



## **UPCOMING EVENTS & ANNOUNCEMENTS**

### **Staff Recognition Day**

- Staff Recognition Day 2024 will be held in April in the Arena Auditorium.
- This year's theme is "Come on down to Staff Recognition Day".
- There will be games and food.

### **January 2024 Staff Senate Meeting**

- We will be holding the January 2024 Staff Senate meeting 1 week later than normal due to Winter Break. It will be held on Wednesday, January 10, 2024. More details will be forthcoming.

## **ADMINISTRATION REPORTS**

### **President's Office, Message from President Siedel**

- A. President Seidel thanks everyone who attended the Holiday Open House on Monday (12/4/23) and Coffee & Conversation on Wednesday (12/6/23).
  - a. He appreciates these opportunities to meet with staff and hear their ideas, questions, and concerns.
  - b. In the spring, the President will continue to host coffee & conversation twice a semester and will also host an all-staff town hall meeting.
    - i. The Office of the President will work with Staff Senate Leadership to find a time for the town hall.
- B. Planning for the Presidential Leadership Institute will officially begin in spring 2024, with a launch in May 2024.
  - a. The planning group consists of Adam Comeau, Christina McDonald, Richard Miller (ACES Director) and Kelsey Kyne (Chief of Staff to the President).

### **A. Ombudsperson – Nellie Haddad**

- A. It is coming up on the close of the first year of this position and Nellie's time serving as UW's Ombudsperson.
  - a. She is currently in the process of compiling an annual report to detail what has happened this year and any outcomes.
    - i. This report will be published on the Ombuds website to provide maximum transparency.
    - ii. One noteworthy item is that she has had a little over 60 visitors to her office this year.

### **Academic Affairs –Provost, Kevin Carman**

- A. Academic Affairs is forming an Artificial Intelligence Committee related to teaching and learning.
  - a. This committee has been formed, charged and has held its 1<sup>st</sup> meeting. The committee will also be discussing how AI affects operations on campus including current and potential impacts campus wide.
- B. Search for Dean of College of Law
  - a. The finalists are currently either on or coming to campus interviewing for the position.
  - b. We will move forward with successful candidate soon.

- C. Nicole Courtney and her team are moving to the Student Success Hub in old main. Everyone is welcome to stop by and say hello.
- D. President Seidel and Provost Carman have been visiting schools, colleges and conducting town halls in Wyoming schools and colleges to learn about opportunities and challenges they may be facing.
  - a. During these sessions, they have been taking comments and answering questions to give UW administration a sense of what is happening.
  - b. Typically, these are informative only and not action items.
- E. Provost Carman is also visiting department heads and chairs on UW campus in their space for the same purpose.
  - a. Being a department chair is a difficult role and a big job. He appreciates the work each department head and chair does.
- F. Matt Griswold, VP for Online and Continuing Education, has been working on developing and expanding UW's online programs.
  - a. The administration expects to have more coming online classes in the fall of next year.
  - b. They hope that additional online classes will also give UW staff members greater access to their education benefits.
- G. The University's R1 Research status will be effective in 2025!
  - a. R1 status is still a Carnegie designation but is now under the purview of the Department of Education.
  - b. To be an R1 designated Research Institute, a college must have \$50 million or more in research expenses and over 70 doctoral graduates in a year.
  - c. This designation is a matter of prestige. It will not have an effect on positions, salaries, etc.
    - i. Facility workloads and staffing do not change due to the designation but need to remain competitive.
- H. UW's Strategic Enrollment plan is being led by Kyle Moore, Vice-Provost of Enrollment Management to discuss enrollment challenges.
  - a. This team will be generating a report in January 2024 and intends to have a final version completed in March.
- I. Staff release time for taking classes was introduced in the last President's cabinet meeting and will continue to be discussed during the next meeting.

### **Office of Research & Economic Development**

- A. Nothing to present this month.

### **Division of Operations – VP of Campus Operations Bill Mai**

- A. Construction Updates & Board of Trustees Action items
  - a. Half Acre Pool will be closing on December 20, 2023. The closure is based on safety concerns around the pool.
    - i. This is an administration closure. The pool will not be reopening due to the deterioration of the concrete materials.
  - b. The new UW aquatic center was approved in the Nove Board of Trustees meeting.
    - i. The pool is currently under design and will not be ready for groundbreaking until next summer.
    - ii. It will be located east of the indoor practice facility on the south-east corner of 22<sup>nd</sup> and Willet Street.
    - iii. More to come as the project progresses.
  - c. Recreational pool use will move to Corbet pool. Eventually this will be closed as well when the full use of new center is completed.

- d. Stadium updates:
  - i. The lower west end of the stands have been demolished, reconstruction is taking place now through end of August. Construction will temporarily shut down for football season and then resume completion afterwards.
- e. The Law School project is progressing forward.
  - i. The exterior of the building has a June completion date.
- f. The Science Initiative Building should be completed Fall of 2024.
- g. The water project is about to wrap up for the winter months.
  - i. Construction is currently at the corner of 9<sup>th</sup> and Lewis Street and should be finished in the next week or so.
  - ii. Landscaping to come next spring/summer.
- h. Tunnel removal is on the construction agenda and will be taking place soon.
- i. 15<sup>th</sup> street will have continued closures off and on.
  - i. Next week it will be closed at Willett beginning on Monday.
  - ii. This is for the dorm project infrastructure.
  - iii. Administration gave the Board of Trustees an update on what 15<sup>th</sup> Street will look like at end of construction:
    - 1. This includes 2 roundabouts and a new transit station.
    - 2. Looking to finish 15<sup>th</sup> street in 2025.

