I) Call to Order – 1:15 PM
II) Roll Call
III) Approval of January Meeting Minutes
   a. Resubmitting Minutes as corrected. [Approved]
IV) Approval of February Agenda
   a. Motion to swap items X and XI. [Approved]
V) Elections
   a. Senator Hand:
   b. Nomination forms are available and will be sent out 2/7/2024
   c. Member-at-large Nelson: The elections in March are for Officers and Staff seats?
      i. Senator Hand: Both
      1. The form coming out is for officers. However, there will be recruiting efforts to fill vacant seats.
   d. Member-at-Large Nelson: When will elections for full senate go out to campus?
      i. May 1st voting will go out to all of campus.
      ii. April 1st will be staff nominations.
      iii. March 1st will be officer nominations.
      iv. Start date for all new senators will be July 1st.
VI) Confirmations
   a. Skylar Thimens District 26
      i. Confirmed
VII) External Liaison Reports
   a. ASUW (Associated Students of the University of Wyoming) Chief of Staff, Jerry Henderson (Needs to leave at 1:35)
      i. New admin starting this semester following the resignation of the president.
         1. Kameron Murfitt as president.
         2. Cord Anderson Vice president.
      ii. Working with campus partners to spending down reserves to help students.
      iii. Awarding $70,000 in scholarships this (Spring 2024) semester.
      iv. Drafting budget FY25.
      v. Lowered ASUW fee for FY25 from $55 to $45.50
      vi. Finish search for ASUW advisor.
      vii. President Murfitt created an ad hoc committee for parking fees. Members will be assigned soon.
   b. Faculty Senate – Chairperson Sprague
      i. I am working to wrangle faculty to serve food April 16th staff appreciation day.
      ii. The executive committee feels it would be beneficial to have a freedom expression group built from the president's office.
      iii. Notification of progress on HS issues; Reg 2-2, has some shortcomings regarding resolving the issues with faculty and staff leaving.
         1. Seeking exploration of resolving avenues available to staff in similar situations.
VIII) Administration Reports
   a. President’s Office – President Seidel
i. Legislator priority’s
   1. Raises for Faculty, staff, and Graduate students.
      a. Asking for 6 million dollars for the biannual request, 2%/year.
      b. Governor was supportive of the proposal and took that into his enterprise-wide request.
      c. Number one priority and the governor has taken that statewide so it may not show up in our reports.
   2. Mental health initiative
      a. The Governor did not recommend this.
      b. 1.8 million requested.
      c. Well, received by JAC and included it in their recommendations.

ii. Presidential leadership institute.
   1. Launching soon and more info will be provided.
   2. Staff section ready to launch and communication will be distributed this week
   3. Topics will start with a cohort of about 20
   4. Monthly meetings with a final meeting at the president’s home.
      a. Starting May through September
      b. Conflict Management.
      c. Clear communication.
      d. Diversity issues.
   5. Bob Link will help this become part of the Career ladder sys and how this will impact that as well.
   6. Member-at-Large Nelson:
      a. Can you repeat the dates for the PLI (Presidential Leadership Institute)?
      b. President Seidel;
      c. May through September but I do not have exact dates. Those will be included in the communication.

iii. New presidential excellence award.
   1. Supporting the UWyo strategic plan.
      a. Student Success
      b. Faculty excellence
      c. Financial stability
      d. Community
   2. $1,000 award associated with this award as well.

iv. February 29th will have a staff town Hall
   1. Everyone is welcome

v. Key initiatives
   1. Student success:
      a. We need to have an event where we brainstorm how staff impact their success.
      b. How do we get everyone involved with the student success
      c. Empowering Staff.
   2. AI (Artificial Intelligence) initiatives are being built and established.
      a. Looking at other Universities
      b. Enabling staff
      c. Please provide input on how staff can use AI
   3. Freedom of expression as mentioned by Faculty senate.
      a. Great Idea to have a group establish
      b. As mentioned in cabinet there are still issues with reprisal fear and that is unacceptable.
         i. We discussed the questions of What is wrong and what can we do.
         ii. We want to cultivate a culture where people are respectful and can express their opinions.
iii. I would love to hear from this group on that topic.

vi. Ombuds;
   1. Does your Coffee hour with staff include release time?
   2. President Seidel;
   3. If there is an issue with release time he would like to know why.

vii. Bob Link;
   1. Human Resources does not deal directly with release time. That comes from the president’s office.
   2. With that said, this is a culture change we need to work on where we do not need release time to attend university business.

viii. Member-at-Large Nelson:
   1. There is a common concern on campus about timing and when the staff are available to attend those events.

