



Full Senate Meeting Minutes
April 3rd, 1:15 p.m.
Wyoming Union Senate Chambers

- I. **Executive Session**
- II. **Call to Order**
- III. **Roll Call**
 - a. **Present**

David Keto, Lindsay Galey, Jennifer McKenna, Susan Schulz, Meghan Monahan, Rachel Stevens, Katherine Kirkaldie, Jeannie Czech, Jennie Hedrick, Angela Reddick, Mandy Gifford, Kristin Blevins, Xavier Gonzales, Chris Maki, Chad Bade, Kevin Coleman, Heather Earl, Kristen Smoot, Jason Gonzales, Eloy Malsom, Meghan Kerley, Jennifer Heupel, Jason Anderson, Renee Ballard, Carl Mehta, Jonathan Goldman
 - b. **Excused**

Cathy Moen, Leland Schroyer, James Wheeler
 - c. **Absent**
 - d. **Proxy**
- IV. **Approve March Minutes**
 - a. **Correction**
 - i. Academic Affairs
 1. 2 1 A Mark Stayton
 - b. Approved as corrected
- V. **Approve April Agenda**
 - a. Item 9 new business section A add election results
 - b. Approved as corrected
- VI. **Special Business**
 - a. No Special Business
- VII. **Administration Reports**
 - a. **Division of Administration**
 - i. Legislature
 1. Reappointed a Housing Task Force, adding Parking as well
 - a. 10-member task force
 - b. Sites for parking and housing are being set going in
 - i. Site for possible parking garage is where the UW PD building is.
 - ii. Parking will be start around where current UW PD is. PD will be relocated to Hill
 - c. Footprints for housing will be alongside west side 15th street from Lewis to Business School.
 - d. Most of existing housing (except Hill) will be demolished along with Wyo Hall.
 - e. Parking Garage
 - i. City council needs to approve on April 16th
 - ii. Then they will be up and running

ii. Master Plan

1. Planners will return on May 2nd & 3rd will be the culmination of the data collection
 - a. Survey (It's a campus map) will close Friday
 - b. All the task forces will meet with the Planners when they come back
 - i. Meeting will be slated for time
 - ii. All of the task forces will hear about all of the topics
 - c. May 2nd there will be a student town hall to get feedback
 - d. Goal is to be done with this in January of 2020
 - i. Data collection done by May 3
 - ii. Sasaki comes back with ideas and we give feedback to the ideas, runs through August
 - iii. Finalize the plan in the Fall, this is what the campus looks like in 2040, 20-year Master Plan
 - e. Questions
 - i. Is the Physical Plant building and the Lab School affected by the new Residence Halls footprint?
 1. Lab School – No
 2. Physical Plant – Not likely, very expensive building to replace.
 - ii. Status of 15th Street and how will access to the parking facility on 15th and Bradley onto 15th Street and campus?
 1. No change in status to 15th Street
 2. Sizable garage will need to use difference in elevation to help get pedestrians across 15th Street and address ADA concerns.
 - iii. Any word on size the parking garage will be?
 1. Looking at the number of spaces being lost as well as the commitment to have more parking than before it will be sizeable.
 - iv. Will we be encouraging the students to park in the garage?
 1. To be determined
 - v. We are creating an island around the Lab School that does not allow access. How we will still have access in and out for students and Drop off and Pick up.
 1. Lewis street will have a cul-de-sac as it's terminus in campus.

b. Human Resources

- i. AVP Durr is out on medical
- ii. Will work on getting a well card for AVP Durr

c. Academic Affairs

- i. Some issues have come up and they are unable to attend today

VIII. Guests and Special Programs

- a. Institute of Innovation & Entrepreneurship, Jack Mason
 - i. Would like input at end of presentation about opportunity needs opinions
 - ii. Traveling the state talking to organizations and individuals
 1. Asking about what the needs are immediate and long term.

iii. Current Strategic Plan has quite a bit about entrepreneurship

1. Bridging disciplines
2. High-impact learning
3. Pathways to opportunity
4. Throughout the curriculum
5. Collaboration between the university and constituents

iv. Mission

1. Institute of Innovation & Entrepreneurship will serve as the “front door” of the university for resources to support entrepreneurship around the state both inside and outside UW.
2. Kaufman Foundation does a lot of research and support.
3. It’s more than just about startups

v. Why entrepreneurship is important for everyone

1. Business environments

- a. Stable, predictable, not much competition, low uncertainty
- b. Uncertain, unpredictable, complicated, risky, limited and constrained resources.
- c. Graduates will face the uncertain & unpredictable business environment

