



Full Senate Meeting
6/12/13
1:15 p.m.
Wyoming Union Senate Chambers

Minutes

Meeting called to order @ By interim President Appelhans

- I. Roll call: Quorum NOT Present- informational meeting only due to lack of quorum.
- II. Approve May minutes
- III. Approve June agenda
- IV. Administration reports
 - a. Human Resources Director, Richard DelaCastro
 - a. Dependent Audit: 1 incident where individual wasn't approved due to lack of documentation. EGI is checking into their process regarding documentation. Applicants will have 1 more chance to provide documents Deadline is July 10, 2013. EGI is being reasonable & auditing themselves.
 - b. Long-term disability program-looking for a policy that costs less. Current provider is willing to discount 5%.
 - c. Employee Assistance Program-Also looking for RFP (request for proposal). Substance abuse, marital, financial problems. According to survey there is a great need on campus for this.
 - d. Looking to replace the HireRight back ground checking system ASAP. They are expensive and have bad customer service. HireRight currently has lawsuits against them for faulty information. College of Education is using DCI-state agencies directly.
 - e. Free training-
 - III. Encouraging staff to apply for the STEP program, only 18-20 people. Classes start 7/9/13. Applicants are reviewed by a committee.
 - IV. Summer Staff Institute- Info on HR website. Available to all employees, new program of enhancement for staff, not necessarily supervisors.
Both require supervisor approval.
 - f. On Call pay-Final draft of policy is ready. Higher pay & better benefits thru new policy, President Buchanan will sign the policy. Effective date will be July 1, 2013.
 - g. 92% of staff evals are complete. All must be completed by the end of June. (mid-year reviews will be turned in on July 1.) Better response rate than last year.
 - h. 1% incentive payment on October 1 Board of Trustee's consent agenda. 3.0 or higher on performance review, everyone is eligible for the 1%. Benefitted staff & grad students. All money will be dispersed or returned to the state. So money will be given to GA's, Section I & Section II, Grant positions are in question, Rick will check and let staff senate know.
- V. Officer Reports
 - a. President, Aimee Appelhans
 - i. Deans & Directors meeting have been on supplemental budget requests. \$11 million cut over 2 years instead of 1. This is what Deans & Directors are hoping for, not \$11 million each year.

- ii. Committee chairs are requested to do their year-end reports and get to Lou Ann to be placed on Warehouse drive.

VI. Old Business-None

VII. New Business

a. Retreat - June 25, 8-noon at SER Encana Auditorium Room 201

- i. Boxed lunches will be provided. Official agenda will be available soon. 7 of 10 VPs will be there to educate us about their divisions. Non-continuing senators are welcome to attend. RSVP by Tuesday 6/18 for lunches. Also please let Lou Ann know if your binder needs replaced.

VIII. Committee Reports

a. Communications Committee – Senator Appelhans

- Committee met and was informed of Senator Kiggins resignation. Senator Appelhans will serve as interim chair until new committee is in place, there will be NO June newsletters.

b. Compensation Committee – Senator Logue

- Senator Logue is finishing up several projects, just a reminder a new chair will be needed.

c. Credentials and Elections Committee – Senator Hysong

- Will upload short bio's for senators, a couple at a time on facebook & in the newsletter.

d. Finance Committee – Senators Crawford and Monahan

- Will meet at the end of June or beginning of July to compose a year end report.

e. Recognition Committee – Senator Gaulke

- Only have a few nominations for Employee of the Quarter, more are welcomed. Deadline is June 14, 2013.

Meeting adjourned @

Respectfully Submitted,

Meghan Monahan

Protem Staff Senate Secretary

STAFF SENATE

UNIVERSITY OF WYOMING