



Full Senate Meeting
1:15 p.m.
Wyoming Union Family Room
5/13/15
Minutes

The meeting was called to order at 1:21pm by Vice President Arron Sullivent

I. Roll Call

A. Present: Debbie Allred, Aimee Appelhans, Kristin Blevins, Gary Browning, Lori Dockter, Heather Earl, Mannie Gallegos, Mark Gunnerson, Tori Holmquist, Trish Hysong, David Keto, Kathy Kirkaldie, Jeanne Moede, Meghan Monahan, Cecilia Schlup, Alison Shaver, Arron Sullivent, Elizabeth Traver, Maureena Walker

B. Excused: Brandi Hecker, Katy Hudson, Caroline Johnson, Rachel Stevens

C. Absent: Leland Schroyer

II. Approve April Minutes: Approved as circulated

III. Approve May Agenda: Approved as circulated

IV. Administrative and Human Resources Reports

A. Associate Vice President of Fiscal Administration: Mark Collins, not present

B. Associate Vice President of Human Resources and Diversity: Mark Bercheni and Michelle Holmes gave report for Nell Russell

1. Employees will be notified of pay increases by the same process used last year

a. Pay increases are currently going through the budget process

b. Each division will be given a template letter by Nell Russell, Associate Vice President of Human Resources and Diversity, and Sheralyn Farnham, Payroll Manager, which shows amount of pay increase

c. All classified staff should be able to access information regarding pay increases online by mid-June

d. Managers are encouraged to communicate information regarding the pay increases with their teams.

e. Michelle Holmes distributed a flyer about Employee Assistance Program (EAP) which has resources for employees and supervisors

f. Meeting with Leave Time Task Force in regards to last fall's survey

g. Michelle Holmes distributed a handout about exit interviews

h. In the event of a university closure, supervisors in each zone should contact their employees without e-mail access to make them aware of the closure

V. Officer Reports

A. President Rachel Stevens, report given by Vice President Arron Sullivent

1. Presidential Search Committee meetings with the Board of Trustees are going well and are still in progress

2. There were 153 responses to the survey about characteristics staff wish to see in the next UW President

3. The Leave Time Task Force is finalizing a policy bulletin which will be available online when completed

4. Invitation sent to Human Resources to be part of the Evaluation Task Force

5. Resolutions 210 and 213 have been sent to the administration, but have yet to receive a response

6. President Stevens has requested a follow-up on the resolutions passed last year and will request a meeting with President McGinity and Vice President Mai to discuss those resolutions and this year's resolutions

B. Vice President, Arron Sullivent

1. Lunch with President McGinity is scheduled for Wednesday, May 20th at 11:30am-1:00pm in the Senate Chambers

2. Vice President Sullivent will e-mail senators the questions which McGinity will be asked

VI. Old Business: None

VII. New Business

A. Confirmation of Aimee Appelhans to Seat 27, confirmed unanimously

B. Election of officers for 2015-2016

1. Vice President: Mark Gunnerson

2. Secretary: Lori Dockter

3. Parliamentarian: Aimee Appelhans

4. Member at Large: Kathy Kirkaldie

C. First Reading of Resolution 214: Support of Staff Release Time for UW Related or Community Based Service

VIII. Liaison Reports

A. ASUW, Vice President Arron Sullivent

1. Two bills passed during the last meeting of the 102nd Senate

a. 2461: Establishment of Monetary Compensation for ASUW senators on a trial basis

1.) Funding will come from the reserves

2.) Each senator would be compensated \$150.00 per academic year

3.) Each committee chair would be compensated \$300.00 per academic year

b. 2462: Punishing Recognized Student Organizations that fail to comply with all the guidelines pursuant to funding through ASUW

2. The 103rd Senate moved to override the veto of Bill 2462

B. Faculty Senate, Dr. Ed Janak

1. Resolutions from Faculty Senate on Trustees' agenda. If approved, they will go into effect July 1st

a. First year review process simplified

b. Lowering from 48 to 42 upper division credits needed for bachelor level degrees

c. Change of drop add dates so that the dates do not interfere with financial aid

5. Passed resolution to have an open, involved Presidential search

6. Passed resolution to reform the UW Graduate School

7. Conversation about unionization, two options determined:

a. Get everyone to form under one unit such as the American Federation of Teachers

b. Have faculty join American Association of University Professors

8. Dr. Janak will be leaving UW this summer

IX. Committee Reports

A. Communications, Maureena Walker

1. Process for transitions in membership: updating files, improving communication between committees, and developing a calendar

2. Thank you notes to donors for Staff Recognition Day

3. President Stevens is working on Evaluation Survey report

4. Developing a method for employees to track how they spend their day

B. Credentials and Elections, Aimee Appelhans

1. Congratulations to newly elected officers

2. Mark Gunnerson and Debbie Allred have been re-elected
 3. Two new senators were elected
 4. Waiting on confirmation from write-in senators
 5. The committee has contacted Human Resources to determine number of benefitted staff in order to consider changing number of senators
- C. Finance Committee, Heather Earl
1. Distributed treat bags to employees coming off one year probations
 2. If your department would like to donate anything to treat bags, please consider doing so
 3. \$470.00 made on raffle, but the bike cost \$230 and the meat package cost \$100 so the profit was \$140.00. Fewer tickets sold
- D. Recognition, Cecilia Schlup
1. Committee discussed changing date of Staff Recognition Day
 2. Committee discussed changing process for award nominations
 3. Employee of the Quarter nominations close June 12th
- E. Staff Relations
1. Drafted Resolution 214, please look at it and consider suggestions for the next meeting
 2. Committee discussed the possibility of an anti-retaliation policy

X. Open Forum

Meeting adjourned at 2:51pm

Submitted
Meghan Monahan
Staff Senate Secretary

STAFF SENATE
UNIVERSITY OF WYOMING