2. What companies that are big today that you wouldn’t think of 10 to 12 years before

- a. Apple
- b. Amazon
- c. Facebook
- d. Uber
- e. Netflix
- f. Google

3. Companies want to hire employees with deep backgrounds

- a. Cross discipline
- b. Be innovative
- c. Put things together quickly

4. Setting up the website to help translate the alphabet soup

5. Setting up a mentoring network throughout the state

6. Help alleviate legal impediments entrepreneurs have trying to work with UW

b. Feedback

i. Worked for research institute, major impediment to activities was intellectually property rights. How is this being addressed?

1. Working with the Technology transfer office
2. Group is traveling to Utah, CSU to see how they are dealing with the issues
3. Trying to determine what the goal(s) are
4. New subcommittee of BOT getting involved
 - a. Legal language is broad enough
5. Interviewed all the Deans

- a. There is a lot of entrepreneurial activity
- ii. WTBC in Sheridan and Casper will spin off into innovation centers but the one in Laramie will become a part of the institute.
- iii. Biggest obstacles no one is talking about
 - 1. Industries in Wyoming can not get all their employees from UW
 - 2. Issues
 - a. Cultural
 - b. Parlance
 - c. Any plan to help develop communities that people want to live in?
 - i. Yes, one area is changing/updating Parlance

IX. Old Business

- a. Second reading for Res #236 "Resolution Regarding Sexual Violence on UW Campus"
 - i. Motion to pass as written made by Senator Galey
 - ii. Seconded
 - iii. Floor opened
 - 1. No responses
 - iv. Unanimous Consent to be used
 - 1. No Nays
 - v. Passed by Unanimous Consent
- b. Second reading for Res #237 "Resolution in Support of Longevity Pay for University of Wyoming Classified Staff Employees"
 - i. Motion to pass as circulated by Senator Blevins
 - ii. Seconded
 - iii. Floor opened
 - 1. Question about mentioning backdated
 - a. Would it be fair to put this financial burden on UW?
 - b. With our new financial system departments should be able to start budgeting for salary increases and in this case a longevity pay.
 - 2. Add friendly amendment
 - a. End of line 6 add: Staff Senate of the University of Wyoming request that the University of Wyoming implement a Longevity Pay policy as part of the regular budgeting process within the next two fiscal years, fiscal 2022, for UW classified staff employees at a rate of \$40 per month after completion of each 5 years of continuous service...
 - iv. Motion to table made
 - v. Seconded
 - vi. Passed by Unanimous Consent
- c. Second reading for Res #238 "Request for Modification to Salary Policy"
 - i. Motion to pass as circulated
 - ii. Seconded
 - iii. Floor opened

1. Cost of living adjustments are never part of the conversation. This resolution doesn't address it and probably shouldn't be included but it does need to be addressed at some point.
2. Cost of living should
 - iv. Passed by Unanimous Consent
- d. Second reading for Res #239 "Request for Revision of Data Governance Committee"
 - i. Motion to pass as is
 - ii. Seconded
 - iii. Floor opened
 - iv. Passed by Unanimous Consent

X. Liaison Reports

a. ASUW

b. Faculty Senate (Rudi Michalak, Member At Large)

- i. Next chair elect reporting
- ii. Bombarded with SAPS and UniRegs
 1. Have approval to pushing these off until fall
 2. Interest in issue of pay raises
 - a. They don't want to miss anything
 - b. They have a long list of recommendations and ideas
- iii. A long list of degrees
 1. Great concern about students that get these degrees will be able to use the degrees
- iv. President of UW
 1. When will we get an Interim President?
 2. What will happen under an Interim President?
- v. Question
 1. What is the faculty senate doing about the change in administration?
 - a. They are pressing for transparency
 - b. They are not getting much traction

c. Advisory Council on Diversity, Equity, and Inclusion (Senator Kirkaldie)

d. Athletics Planning Committee (Senator Moen)

e. Campus Master Plan (President Ballard)

f. No More Committee (President Ballard)

g. Public Art Committee (Senator Schulz)

h. Strategic Improvement Working Group (Senator Blevins)

i. Student Media Board (Emily Edgar)

j. Union Visioning Master Plan (Senator Blevins)

k. UW Facilities Council (Senator Jason Gonzales)

l. UW Travel Policy Committee (Vice President Keto)

