UPCOMING EVENTS & ANNOUNCEMENTS

Staff Recognition Day

➢ Staff Recognition Day 2024 will be held in April in the Arena Auditorium from 11:00 AM – 1:00 PM
  o Food and drinks will be provided.
  o Staff Senate is requesting confirmation of work release time for employees to attend.
  o There will be recognition awards, games, and raffles during the event.
➢ This year’s theme is “Come on down to Staff Recognition Day.”

Staff Senate Elections

➢ Senator and Senate Officer nominations for full senate and officer positions are open now.
➢ Voting on accepted nominations will occur on May 1.
➢ New Senators and new Officers will begin their duties on July 1.
➢ If you would like to volunteer for a position or nominate a peer, please send an email to your Staff Senator as soon as possible.

UW Risk Assessment Survey – Internal Auditors Danika Salmans & Becky Garcia

➢ The 2024 Annual Risk Assessment is underway.
➢ Please complete this survey by the end of business on Friday 2/16/2024.
➢ The survey may be found by clicking here, or by copying and pasting the following URL into your web browser.
  ➢ https://uwyo.sjc1.qualtrics.com/jfe/form/SV_8DhaDZbsPEXmzFs
  o It is critical that input is gathered from a wide representation of campus population.
  o The survey consists of up to four sections and should take less than 15 minutes to complete.
  o This assessment is sponsored by Internal Audit to obtain an overarching and unbiased perspective on risks impacting UW’s ability to achieve its goals. The information provided will be summarized in a report that will be presented to Administration, the Trustees, and available publicly. This information aims to enhance the strategic decision-making process and will inform UW’s Internal Audit Plan.
  o If you have additional concerns and/or context to add, please feel free to provide that information through our anonymous reporting tool, EthicsPoint.

ADMINISTRATION REPORTS

President’s Office – President Siedel

A. Legislative priorities
   a. Faculty, Staff & grad student raises are the #1 priority.
      i. UW requested $6 mil for the upcoming biennium for raises: equivalent to a 2% per year increase campus wide.
      ii. However, Governor Gordon felt this was important enough to be included on his budget requests instead. The Wyoming Legislature may be favorable to a bit higher of a raise than we asked for, but discussions are just beginning and ongoing.
   b. Mental Health Initiatives are the #2 priority.
   c. UW has requested $1.8 mil for the upcoming biennium.
i. This includes funding for the services and advertising of these services as provided on campus.

d. Academic programs & AI initiative funding in the amount of $1.5 mil per year were requested as well.

B. Presidential Leadership Institute for UW Staff is about to be launched.
   a. The program will take twenty people initially and grow year to year.
   b. The platform of the program is to learn new skills, increase communication abilities, gain leadership skills, DEI, etc.
      i. These skills are meant to assist with career growth, provide career enhancements and be applicable to career ladders.
   c. Meetings will be held between May 2024 through September 2024.
      i. The final meeting will be held at President Siedel’s home.

C. Eligible UW staff members may apply for the inaugural cohort of the Presidential Leadership Institute (PLI) through this link.

D. The President’s Office is initiating a new award for Staff Members.
   a. Be ready to nominate a staff member for advancing excellence in support of UW’s Strategic Plan:
      i. Enhancing Student Success, pursuing institutional excellence, providing a supportive community, engaging with, and serving the state of Wyoming and cultivating financial stability & diversification.
      ii. There will be a $1,000 cash award associated with this award.

E. The President will be hosting a Town Hall on Feb 29 from 1-2pm in the Union Family Ballroom. Here is the wyocast link:
   a. https://wyocast.uwyo.edu/WyoCast/Play/f0df7a87d2c44e928aece4eb39b04f41d

F. President Siedel would like to create a new event for staff centered around student success and those staff members who have made this possible.
   a. Please watch for more information to come.

G. Another area of focus this year will be on AI.
   a. He is gathering information to help UW personnel make their jobs more productive and efficient.
      i. This is in preliminary stages: If you have suggestions, please let your senator know so they can relay the suggestion.

H. The President’s Office continues work on the Freedom of Expression initiative on Campus.
   a. There is still a perception that individual speech is restricted on campus. His office will continue working on this to make sure it becomes better.

I. QUESTION present by Staff Senate about the Coffee and Conversations meetings at Rendezvous’ café with the President:
   a. Is there staff release time for employees to attend? It has been voiced that some employees are restricted from attending for one reason or another.
      i. PRESIDENT Siedel’s response: This is going to be addressed with Administration and a solution will be forthcoming.

