Sr	580	\$32,628
Outreach	Outreach Regional Offices	Office Associate	4389	\$30,168
Outreach	Outreach Regional Offices	Office Associate	6133	\$22,632

All Section II positions on the April quarterly vacancy list were approved for recruitment. The relevant dean or director may choose to refill those positions, or he or she may choose to leave the positions vacant and redirect the section II funds to cover functions that are not otherwise supported.

Although UW has met its staff reduction goals for the 6% budget reduction process, the quarterly review of staff vacancies will continue. A process analogous to faculty CPM will enable staff positions to be redefined and reallocated to meet institutional priorities. In future quarters the deans should plan to develop a list of Academic Affairs staffing priorities for the vice presidents to consider as they allocate staff CPM funds.