XI. Officer Reports

a. President, Renee Ballard

- i. In response to the transit and parking study preliminary results that were released recently, Staff Senate Executive Committee submitted a letter to President Nichols, President True, and Neil Theobald. A copy of the letter is copied below along with a response from both Neil Theobald and President True.
- ii. The subject of professional development and career advancement has had a slight adjustment this past month. I have spoken with Michael Barker, chair of the new

Strategic Implementation Team, several times and we agreed that this subject should be explored by a task force that will be under the Strategic Implementation Team. This task force will begin their work by looking at the information that has been accumulated jointly by the Staff Senate Executive Committee, Human Resources Dept., Information Technology, Provost Office, and the Department of Diversity, Equity & Inclusion. Staff Senate looks forward to seeing what lies ahead for this important topic.

- iii. After discussing our concerns about the staff appointments to the Strategic Implementation Team, Michael Barker informed me they added an additional staff appointment and asked us for our recommendation for this position. Crystal Bennett was recommended by us and she accepted the appointment.
- iv. Staff Senate continues to have a number of open seats, but our leadership recently surfaced 23 new nominations and our Credentials and Elections committee is busy contacting these individuals to see if there is any interest in serving. The senate has elected our officers for next year and Senator Blevins will be sharing that information.
- v. I have spoken with several different individuals regarding concerns about evaluations. I know that Human Resources is also aware of these difficulties. The deadline for evaluations has been pushed back in part due to some of these issues.
- vi. I want to say a quick THANK YOU to Chair Hedrick and her Recognition Committee for all their hard work on Staff Recognition Day. I'm looking forward to celebrating with all of you tomorrow. If you haven't signed up to help out, there is still time and I strongly encourage you to do so.
- vii. The staff senate also finished up their survey regarding staff and their need for federal assistance. The survey has shown that 82 full-time UW staff reported to currently receiving a form of public assistance. We had more staff indicate they would be receiving assistance if not for their second jobs. The survey also showed a higher percentage of employees currently have a second position than was expected, however the reason for second positions was not explored. A copy of the survey results was shared in the Staff Senate Newsletter.
- viii. Board of Trustees
 1. The Academic Calendar Committee continues to move forward and administered a survey regarding J term. The next meeting is April 3rd at 4pm.
 2. The HLC gave an accreditation update and explored option of how to help the Board of Trustees prepare for the accreditation visit.
 3. Many individuals showed up to speak words of support for President Nichols at open Forum. There was also concern over Student Housing from the Community.
 4. Kyle Moore gave a update on our Spring 15th day enrollment report
 5. Kyle Moore and David Jewell also explained that due to our increase in enrollment, we may be growing more than we can afford to give the waivers and Institutional Scholarships that are provided. Last year an estimated 10 million dollars was awarded (lost tuition) to out of state students. The issue is being examined on how to best make adjustments.
 6. The Salary Distribution Policy changes were not approved but were going to be re-examined at the May meeting.

7. The legislative money for FY 20 was discussed. The money did not include amounts for self-operating or grant funded employees. The university is looking at ways to fund these raises as well.
8. AVP Durr could not say whether or not employees who receive less than a 3 would receive the adjustment.
9. A Bachelor of General Studies Degree was approved
10. A Undergraduate Elementary & Special Education Degree was approved
11. The Proposal to Reorganize, Consolidate, and Reduce Academic Degree Programs in Geography were approved
12. Underground Gas Line Easement at Cirrus Sky and Harney Regulation Station were both approved
13. Engineering Roof Replacement has been approved
14. College of Law Expansion & Renovation Consultant Selection was approved
15. UW/NPS & NPS Partnership Agreement was approved
16. HCM going online has been delayed
17. LOTS of tracking and reports will be needed based on the passed Legislation from this year's session

ix. Parking and Transit Letter:

1. Dear President Nichols, Vice President Theobald, and Chair True:

As the Parking and Transportation study moves into its final stages, the Staff Senate executive committee would like to share the following concerns with you.

