



Full Senate Meeting
November 14, 2012
1:15 p.m.
Wyoming Union Senate Chambers

Minutes

The meeting was called to order at 1:15 p.m. by President Marks. A quorum was present.

Roll Call

Senators Present: Aimee Appelhans, Laura Barton, Vince Bath, Beverly Bell, Brian Beman, Leo Clymer, Mark Davidson, Niki Fifield, Mannie Gallegos, Leland Gaulke, Tonya Gerharter, Danee Hunzie, Trish Hysong, Cherie Kelley, Steve Kiggins, Jim Logue, Ben Marks, Aneesa McDonald, Meghan Monahan, Farrell Rapp, Tod Scott, Rod Whitney, Kathi Zubrod

Senators Absent: Tim Crawford, Lori Dockter, Mark Gunnerson, Lee Kempert, Maureena Walker, Shondra Yeager

Proxies: None

Approval of Minutes and Agenda

There were no corrections or additions; the minutes were approved as circulated.

A motion to add the confirmation of Rachel Sevens to Section VI of the agenda was made and seconded by Senators Hysong and McDonald. Motion passed; no other changes to the agenda.

Administrative Reports

Interim Vice-President Collins reminded senators of the two initiatives in the supplemental budget request given to Governor Mead – compensation increase for all faculty and staff across the University campus, and additional funding for the Engineering complex capital construction project. After a brief review on the Craig report giving the status of the state's revenues with regard to earlier projections, Collins reported that Governor Mead has mandated that Wyoming, including the University, will continue with the 8% budget reduction plans.

Interim VP Collins reported that the biggest item on the agenda for the Board of Trustees meeting on the 15th and 16th would be the presidential search. Based on suggestions from the hired consulting group, the BOT do not want to pre-identify candidates as it may jeopardize their current positions at other institutions. The presidential candidates will go through two stages of screening, and the BOT hope to announce their final candidate on February 27th.

Finally, Collins thanked the Senate for their work on the Holiday Food Drive.

Director of HR DelaCastro reported that functionality in PeopleSoft has been turned on that will allow the University to offer employees to receive their W2's electronically. This functionality is optional, not required; staff will be encouraged to opt in to hopefully decrease the amount spent on printing and postage, and can opt out at any time.

Senator Davidson asked if "next year" meant we'd get W2's next month or if we'd have to wait until 2013; DelaCastro confirmed that if staff opt in, they will begin receiving their 2012 W2's in early 2013.

President Marks asked about the format the W2's will be in if staff don't use a tax software; DelaCastro responded they will be in PDF.

Senator Scott asked about the process to opt in; DelaCastro indicated it will be emailed and several other means of advertising.

Senator McDonald asked about the ability of employees to use a computer in HR to opt in or out and/or print their W2; DelaCastro said yes.

Senator Bath asked about how soon the process will be ready; DelaCastro said it is on now and being tested, and will be announced when it's 100% ready, probably early December.

DelaCastro continued with a report on health care costs; medical premiums are going down due to more enrollment in family coverage. An average \$1.00/month increase in dental premiums, however, results in different changes for employees depending on which type of insurance the employee is enrolled in.

Senator McDonald asked for clarification (for several who have asked) for those who have family medical and optional dental; will the premiums go up or down? DelaCastro indicated that for that specific case, chances are it may go up approximately \$1/month.

Senator Bath asked when these changes would take effect; "Januray 1st."

President Marks asked for a status on the State's discussion of switching to an 80/20% state/employee contribution plan reported a while back; DelaCastro has not heard anything of the discussions and would be surprised if this decision would be following the decrease in premiums.

Finally, DelaCastro mentioned the gradation of a few managers and supervisors from the HELP program. President Marks will be working with HR on the idea of adding training portions for staff lower than the manager level who could benefit. HR is also looking at the re-implementing the leadership program for directors and above. There will be no cuts in training and development as a result of the budget reductions.

President Marks added information about the leadership training, indicating its benefits to staff seeking promotion opportunities at the University.

Officer reports

President: President Marks encouraged Senators to review University Plan 4 position paper sent to all employees.

Contact President Marks with information you would like included in the BOT meeting to be held Thursday and Friday.

An open meeting will be [4:00 pm in the COB Auditorium to give input on the presidential search. President Marks hasn't gotten much feedback yet. The first committee will narrow the candidates down to 12 candidates approximately Dec 10th or 12th, and President Marks is on the second committee that will narrow the candidates down to about 5. Anyone is welcome to nominate candidates or apply themselves via the presidential search page on the website.

Staff leadership development: There will be an application program for the first semester, staff are not allowed to use a tuition waiver at the same time that participate in the program, there are four segments of self-directed training with half -day recaps with HR, the funding source for this first year is not yet official but options have been identified by HR, and participants will be asked to make a presentation to administration after the pilot program.