ix. President Seidel
   1. We can address this through working on timing and making it clear that the time is part of your functioning at Uwyo

x. Senator Monahan;
   1. Some constituents are told that there are too many people leaving the area.

xi. President Seidel
   a. We will address with Bob Link Later

xii. Senator Lafleiche;
   1. In reference to Grad student Stipend, Will that bring their stipend up “Market” value?
   2. President Seidel;
      a. I am not sure it quite does. But it is a step in the right direction
      b. We want to make sure we are competitive with other universities in the region.
      c. I know for sure that the salary increase will not be equivalent to NSF (National Science Foundation) or DOE (Department of Energy) recommendations. They tend to be generous.
      d. We are taking the first steps to moving in that direction.

xiii. Senator Krassin
   1. What was Mental health money intended for what?
   2. President Siedel;
      a. For everyone and allowing the university to address many concerns
         i. Hiring additional personnel
      b. Help with Student Success, helping those students under a lot of stress.

b. Academic Affairs – Dean Courtney
   i. Phase 3 of the next generation of USP (University Studies Program) is in development.
      1. Co-Chaired by Mandy Gibson, Provost, and others
      2. Subcommittees are being formed this week (2/7/2024) with meeting set for 2/12/2024
         a. Charges;
            i. Developing definitions of all components.
               1. Student learning outcomes.
               2. Policy recommendations.
         b. Campus involvement and feedback sections will occur this spring and we look forward to hearing your feedback on that.
   3. The new USP will be active AY26-27.
   4. Feedback is particularly important.

ii. Vice Provost Matt Grizwald
   1. Online bachelor's degrees available now
      a. Accounting
      b. Criminal Justice
      c. Human resources; Concentration in Management
d. Management

- Marketing
- Organizational Leadership
- Sociology
- General Studies

2. More coming in the future

- Ombudsperson – Nellie Haddad
  1. Staff supervisor relationship
     a. Offering workshops to help departments collaborate better. It is called Rules of Engagement.
        - This will be a place where the department will get together and decide what types of parameters will make their department work a lot better.
        - If you are interested, please reach out to the ombuds office.
     b. More effective supervisor training is being developed.
     c. Workshops in March maybe;
        - Conflict management workshop
        - How to get along with anyone.

- Senator Krassin
  1. Are there any staff looking for any workshop? Are you the person to talk to?
     a. Some but not all
  2. If there are staff any crisis, are you the one to talk to?
     a. Resources are available
     b. Anything serious will be forwarded to the appropriate persons
  3. Is there a list for staff to access for help?
     a. Let us meet after to work out details on where to find resources.

- Office of Research and Economic Development
  1. Shelly Snyder
     a. Update on the 1st annual research and innovations dinner. Held in January 2024
        i. 4 awards being given annually
           - Distinguished researcher
           - Distinguished Innovation
           - Exemplary Culture (Department)
           - Research service
             1. Open to faculty and staff.
        v. Nominations will be requested in the fall
  2. Please let us know what research your area is doing research wise.

- Division of Budget and Finance Vice President Budget & Finance, Alex Kean
  1. FY25 budget timeline
     a. March 1st – budgets due to the budget office
     b. March 11th – April 5th
        a. President's office review
     c. April 15th presenting budget to the board of Trustees; Reg 7-1
     4. May 6th-7th College and Division hearings.
     5. June 12th Trusties' approval deadline and when they act.
     6. 4% tuition increase
     7. Fringe rates have been submitted
        a. Decease to Fac and Staff
        b. Increase on Student/Non-benefited
  2. Senator Vogt
     1. Can you provide those fringe rate percentages?
        a. Faulty 38.7%
        b. Staff 43.7%
c. Non benefited 3.3%

iii. Senator Roberson
1. Is there any way to speed up the timeline for working with our county Partners?
   a. We will do our best to address the concerns and reach out as quickly as possible to those partners. However, the June 12th deadline is fixed
   b. May 6th-7th may be an appropriate time to bring that up as well.

f. Human Resources Associate Vice President Bob Link
i. Online orientation will be distributed for EAP (Employee Assistance Program)
   1. Resources are also available on the HR website.
ii. 2nd Tuesday every month except January
   1. Thrive Professional Development Series
   2. Done through our training area in HR
iii. Year-end documents have been distributed.

g. Senator Monahan
i. With the Deloit Study, there have not been deep dives. will there be any more of those
   1. Deep Dive next Thursday (2/15/24)
   2. Oriical will be available in person next week as well.

