

UW Staff Senate Full Meeting

Agenda

May 6, 2020 1:15 p.m.

Zoom



- I) April Minutes
 - A) April minutes accepted as circulated.
- II) Special Business
 - A) Liaison, committee, and officer reports electronically circulated.
 - i) Send to President Wheeler or full Senate if needed.
 - B) Officer election results
 - i) Floor ceded to Senator Blevins.
 - (1) Vice President – Senator Chris Stratton
 - (2) Secretary – Senator Jennifer McKenna
 - (3) Parliamentarian – Senator Jody Sullivan
 - (4) Member at Large – Senator Barb Hill
 - (5) Congrats to everyone!
- III) Administration reports
 - A) Division of Administration – Interim Vice President Mai
 - i) Working on plans for students to return for fall 2020.
 - ii) Construction project plans and remote meetings are still in process.
 - iii) Board of Trustees meet remotely next week.
 - (1) Budget meetings on Monday and Tuesday of next week (May 11-12).
 - (2) Standard committee meetings on Wednesday and Thursday (May 13-14).
 - iv) Questions
 - (1) Senator Stratton - Regarding custodial department, why are they going back to normal operations while everyone else is working from home? They have removed on call/off call as a safety feature. The switch back to normal makes the custodial staff feel not looked after and upsets them that safety measures are not being continued.
 - (a) He pushed for the rotation of shifts and that was a controversial decision. It was in line with the Governor's restrictions and what other universities were doing at the time in order to protect staff. The return to normal shifts begins May 11. As to why, it's because the restrictions have been relaxed and the administration decided to mirror that as much as possible. He believes there will be appropriate measures in place; the goal is not to put anyone in danger. Some jobs cannot be performed from home, such as custodial and trades (also back on a normal schedule May 11). All staff that need to be on campus are expected to take proper precautions, as will custodial staff.
 - (2) President Wheeler, from chat box – Do we have a date we'll come back in the fall?
 - (a) He does not believe it has been determined yet, but plans are in the works. The decision is not final and probably will remain so until later in the summer.
 - (b) Senator Vick, through chat – The Recovery Task Force has a final report due June 1st.
 - B) Human Resources – Associate Vice President Tom Koczara
 - i) Human Resources is mostly focused on this transitional period and planning to determine posture of University through summer and into fall 2020.

- ii) Five working groups working recommendations for presentation to the Board of Trustees next week
 - (1) University structure
 - (2) Social Practices
 - (3) Human Resources
 - (a) AVP Koczara is chair, President Wheeler is a member
 - (b) Ensure safe environment for all employees, minimizing spread of virus
 - (c) Recommendations in:
 - (i) Remote work
 - (ii) Social distancing and office practices
 - (iii) Workplace hygiene and personal protective equipment
 - (iv) Safe practices and paid time off policies
 - (4) Community and State Interaction
 - (5) University Policies
 - iii) Submitted a request for proposal to replace the existing recruiting and learning modules (Taleo) with the Oracle Fusion equivalents that are part of the HCM suite of products to allow easier flow of information.
 - iv) Questions -
 - (1) Senator Maki – Why is representation from Operations so light on these committees?
 - (a) He cannot directly answer that question, but each chair was asked to recommend participants. Pending the Board discussion, these working groups will be asked to develop more details, so the opportunity to improve the membership composition exists.
- C) Academic Affairs – Vice Provost Tami Benham-Deal
 - i) Clarifications from previous reports
 - (1) Administration has not promised a decision regarding Fall 2020 by June 1, but that’s their goal.
 - (2) Each of the five working groups are providing high level recommendations regarding return to a residential campus and normal activities.
 - (a) Next week’s report to the Board of Trustees from Interim President Theobald will be very high-level. We should not expect details regarding the return to campus.
 - (b) All working groups and COVID19 group are paying very close attention to orders and directives for the governor and Department of Public Health guidelines to inform how we phase back to a fully residential campus.
 - (c) She is co-chairing the University Structure group
 - (i) Subgroup looking at scenarios and recommendations regarding scheduling, class sizes, instructional delivery, etc.
 - (ii) Subgroup looking at research concerns
 - (iii) Subgroup looking at lessons learned so far and consequences to students
 - (iv) Memberships are in flux as needed
 - (d) All working groups will send their recommendations to the main COVID19 working group, then the president, then the Board of Trustees.
 - (e) Key to plan is to follow state guidance from Department of Public Health, CDC, and the governor to keep everyone as safe as we can without increasing the spread of the virus.
 - ii) Questions
 - (1) Senator Taylor – Should we expect possible reductions or other budgetary constraints for staff from the budget meetings?