Vice president Appelhans asked if the one year pilot but semester program was one year (2-3 semesters) or just one semester and evaluate after that. Marks said it is one semester (four months long) starting in January to avoid conflicts or confusion with the Leadership Academy held in the fall.

Vice President: Thank you to many Senators for their help with the Homecoming float. The donation sheet for the silent auction during the Holiday Market will be resent along with a poster that can be hung soliciting donations as the number of donations is very low.

VP Appelhans gave a brief description of the Holiday Food Drive for new Senators; posters will be created to be hung around campus and an electronic announcement, then boxes will be set out around campus, and finally an announcement accepting nominations for families.

Finally, more information will be forthcoming on the Senate participation in the Relay for Life. Participation should be easier now that there is no registration fee, just fundraising efforts. Senators were asked to consider if they would like to participate in the walk or just perhaps donate money to the team.

Senator McDonald asked when the deadline was for silent auction donations; as the form originally said November 14th (the day of the meeting) the date was extended to November 27th.

The Vice President's report concluded with a Q&A discussion about the staff Relay For Life team.

Old Business

Second reading of Resolution #203; the Executive Committee gave the resolution a "do pass" recommendation with an amendment. It was moved and seconded by Senators Appelhans and Rapp to pass resolution #203 with the amendment. During discussion, Senator Bath asked if the four days was per event; President Marks confirmed yes. VP Appelhans asked if the committee solicited a tentative reaction from HR; the resolution has been mentioned to HR and no reactions had been given.

The resolution passed unanimously.

New business

Senators McDonald and Rapp moved to confirm Aaron Sullivent, Melissa Lawrence, and Rachel Stevens seats #39, #32, and #26, respectively. Motion passed.

The Senate received a short presentation and request for help in advertising from Tammy Scott for Weight Watchers at Work.

Liaison Reports

ASUW: Senator Kelley reported on ASUW's recent legislation, including Senate Bill #2371, ASUW Support for University Studies Review Task Force – Stage 2 Final Findings, which failed 25-3, and #2376, ASUW Support for Discrimination-free Donation Drives, which would ban blood drives on campus because of the restriction on men who have sex with other men from donating. This bill did pass. Senator Kelley indicated changes her in schedule has resulted in the need for a new volunteer to be liaison. If anyone is able to or would like to, please contact President Marks and Lou Ann.

Faculty Senate: Faculty Senate Chair Barker reported that their resolution to postpone the sale of the Y Cross Ranch passed, and the discussion on the new general education requirements (a.k.a. USP) will be on the floor for debate on Nov 26th. A Senator asked about discussions and/or outcome of the plus/minus changes to grading. During Q&A, Chair Barker reported that the topic will be before the

BOT for the meeting on Friday, Faculty Senate supports (but ASUW does not) including plus/minus options in the grading system, that no implementation plan has been developed if approved by the BOT, and many of UW's comparator schools use a plus/minus grading system.

Committee Reports

Communications Committee: Senator Kiggins is now the chair and reported that the duties of the committee have been divided as follows: Senator Walker will cover the website and Facebook, VP Appelhans will take charge of the newsletter, and Senator Kiggins will liaison with other committees and set up meetings. Meetings are the third Friday of each month from 9:00 to 10:00 am in the Union Skylight Lounge.

Compensation Committee: Senator Logue reported that the committee is educating themselves on how merit based raises are distributed at other institutions that will aide in advising HR if the supplemental budget request passes. The committee will also be putting together a proposal for the "Probation Project" (for those who have successfully completed their probationary period) that will be submitted to the administration for review. The next meeting is tentatively Dec 4th.

Credentials and Elections Committee: Senator McDonald reported that the next meeting will be Nov 29th at 11:00 am in Old Main 321 and nominations for Senate President will begin next month.

Finance Committee: The new co-chairs are Senators Monahan and Crawford. Senator Monahan reported that the committee went through the budgets, and talked about what can be changed for SRD to improve its budget. The next meeting has not been set but will be soon.

Recognition Committee: Senator Gaulke reported that the date for the 2012 Staff Recognition Day has been set for April 25th, and the committee discussed the budget and new options for the food to serve that would reduce the amount of leftovers. They are also looking into the entertainment for the event, have started working on the postcards and program, and are waiting for the years of service list from HR. The Employee of the Quarter deadline is December 7th. The next meeting is November 29th from 9:00-10:00am in Union 202.

President Marks asked about the discussed reminder to employees 3 weeks before the EOQ deadline and Senator Kiggins confirmed that the Communications Committee would send out a reminder.

Open Forum

An open forum session was conducted at the conclusion of the meeting.

The meeting was adjourned by President Marks at 2:45pm.

Respectfully submitted by Vice President Aimee Appelhans, Secretary pro tem

STAFF SENATE
UNIVERSITY OF WYOMING