h. Division of Operations Vice President Campus Operations, Bill Mai
i. January Trustees meeting
   1. Final disposition of the Uwyo Aquatics Center.
      a. Final design changes have been approved as well as budgeting items
      b. Groundbreaking sometime mid to late summer 2024
   2. 15th street and the new housing program being constructed.
      a. Continuing work.
      b. March trustee meeting should have more approvals on this.
      c. Trustees' area on Uwyo website has rendering of 15th street proposals.
         i. January meeting minutes,
         ii. Materials section.
         iii. These would be two rounds of about to help with traffic control.
         iv. The city has been cooperative in these changes.

ii. Senator Czech
1. What will happen to the parking area where the aquatic center is being built?
   a. The plan is to section off parking for football games.
   b. Equipment storage in the Sumit view parking will be utilized as well.
   c. Two other lots will also be available for games as well.
2. When the design moved, are there plans for the area they moved it from?
   a. There is an agreement for the area's use under land and water conservation fund.
   b. This tide the use to recreation used as well as serving as storm water run off
   c. As the area is under the national parks they would be involved in approvals and would be delayed enough to prevent using the original spot.
   d. No change of use.

iii. Senator Swierczek
1. Is the new Aquatic Center available to staff? Would that be part of half acre membership?
   a. Yes, that is the plan.
   b. Most days will have hours for open swimming to help cover the missing pool space.

iv. Senator Tai
1. 15th street, Parental concerns for student pickup and drop off for lab school? What is communication with the school district?
   a. Access will continue to be a problem as the project continues. The hope is to have the 15th reopen early in the school year to prevent as negligible impact as possible.
b. Communication has been ongoing with the school district on solutions.
c. When we have solutions, we will communicate that to the parents.

v. Senator LaFleiche
   1. What other routes do emergency personnel have when 15th is closed?
      a. Same as last summer and fall and every time it is closed.
      b. Mostly through 22nd and even 9th

i. Government Affairs Vice President of Government Affairs, Mike Smith
   i. President Seidel covered a lot
   ii. Monday marks the start of legislature session, through March 8th.
   iii. Any questions can be routed to Mike Smith
   iv. If you do reach out to legislature, be sure to address anything as an individual and not as a representative of Uwyo
   v. If Legislature reaches out, please email Government Affair if it concerning UWyo so the best answer can be given.

j. Student Affairs Student Affairs Rep needs to leave by 1:50pm
   i. Accepting nomination for awards for Toben reports.
      1. Due Friday 2/9/2024
      2. For seniors that were outstanding.
   ii. Black history month ongoing
      1. Multiple events in the union
      2. Follow-up information will be sent out
   iii. Save the date for Saddle up
      1. Move-in is on August 16th
      2. Seeking vaulters to help as well as show that staff are here to help.
      3. We would like to see more engagement from the campus as well.
   iv. Commencement
      1. Nominations for student speakers are active.
      2. May 11th
      3. Please visit the online resource to find the changes associated with the re organization
   v. We will follow up with links and information
   vi. Member-at-Large Nelson
      1. For anyone interested in joining you at commencement, will regalia be needed? Will they need to purchase their own?
         a. Actively building a closet.
         b. Some are available but please do purchase regalia through the bookstore.
         c. Academic affairs will be available to assist with financial assistance.
   vii. Senator Monahan
      1. Can a staff member walk even if they graduated years before but never walked?
         a. Yes, there is a $50 fee, but they are welcome to participate.
   viii. Senator Tai;
        1. If there are Staff hat sign up, I would encourage to think about how the area is labeled to be inclusive.
           a. Absolutely; We are currently working on that.
   k. Diversity, Equity, and Inclusion Vice President for Diversity, Equity, and Inclusion Zebadiah Hall
      i. No one present

IX) Guest Speaker: UW (University of Wyoming) Risk Assessment Danika Salman’s
a. Risk assessment Survey- anonyms
   i. Assessment of our strategic plan
   ii. Identifying each risk that will impact the Stategic plan
      1. These are present to help
   iii. Survey will be sent out to evaluate;
      1. Departmental
2. Culture and governance
   iv. Please participate in our survey being sent out this (2/7/24) week.
   v. March will be when the results will be compiled and presented
      1. The report will be available to the public
   vi. WyoWeb
      1. On WyoWeb page you can find the link “Report a concern”
         a. Anonymous report system
         b. These will be included in the report presenting in March
         c. This is also handled by a third party and not run through any institutional systems.
   b. Senator Baker Tai
      i. Are they still submitting their contact information?
         1. There is not an option in the survey
         2. But they can also enter their information in reporting a concern or emailing the group.
      ii. Is there protection with reporting concerns?
         1. There is no identifying information provided through the report a concern system.
         2. The systems allow the risk assessment team to communicate anonymously with those individuals without any individual's information being compromised.
   c. Member-at-Large Nelson
      i. This (2/7/2024) week before Friday?
         1. Yes
      ii. When does it close?
         1. 1 Week, sometimes we have extended the survey to get more responses.
      iii. Best completed before February 16th?
         1. Yes

