



Full Senate Meeting
8/14/13
1:15 p.m.
Coe Library, Room 506

Minutes

Meeting was called to order @ 1:21 PM by President James Logue.

Roll was called and found a quorum present.

Present: Aimee Appelhans, Laura Barton, Vince Bath, Beverly Bell, Brian Beman, Gary Boulware, Lori Dockter, Erin Essary, Manuel Gallegos, Mark Gunnerson, Rich Heckart, Katy Hudson, Danee Hunzie, Trish Hysong, Caroline Johnson, Kyle Joyner, Kathy Kirkaldie, Melissa Lawrence, James Logue, Aneesa McDonald, Meghan Monahan, Jen Paintin, Farrell Rapp, Mark Sherrodd.

Absent: Tim Crawford, Niki Fifield, Leland Gaulke, Rachel Stevens, Maureena Walker, Rod Whitney

Proxy: Lee Kempert
Excused: Arron Sullivent

July Minutes approved as circulated

August Agenda approved as amended

Administration Reports:

Janet Lowe-VP of Administration representative: working on the last of 4 requests to the budgeting process. Appointments: Interim Academic Affairs/Provost- Richard McGinity, Rick Miller Vice President/ General Counsel. Search for VP of Administration is moving forward, timeline is hopefully by the 1st of January. Janet encouraged staff to attend the town hall meetings being presented by UW President Sternberg. Request for information on compensation/benefits was presented from Senator Gunnerson.

Richard DelaCastro-Director of Human Resources: EGI audit information was given; just fewer than 174 had not presented the requested information. Employee Assistance program (EAP) will go forward and be implemented. RFE for the LTD program has gone forward and the current provider will be dropping the cost, and that will provide the funds to go forward for the EAP. Smoking cessation program questions were asked.

Officer Reports:

President Logue- Attending meetings, Dr. Steinberg is giving the same information about being committed to finding monies for salaries, fundraising increasing, CPM process is not a good plan, it is hurting long range planning. Budgets submitted and trying to get things inline with what the legislature wants. ASUW for representation. UP4 comments given to the Exec committee for review.

Vice President McDonald- Awaiting information for scheduling brown bag lunches with President Sternberg

Old Business: None

New Business:

EHS draft policy, Nancy Fox Director of Environmental Health & Safety- General information was given for the update to the policy and request for representation to the committee. Demonstration was given on how to access information on the warehouse drive.

Committee Reports:

Communications Committee-President Logue See attached.

Next meeting-

Compensation Committee- Senator Gunnerson reported See Attached

Next meeting-August 27th, 9:30 am in Wyo Hall Rm. 327

Credentials and Elections Committee-Senator Hysong Reported See attached

Next meeting-August 27th, 2:15 pm in Old Main Rm 321

Finance Committee- Senator Monahan Reported on budgets and expenditures. Senator Sherrodd and Crawford will be the co-chairs of the committee. Looking at meat raffle towards homecoming.

Next meeting-August 28th, 9:30 am

Recognition Committee-Senator Bath reported See attached

Next meeting- August 21st, 11 am, Wyo Hall Rm. 312

Meeting adjourned @ 2:19 pm.

Respectfully submitted

Lori Dockter
Staff Senate Secretary

STAFF SENATE

UNIVERSITY OF WYOMING

UW Staff Senate Communication Committee

Meeting Minutes

August 7, 2013

Present: Jim Logue – Acting Chair; Aaron Sullivent, Maureena Walker, Kathy Kirkaldie, Jenifer Paintin

Absent: Rachel Stevens (excused)

Next meeting: TBD

I. Announcements

Meeting was held in Wyo Hall 304 @ 10:am

II. Discussion

Wider distribution of Senate news and announcements. Discussion surrounded around creating wider channels of distribution. Senator Kirkaldie will get criteria for campus-wide email distribution from Chad Baldwin. Branding Iron was discussed, but determined not timely in many cases.

Committee agreed that major goal of committee is to publish and publicize changes to employee benefits and to maintain good relationship with HR to keep channels of communication open.