- (a) Instructions to academic units are that the budget meetings are about the budget that was proposed, and they are not expecting to go into meetings with instructions for reductions. There are severe economic consequences statewide (COVID, energy sector).
- (b) Interim Vice President Mai – Impact coming from this Board of Trustee meeting probably won't be very big, as there's nothing to address right now. There are significant concerns out there, but for now, Vice Provost Benham-Deal is correct. We're submitting the budgets as they were pre-COVID19. He does not believe the Trustees would request to change that right now. The legislature will have at least one special session to address federal monies coming to Wyoming and long-term budget shortfalls.

IV) Liaison Reports

A) ASUW - (newly elected) President Riley Talamantes

B) Faculty Senate - Chair Ken Chestek

- i) New chair (Rudi Michalak) begins his term after the May Board of Trustees meeting.
- ii) Grateful for the coordination and participation of all three Senates through this tough year.
- iii) Unfinished business
 - (1) Strategic Improvement Working Group could only have one faculty/staff forum to highlight concerns and improve communications before campus shut down.
 - (2) Shared Governance Task Force is still working through COVID19 shutdown.
 - (a) Report will not be finished this Spring due to the Board of Trustees postponing discussion to the July session.
 - (3) Revisions of UniRegs are getting close to being finished.

V) Guests and Special Programs

A) Leslie Rush, Associate Dean College of Education – Bachelor of Applied Science in Career and Technical Education Teacher Education

- i) New program to replace previously sunsetted one with low enrollment
- ii) Started with taskforce consisting of members from Wyoming Community College Association, UW Casper, UW (Laramie), industry personnel, educators, and legislators.
 - (1) Developed program that provides multiple entry pathways
 - (a) New students, partial credit, Certificate or degree in CTE field (welding, woodworking, auto, etc.), industry background with little or college credit
 - (2) Start in Community Colleges for first two years, third year shared with UW, fourth year is student teaching and completing requirements
- iii) Designed to be offered at UW Casper by distance
- iv) Outcome is Bachelor of Applied Science degree with an emphasis in CTE/TE, and eligibility for licensure depending on focus of studies
- v) Have approval from ASUW and Faculty Senate and would like our feedback and support.
- vi) Questions
 - (1) Senator Taylor – Do students have to start at a community college? They cannot do all four years at UW?
 - (a) It's designed to start at community colleges but may be able to start at UW depending on focus of study.
 - (2) Senator Casey – Would students be eligible for the same kinds of endorsements as students in other education programs?
 - (a) It depends on whether endorsements are offered by distance and if the student needs them. For example, the ESL endorsement is by distance so that's okay.
 - (3) Senator Maki – Are the Agricultural education mech and tech classes tied into this?

(a) They are not currently tied in. There is a separate Agricultural education program still offered at UW.

(4) Senator Reddick – As part of UW Casper, she would like to pass on that they're excited about this program and offer her assistance if needed.

(a) Thank you!

B) Tim Wiseman, Chief Risk Officer, Risk Management & Safety Office

i) Goals and objectives

(1) Risk management and insurance/claims processing

(2) Managing student health insurance

(3) Implement an enterprise-wide risk management program

(4) Add strategic focus to traditional risk management and assessing how risks impact achievement of strategic objectives of UW

(a) Better decision making

(b) Determine risk tolerance

(5) Change culture to look at uncertainty about future outcomes as positive OR negative

ii) Insurance rehaul/renewal in progress

iii) Currently serving on COVID19 groups

iv) Please communicate any concerns or thoughts – everyone helps in risk management.

VI) Officer Updates

A) President Wheeler

i) COVID19 Human Resources Subcommittee

(1) Discussed precautions that are necessary for when we move back to campus

ii) Board of Trustees meeting next week – will have report on budget process and other meetings

B) Vice President Stratton

i) No report.

VII) Open forum

Meeting adjourned at 2:20 PM.

Respectfully submitted,

Jennifer McKenna

Staff Senate Secretary