X) New Business
   a. Legislation
      i. Bylaws
         1. 1st Reading; See attached documents. 20 Min
            a. Senator Hand
               i. Propose to send any minor changes to the governance committee to be submitted as amendments in March.
            2. Discussion opened for major changes and amendments.
               a. Wording on XVI.E was discussed and amended to the following:
                  i. “The proposed amendments to our revisions of the bylaws will be provided to the University President”
            b. Any edits and remarks. Send to Senator Hand

XI) Old Business
   a. Legislation
      i. Third Reading Bill 60
      ii. Voting Bill 60
         1. motion to move its discussion to after we vote on Bylaws

XII) Executive Reports
   a. President
      i. Course Release Resolution 250 update
      ii. Website update
         1. If you need a headshot picture, please reach out to Christina
      iii. Please ask your constituents to vote for Employee of the 1st Quarter. Deadline is March 1st
      iv. Let your supervisors know in advance of your committee engagements so they can plan for your absence.
   b. Vice President
i. Alumni association is accepting distinguished alumni award
   1. Contact Jack ternate for more information.

c. Treasurer Frankie will be online to present at 2:30. May need to circle back to this item
   i. FY25 Budget Vote
   ii. Presentation
   iii. Voting was postponed due to lack of Quorum.
d. Motion to adjourn

Due to the extended time the meeting was adjourned. Senators were asked to submit their reports to be included with the minutes.

   e. Secretary
   f. Member-at-Large
   g. Director of Outreach and Engagement update
   h. Legislative Affairs update

XIII) Liaison Reports
   a. Advisory Council on Diversity, Equity, and Inclusion (Senator Teng)
      i. Christina has informed them that I am the liaison, but I have not received any information regarding upcoming meetings. So, no updates.
   b. Athletics Planning Committee (Senator Teng)
      i. The first meeting for this semester is scheduled for the end of Feb. I will have a report at our March Meeting.

   c. Campus Safety Working Group (Senator Moede)
      i. No meeting scheduled yet.

   d. Classification/Compensation (vacant)

   e. Enterprise Risk Management Advisory Committee (Senator Teng)
      i. The first meeting for this semester is on Wednesday. However, I have a pre-arranged commitment at UW-Casper. I will not be able to attend, but I will request meeting minutes to share at our March meeting.

   f. External Relation Connections & Communications Working Group (Senator Tai Baker)

   g. Food Security Taskforce (Senator Monahan)

   h. Fraternity and Sorority Life Task Force (Senator Monahan)
   i. Green Dot Committee (Senator Hand)
      i. Tabling will take place next week during Love Month festivities at the Union Breezeway.
      ii. Staff Booster is being planned where departments will be pitted against each other in a Green Dot Family Feud game. More details to follow.
      iii. Green Dot Student Trainings: Feb. 24 1-4:30, March 22 4 – 7:30, April 27 1-4:30
      iv. Next staff overview training will be April 9 at 3:30, place TBD
      v. Denim Day is set for April 24th

   j. No More Committee (vacant)
   a. Public Art Committee (Senator Grosinger)
   b. Parking Committee (Senator Van Cleave)

XIV) Committee Reports
   a. Recognition Committee – Senator Moede
   b. Staff Relations Committee – Senator Czech
   c. Governance Committee – Senator Hand
      i. Send any Bylaws minor corrections to Senator McGinley or Senator Hand
      ii. Correction from Elections Q/A at start of meeting:
         1. Nominations for Officers will go out soon to Senators
         2. Election of Officers will be held at the May meeting after election of Senators
         3. Senators with Term 1 Seats expiring will be included in the election for Term 2 unless they send a notification of resignation to President Comeau and Ms. McDonald
iii. Hoping to recruit new senators for these 14 vacant or soon vacant seats – spread the word:
   1. Academic Affairs Division: District 11 and 12 (term ending June 30, 2024)
   2. Administration Division: District 19 and 35 (term ending June 30, 2024)
   3. IT (Information Technology) Division: District 29 (term ending June 30, 2024)
   4. Student Affairs Division: District 38 (term ending June 30, 2024)
   5. Academic Affairs Division Mid-term Vacancies: District 8
   6. Administration Division Mid-term Vacancies: District 22, 23, 39, 40
   7. IT Division Mid-term Vacancies: District 27
   8. Government, Communications/Marketing, DEI & Legal Affairs Midterm Vacancy: District 33
   9. Research and Economic Development District 32

Respectfully Submitted,

Secretary Jesse Grosinger