#### **Division of Budget and Finance – VP of Budget & Finance Alex Kean**

- A. VP Keen would like to say thank you to all staff and faculty:
  - a. The FY23 audit came back with no findings! Last year was 1<sup>st</sup> year we had 0 findings.
- B. Through Q1, spending is on pace as expected, revenue is a bit low but in a manageable position. The low comes from lower-than-expected enrollment.
- C. The FY25 budget module was just opened for colleges and departments to begin budgeting, UW administration is not expecting any major reductions.
- D. UW has submitted our FY25 budget requests to the governor and include salary and compensation increases again.
  - a. In the reports Governor Gordon sent to the legislature, there was a potential salary increase from specifically for UW.
  - b. FY25 budgeting on a state level is in beginning stages, nothing is definite yet.
    - i. Stay tuned for more information to come through the Spring of 2024.
  - c. Inflation is still relevant and is taken into account with budget requests, especially utilities.
  - d. UW has also asked for 1.8 bill to advance a wellness program.
  - e. Although compensation is still top priority, wellness is second on the list. The 3<sup>rd</sup> budget priority is for classroom technology updates.
    - i. UW requested \$6 mil for this, and Governor Gordon forwarded a \$5 mil request to the State Legislature.

#### **Human Resources – AVP Bob Link**

- A. Deloitte Study Update:
  - a. HR overhauled website recently for more transparency.
  - b. The easiest way to access the information is through the HR web page under organizational change and reports.
  - c. HR is also scheduling a meeting with Staff Senate to discuss findings.
- B. Reminder: December is a short payroll period.
  - a. Anything you can do early please do so.
- C. A new calendaring and scheduling system have been set up for anyone who wishes to visit with an HR representative to discuss any HR matters.

- D. Open enrollment was a success and there was a great turnout.
  - a. Open enrollment closes at the end of November and any changes made will be effective 1/1/2024.
- E. An underused benefit at UW is the 457B deferred comp retirement plan.
  - a. Under this option, UW matches a \$20 employee contribution.
  - b. This benefit can be added at any time during the year. It does not fall under open enrollment.
  - c. You can still take advantage of this if you are interested.
- F. Employee Relations – goals are coming up at the end of this month and virtual trainings are available for anyone needing assistance.
- G. UW employees should make any applicable updates to their addresses and end of year information including selecting electronic delivery of W2's as soon as possible.
  - a. More communication will be forthcoming soon.

### **Government Affairs–VP Mike Smith**

- A. Wyoming's Legislative Session begins mid-February 2024

### **Student Affairs–AVP Nycole Courtney**

- A. Nothing to present this month.

### **Diversity, Equity and Inclusion–VP of Diversity, Equity and Inclusion Zebadiah Hall**

- A. DEI is in process of hiring an Associate VP.
  - a. If you know of anyone who may be interested, please direct them to the DEI office.
- B. The DEI Office is moving to the 1<sup>st</sup> floor of Old Main.
  - a. Once the Office has been set up, they will have an open house.
- C. The Title Six coordinator has an English proficiency plan and resources available to assist as needed.
  - a. This is in the form of a translator service that can be done over the phone.
  - b. UW will also be converting many printed materials to include a Spanish version.
  - c. Albany County will also be utilizing this same service to be consistent with what UW is offering.
  - d. Ponce UW and Albany County are set up, DEI plans to move this to a full state offering.
  - e. The name of the program is “Language Line”.
    - i. It is HIPPA certified.
    - ii. Users are able to schedule meetings in advance as needed although some languages are not able to be pre-scheduled, but instant meetings for all languages are available at the time of a call.
    - iii. All of this information will be available on the DEI website soon.
- D. Accessibility has moved under the DIE office purview and out of Campus Operations.
  - a. DEI will have an outside agency complete an audit this Spring to gauge the current outlook.
- E. VP Hall has been scheduling meet and greets with various units on campus recently.
  - a. If you have not met him, please reach out and his office can schedule a meeting with you or your team.

### **Staff Senate Updates**

- A. Guest Speaker: Jess Dooley from Food Security
  - a. About 1 in 3 of UW students is considered food insecure.
  - b. All students and staff may visit the food pantry and various food cabinets across campus whenever they need.
  - c. The Food pantry is located in Knight Hall Room 106.
    - i. Donations to the Pantry are accepted Tuesday & Thursday from 2-5pm and on Fridays from 10-2 pm.

- d. The Pantry also may accept financial contributions through their office or through the UW Foundation.
- B. New Senator Confirmation
  - i. Please welcome Kim Adam's from UW's Medical Education Administration Division to Staff Seante who will be representing District 12.