

UW Staff Senate Full Meeting

Agenda

July 1, 2020 1:15 p.m.

Zoom



- I) Special Business
 - A) Send comments or corrections on June minutes to President Wheeler or Lou Ann.
 - B) Liaison, committee, and officer reports electronically circulated.
- II) Liaison Reports
 - A) Faculty Senate – Chair Rudy Michalak
 - i) Board of Trustees meeting
 - (1) Shared governance discussion
 - ii) COVID19
 - (1) Faculty Senate has been discussing various requirements and practicalities and how they will actually work
 - (2) Would appreciate rules to be posted since they're currently in effect
- III) Administration reports
 - A) Division of Administration
 - i) Per President Wheeler - President Seidel, Vice President Mai, and Vice President Theobald cannot make this meeting
 - B) Human Resources - Associate Vice President Tom Kaczara
 - i) Working on reopening campus plans from approved report
 - (1) 19 items fall under Human Resources' responsibilities
 - (a) What are the rules associated with elements of COVID19 policy
 - (b) Training for all faculty, academic staff, and students for coming back and what expectations will be
 - C) Academic Affairs - Vice Provost Tami Benham-Deal
 - i) Enrollment management working on finalizing fall class schedule
 - (1) Determine mode of delivery and what spaces needed
 - (a) Preparing communications to students
 - (2) Waiting on cleaning protocols before schedule can be finalized
 - ii) Questions -
 - (1) Senator Keto – Did we get the CARES money from the governor?
 - (a) Vice Provost Benham-Deal – Her understanding is that the governor approved \$26.5M requested by UW.
 - (2) Senator Casey – Do we have a deadline by which if we don't get the CARES act money and moving everything online? Do we have a timeline for when new schedule will be communicated to students?
 - (a) Vice Provost Benham-Deal – Goal for letting students know mode of class delivery is July 6th but won't have schedules ready. They are moving forward with fall return plan; that expects students to be on campus but with a reduction in density due to classroom space and distancing protocols.
 - (3) Rachel Stevens – She has heard questions from numerous employees about employees needing to pay for their own testing? It could increase premiums if so.

- (a) Vice Provost Benham-Deal – Baseline testing is being paid for through CARES funding. They are still working on testing protocol details; some public facing units wanted to reopen and UW wasn't ready to use tests that are part of the plan; she believes those units did direct billing or had individuals pay for their own tests. She doesn't have any details at this point.
 - (b) Rachel Stevens – The area she's part of didn't have employees use their own insurance.
- (4) Senator Stratton – Now that the mask rule has gone into effect, do we have written policies on this including exceptions and consequences?
- (a) Vice Provost Benham Deal – What's in place now is what's in the plan - everyone is required to wear masks (two emails have gone out at this point). A Human Resources committee is working on fleshing out the policy. The fall report does not require masks for visitors, though they are strongly encouraged; they have received a lot of feedback on this issue and it will be discussed at the July Board of Trustees meeting.
 - (b) Associate Vice President Kaczara – They are working on providing additional details around face masks and coverings, including means to pursue an exception to the policy. They are creating an onsite portal to collect and evaluate requests.
- (5) Senator Norris – Regarding testing, when will custodial staff start getting tested? Do they have to get tested?
- (a) Vice Provost Benham-Deal – Every employee and student will be required to complete the test. It is a self-administered spit test, developed by Rutgers University. The company administering the tests will send everyone an email with instructions and provide Zoom-based guidance. Tests will come out in early August to ensure results before move in.
- (6) Senator Sullivan – In regard to face masks and requirements for wearing them, specifically in transportation, several drivers and mechanics are concerned with safety issues with masks fogging up glasses. Are there plans to address this?
- (a) Vice Provost Benham-Deal – This is the first she's heard that complaint and recommends taking the question up his administrative structure so they and the appropriate committees will be aware of the barriers and constrictions that are specific to this situation.
 - (b) Associate Vice President Kaczara – Part of the COVID19 policy and plan includes an interactive process for appropriate PPE for all of campus. In this case, if a particular face covering is problematic or insufficient, they should engage with Environmental Health group to find a better solution.
- (7) Senator Taylor - She's seen in the plan that there will be accommodations for staff with underlying issues that mean it's not safe for them to be on campus in the fall, but hasn't seen much about how the process will work to seek accommodation. For instance, if they're pregnant, how will that work? She'd like to see more about what will be available and how staff or faculty should seek them.
- (a) Associate Vice President Kaczara – They are still working through all possible scenarios, so he can't provide specific guidance. The process to start that discussion with the University will be through the previously mentioned online form. They'll collect comments and work on a process and guidance that can be distributed to the rest of the UW community.
 - (b) Vice Provost Benham-Deal – July 15th is the deadline for Vice Presidents and Deans to submit their staffing plan for fall. They are encouraging supervisors to work with their staff to come up with plans.
- (8) Senator Taylor – There will a time lag between students taking the tests at home and moving to campus. Is there a plan to monitor them more closely for the first couple of weeks after returning?