Senator Kirkaldie volunteered to produce new template for Web site and to write feature stories about staff.

President Logue will solicit Senators for brief bios to feature in monthly Senate newsletter

III. Open Forum

Committee tabled chair selection until full committee could meet.

Meeting adjourned.

UW Staff Senate Compensation Committee

Meeting Minutes

July 30, 2013

Present:

Jim Logue – Acting Chair; Aimee Appelhans; Mannie Gallegos; Kyle Joyner; Beverly Bell; Caroline Johnson

Absent: Mellisa Lawrence (excused); Nichole Fifield (excused) Rod Whitney; Mark Gunnerson

Next meeting:

TBD

I. Announcements

Meeting was held in Wyo Hall 327 @ 10:am and via Lync/Phone meeting

II. Discussion

EHS policy review. Committee discussed proposed EHS policy and regulation and compiled comments. Comments were forwarded to Nancy Fox and the acting VPs of admin and were copied to full Senate.

Mark Gunnerson was nominated as chair of committee, in absentia.

Senator Joyner proposed researching and developing a draft policy to address comp time accumulations via a cash-out option.

Proposed 4% increase in salaries would be merit-based. Committee will be prepared to discuss implementation strategies and the performance review process in general.

III. Open Forum

Senator Appelhans voiced a concern from a constituent regarding possible security concerns with the HRMS system. President Logue will follow-up with HR.

Meeting adjourned.

CEC Minutes
July 24, 2013 2:15pm
Old Main 321

Senators Present: Trish Hysong, Farrell Rapp, Jim Logue, Erin Essay, Aimee Appelhans, Aneesa McDonald
Senators Absent: Kathy Hudson, Lori Dockter

Elect new committee chair – the committee elected Trish Hysong as the committee chair

Elect new secretary of committee- the committee elected Farrell Rapp as the committee secretary

Constituent Lists

- Distribution of list:
 - Committee will set-up a model for senators
 - The committee will email individuals from each divisions to see if they will be willing to be the division’s distribution list representative

- Division of constituents among divisions

Letters need to be sent out to supervisors – Trish is working on this.

Communications committee

- Division classification explanation for July newsletter – Trish will work on this with new communications chair

- Senator bios- Trish will work on this with the new communication chair as well.

Officer Elections

- Need to do a resolution to redo R&P to be in line with UW Regulation 1-34 regarding election of officers – Aimee will draft a resolution to change the R&P to match the UW Regulation 1-34 regarding election of officers. Nominations will be in April, elections will be in May.

What else?

UP4 review

Next meeting

- Set up date\time - 8/27/13 Old Main 321 at 2:15pm

UW Staff Senate Recognition Committee

Meeting Minutes

July 31, 2013

Present:

Jim Logue – Acting Chair; Vince Bath, Danee Hunzie, Laura Barton; Lou Ann Chakmakian; Lee Kempert; Mannie Gallegos; Brian Beman

Absent: Gary Boulware (excused); Leland Gaulke (excused)

Next meeting:

August 21, 2013 11:00 – 12:00 Wyo Hall Room 312

I. Announcements

Meeting was held in Wyo Hall 304 @ 11:am

II. Discussion

SRD – brief review of last Staff Recognition Day event. Reviewed seat counts, food layout and entertainment. Raffle ideas were discussed – approach IT for tablet? Crane hall appeared to be best location for event.

Scheduling of next SRD – dependent on UW President's schedule. Would like to schedule it sooner in the month to assist with Senate recruiting efforts.

EOQ, EOY, Annual award discussions. Considerable discussion regarding awards – affect on morale, fairness, number of awards, etc. Staff survey was discussed to gauge staff impressions of award process and 'prestige'. Procedures and selection process may be reviewed and alterations may be proposed.

Senator Gallegos suggested keeping EOQ winner supervisors involved in award process.

III. Open Forum

Review of award criteria was assigned as committee prep work for next meeting.

Meeting adjourned.