

## **University Staff Senate Meeting Minutes**

**Date:** April 2, 2025

**Location:** College of Business, BU 211



**Call to Order:** The meeting was called to order at 1:15 PM.

Roll Call:

- Attendance: 28 Senators present (in person and via Zoom)
- Proxies: 4
- Vacancies: 10

Approval of Agendas & Minutes

- Agenda: Approved unanimously
- Minutes: The minutes of the March meeting were received and approved with unanimous consent.
- Elections:
  - Officer elections for 2025-2026. Senator Hand sent an email link to all Senators to vote for officers and provided paper copies for those without electronic devices.
    - Vice-President: Sen. Jacob Marquez
    - Treasurer: Sen. Michala Drum
    - Secretary: Sen. Rebecca Sorber
    - Member at Large: Sen. Mollie Hand
  - Call for new Committee Chairs to replace those elected to Officer positions.

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## **ADMINISTRATION REPORTS**

### **President's Office – Kelsey Kyne, Chief of Staff**

- Introduction of Jadeen Mathis, Public Relations Manager
- President Seidel plans to attend and speak at Staff Recognition Day.
- Spring enrollment is up by 1.4%.
- Spring Convocation: Tuesday, April 22, 3:00–4:30 PM in the Union Ballrooms, celebrating UW's Carnegie R1 Status. Celebration to follow at Pokes Pub, 4:30–5:30 PM.
- Commencement Dinner will be held May 15. The Presidential Excellence Award recipient will be recognized.

### **Academic Affairs – Matt Griswold, Vice Provost for Online and Continuing Education**

- The faculty Senate is reviewing University Studies Program changes, focusing on transfer credit efficiencies.
- Academic Affairs will monitor HB 147, the Prohibition of Institutional Discrimination, and how it may affect UW. Due to the efforts in 2024-2025 to assure non-discrimination throughout all UW activities, they believe there will be few, if any, changes necessary to comply with the bill.
- Dr. Cam Wright has returned to the Department of Electrical Engineering and Computer Science faculty and the administration thanked him for his many years of service.

### **Division of Operations – Bill Mai, Vice President, Campus Operation**

- The Aquatics Center is scheduled for completion in Fall 2026. It will feature a diving well, hot tub, and long-course pool with a bulkhead. Open swim hours will be available.

## **Human Resources – Renee Ballard, Employee Relations Specialist, Senior**

- Staff Evaluations were due March 31. Currently, 60% have been started or completed. The remaining 40% that have not been started will begin receiving communications from HR. Employees who feel their supervisors are not responsive to requests to complete evaluations are encouraged to resolve issues within their departments first. However, they can contact HR to help determine if assistance is needed.
  - Evaluations needing updates after final submission can be reopened by contacting Renee Ballard or Kimberly Brionne.
- 2025 Goals: Supervisors are reminded to set reasonable goals that can be modified throughout the year, if needed, and to try to meet with employees during the first quarter to discuss goals and competencies.
- Classification & Compensation inquiries should be directed to Ann Lyda or HR Director Samantha Wilson.

## **Government Relations – Mike Smith, Vice President for Governmental Affairs and Communication**

- The 2025 Legislative session had many decisions that affect the UW, but some of the issues were addressed before the legislation, and the campus will not have many changes in the coming year.

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## **Staff Senate Executive Reports**

### **Staff Senate President – Adam Comeau**

- Welcome to Emilio Guerrero, the new Office Associate Senior who began on Friday, April 4.
- The Access & Engagement working group has concluded.
- The Conflict Management working group is currently on hold.
- The Records Management working groups have a date set for an upcoming meeting.
- The Board of Trustees and Staff Senator Luncheon succeeded with meaningful dialogue.
- The Board voted not to increase parking fees for the upcoming year.

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## **Staff Senate Committee Reports**

### **Recognition Committee – Senator Frankie Vogt**

- Staff Recognition Day: Monday, April 7, 12:00–2:00 PM at the Arena Auditorium. Theme: Recognition Roundup.
- Partnership with the Food Security Task Force: Donors and promoters can collect additional raffle tickets at the raffle table.
- A pizza party and award assembly will be held at Coe Library in preparation for SRD.

### **Staff Relations Committee – Senator Meghan Monahan**

- The next meeting is Tuesday, April 9. Topics include classification and compensation, WyoCloud efficiencies, and staff reorganization.
- Emilio will assist with signage for Senators' offices.
- Committee to address CMS communication timelines.
- Senator McGinley asked if other Senators are hearing about staff and office challenges with the Website rebuilds and deadlines. A few Senators have received reports of negative impacts on offices around campus. Sen. McGinley proposed further discussion.

### **Governance Committee – Senator Mollie Hand**

- Previous Coffee with Staff Senate was well received; next event: Friday, April 11.

- Nominations are open for Staff Senate seats. Staff are encouraged to self-nominate or nominate colleagues.

**Food Security Task Force – Senator Meghan Monahan**

- Over 130 items were donated for Staff Recognition Day. Items will be distributed to food cabinets across campus.
- Staff should promote awareness of food cabinets in their areas.
- An ongoing campaign is being conducted through the Foundation.

**Green Dot Committee – Senator Mollie Hand**

- Denim Day: April 23.
- Poetry Performance: Kyle Tran Myhre on April 24 at 5:00 PM, Buchanan Center for Performing Arts.
- Green Dot Training for Students: April 26.

**Parking Committee**

- The committee is working on catching up with backlogged ticket appeals.
- New license plates are affecting the system. Ask the staff to follow plate registration instructions carefully.

**Public Art Committee – Senator Catherine Conard**

- Art has been selected and installed in the new residence hall's dining facility. Visible from both floors.

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**Public Comment:**

- Dismissal of Dean Wright—Some Senators asked about this and reported constituents contacting them. There is a lot of concern, and they want to know if the Staff Senate will weigh in on it, as the Faculty Senate has already done. After the discussion, a decision was made to contact constituents for feedback.
- Handling ICE or visits from other Federal Agencies – several constituents have expressed concern over the information shared by General Counsel about possible inquiries and visits from federal agents looking for information about students. Some have asked if the UW could provide training for this and the Concealed Carry policy. President Comeau will forward this request to HR.

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**Adjournment:** at 2:45 PM