- (a) Associate Vice President David Jewell – The exact plan hasn't been worked out. They are working with WYGIS on how to overlay data on where students are coming from with viral hotspots across the US (tests won't be sent internationally). Students from hotspots around the country may be retested once arriving on campus to mitigate potential impact. We can't retest everyone, but they will strongly encourage following CDC practices.
- (9) Rachel Stevens – Several staff have asked if we know what will happen with the data from the app and the results of saliva tests. Who owns the data and what will be done with it?
 - (a) Associate Vice President Jewell – The saliva test results will be shared with the individual taking it and through a secure dashboard with necessary personnel at UW for tracking results. The testing company is required by federal law to follow state laws based on the state administered for positive tests. In Wyoming, the individual, Public Health officials, and UW will be notified. Negative test results won't be shared unless required by state law. IT is working developing our own app, so he doesn't have the exact data on whether they will be storing any data on UW servers or using cloud-based storage. There shouldn't be much personally identifiable data generated from the app.
- (10) Senator Taylor – Associate Vice President Kaczara mentioned an online form for accommodation requests – when will that be available?
 - (a) Associate Vice President Kaczara – It probably will not be available until late July or early August.
- (11) Senator Vick – Do we have an idea on a timeframe for delivery method of classes and when they'll have a plan for where classes will be taught, office hours, and such?
 - (a) Vice Provost Benham-Deal – Academic Affairs has been communicating with department heads weekly. Their goal is to retain as many of the classrooms that were already scheduled for individual classes to stay that way. It's possible they'll have to modify or change some of that. She can't give us a timeline, but that question is at the forefront of discussions. She recommends moving forward as though they'll be in the classroom already scheduled but may need to be flexible.

IV) Officer Updates

A) President

i) New committee chairs

(1) Credentials and Elections and Recognition Committees are missing committee chairs (Senators Blevins and Earl termed out). Please let President Wheeler or anyone on Executive Committee know if you'd like to be a chair or serve on a committee.

(a) All Senators must serve on at least one committee.

ii) Committees needing members

(1) Vacancies -

- (a) Communication- no vacancies
- (b) Credentials and Elections - 1-2 vacancies
- (c) Recognition - 4 vacancies
- (d) Relations - 1-2 vacancies
- (e) Finance - 1-3 vacancies

B) Vice President

i) Summer fundraiser update

(1) Hasn't had any interest in a summer fundraiser; still looking for help

(2) Custodian being written up for not wearing a mask update

(a) Was contacted by his supervisor and spoke to the constituent in question

(b) Official write-up was very vague, but constituent states that it was due to masking

(c) Bringing the issue to COVID counsel so there is a record

V) Open forum

VI) Meeting concluded at 1:56PM.

Respectfully submitted,

Jennifer McKenna

Staff Senate Secretary