Many staff members have expressed a concern over the recommendation to move to a tiered fee structure. While this proposal has been framed as a matter of preference for close parking, we feel that it raises an issue of equity. Pricing core campus parking at a higher rate than peripheral and remote lots effectively reserves core lots for faculty and administration while pricing out the lower paid employees on campus. This forces them to park in the remote lots. These employees are often the very employees who have limited flexibility in their work schedules and are required to come in early, prior to the beginning of bus service.

A second concern brought to our attention involves workplace expectations.

Many staff members are currently expected to utilize their own vehicles to conduct University business during the work day. In addition, there is an expectation for many staff members that they will be at their workstation prior to the start of their work day regardless of weather or other

transportation contingencies. Staff members report that they experience anxiety at the thought of relying on transit because they feel that they may experience repercussions when informing their supervisor that they will no longer be able to run errands during the work day. Additionally, there is a fear that there will be disciplinary action if they occasionally arrive late due to insufficient bus capacities and transit running behind schedule. As we enter a transitional period where parking is concerned, messaging from upper administration on these two issues would be extremely helpful to these employees. Staff Senate requests an open and transparent conversation between administration and all campus supervisors regarding the potential impacts of an increase reliance on transit and how this could affect staff.

Finally, many staff members have raised a concern that the parking and transportation study report will present an inaccurate picture of the parking situation on campus given the changes that the construction of new student housing will create. Our understanding is that the scope of the parking and transportation study did not include these changes, and that they will not be reflected in the final report. We request that the final report be expanded to include the significant changes the campus will be undergoing in the near future.

We truly appreciate your time and attention to this matter.

Sincerely,

Renee Ballard
Kristin Blevins
Heather Earl
Lindsay Galey
Jason Gonzales
Jennie Hedrick

Jennifer Heupel
David Keto
Jennifer McKenna
Kristen Smoot
Rachel Stevens

x. Responses to Parking and Transit Letters:

Thanks, Renée, for passing along the Staff Senate comments which certainly merit careful consideration.

And, thanks Neil, for your reply and including me.

Again, thanks to you both,
Dave

xi. Renee:

Thank you for these well-stated, substantive responses to the initial Walker Consulting study. The results of the final Walker study will be data - - along with surveys that we are conducting - - which are being provided to our Master Planning Mobility Task Force for their deliberations over the next nine months.

On Wednesday, I will update Staff Senate on this issue and answer any questions or concerns that Senators may have. Any recommendations/proposals for campus parking will be included in the January 2020 campus master plan final report.

Neil

b. Vice President, David Keto

i. I just have a few topics to touch on for future reference:

1. If you have guests, you'd like to have come visit our meeting to cover any topics of interest let me know, we don't have any other special guests scheduled through the rest of the year so there's plenty of space.
2. I'll be starting on planning our charity fundraiser over the next month so if you have strong opinions on that let me know. As discussed briefly at one of

our previous meetings we're thinking of doing a cornhole tournament on Prexy's over the summer perhaps to fundraiser for the pilot hill project (this replaces relay for life)

3. I'll also be working on dates and an agenda for our annual staff senate retreat at the beginning of the new senate year in July, if you have anything for the retreat agenda let me know
4. The Travel policy task force has not yet met, so no update there.

XII. New Business

- a. Election Results
 - i. Vice – Senator Gifford
 - ii. Secretary – Senator McKenna
 - iii. Parliamentarian – Senator Keto
 - iv. Member at Large – Senator Heupel

XIII. Committee Reports

- a. **Communication Committee – Senators McKenna & Stevens**
 - i. Working on SRD
 - ii. Updating email and websites
 - iii. Working on manual
 - iv. Meeting – April 5th, 9:00, Union 203
- b. **Credentials and Elections Committee – Senator Blevins & Gale**
 - i. Received 23 senator nominations, sent out emails
 - ii. Meeting – April 16th, 2:00, Wyo Hall 402
- c. **Finance Committee – Senator Jason Gonzales**
 - i. Nothing to report
 - ii. Meeting – April 17th, 8:30, Merica 320
- d. **Recognition Committee – Senator Hedrick**
 - i. Decorating for SRD
- e. **Staff Relation Committee – Senator Heupel**
 - i. Nothing to report
 - ii. Meeting – April 15th, 10:30, Union 202 766-3797

XIV. Open Forum

Meeting adjourned at 3:50 p.m.

Respectfully submitted,



Kristen K. Smoot
Staff Senate Secretary

STAFF SENATE
UNIVERSITY OF WYOMING