Ombudsperson – Nellie Haddad

A. Improving Staff & Supervisor Relationships
   a. Her office will be offering a workshop titled “Rules of Engagement” on this topic for those interested.
      i. The workshop will define how to make a department run smoother.
      ii. It would be a full department training.
      iii. Contact Nellie Haddad if your department would like to attend one of these training sessions.
b. Nellie will also be developing a more effective supervisor training program.
c. Other workshops provided through her office are:
   i. These workshops are available for anyone to attend – contact her office for details and times.
      1. Conflict Resolution.
      2. How to Get Along with Anyone.

Academic Affairs – AVP/Dean of Student Success & Graduation Nycole Courtney
A. We have begun phase III of the next Generation University Studies Program.
   a. Phase III is charged with developing definitions of the components, student learning outcomes, and policy recommendations. It is co-chaired by chief of staff to the Provost, Mandi Gifford.
      a. They will be holding Campus feedback sessions this spring.
B. Matt Griswold, VP for Online and Continuing Education, has been 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.
   c. There is now a listing of fully online programs that are available in many areas including some that may result in a fully online degree.
C. February is Black History month – please feel free to attend any of the events as they are announced.

Student Affairs – AVP/Dean of Student Success & Graduation Nycole Courtney
A. Save date for Saddle up – move in starts Aug 16th.
   a. Students and families have requested to see more staff and administrators at the Saddle Up events.
   b. For more information on representing or participating, please reach out to Student Affairs or see their website for more details.
   c. Student Affairs is currently taking nominations for a student speaker at Graduation on May 11th.
   d. UW Staff are welcome to attend any graduation ceremony(s) and can sit with UW Faculty if they attend.
      i. There is a suggestion on the floor to add Staff to the title of the section.
      ii. If you are interested in attending, please contact Student Affairs to let them know you would like to join.
      iii. There are over two hundred seats in this reserved in this section, so space is not an issue, there is plenty of room.
      iv. If you participate, you will need to wear UW graduation regalia.
         1. If you are unable to purchase your own regalia through the bookstore, Student Affairs may be able to assist with providing regalia from their closet.
         a. This would need to be discussed with Student Affairs prior to the event.

Office of Research & Economic Development – Assistant to the VP of Research & Economic Development, Chelley Schneider
A. In January 2024, the Research and Economic Development Division recognized the achievements of UW’s outstanding faculty and departments with its inaugural Celebration of Research and Innovation Excellence.
   a. Four awards Presented:
      i. UW Distinguished Researcher Award -- for a researcher with the highest annual research expenditures averaged over the last three years – presented to Dr. Mohammad Piri
      ii. UW Distinguished Innovator Award -- for a researcher with the most prolific innovation portfolio – presented to UW Graduate Nate Storey
iii. UW Exemplary Research Culture Award -- for a department with highest per-faculty research expenditures and innovation portfolio – presented to the Department of Molecular Biology.

b. UW Distinguished Research Service Award -- for a faculty or staff member who has made major contributions to UW’s research services and infrastructure – presented to Professor Greg Brown of the Department of Botany.

c. Nominations will be open again this Fall for 2025 awards.

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

A. UW has entered the final disposition of the UW Aquatic Center.
   a. This in the official name of the Center.
   b. The Board of Trustees have approved the final design and budget.
   c. Groundbreaking will occur mid-summer this year.
   d. UW Staff can utilize the new Aquatic Center once it has opened.
      i. Open times should be daily in the afternoons.

B. 15th Street intersection with the new Housing/Union Locations:
   a. There will be discussions on this during the March Board of Trustees meeting.
   b. As current plan – 2 roundabouts (Ivinson and 15th and Willett and 15th)
   c. During construction beginning this March, traffic will be even more limited than it is now.
   d. Lab School access: this will continue to be a challenge.
      i. The plan is to have 15th Street re-opened early in the school year (September/October).
      ii. UW will be having conversations with the school district & lab school leadership this summer to develop a solution for access.
   e. Emergency routes when 15th closed will be the same as last year.
      i. The City of Laramie will re-route emergency services down 22nd and/or 9th Street as appropriate.

C. Parking at the new Aquatic Center and during its construction:
   a. New parking will be opened for football parking during this time.
   b. Equipment storage on the east summit parking lot will be moved to open more parking spaces.
   c. Two new lots are being looked at as well.

D. Northeast corner of 22nd and Willett
   a. Nothing is planned for this location.
   b. It serves as a storm water retention site during storms and run offs; there are prior regulations through the State Parks Office that control the activities allowed at this area.

**Division of Budget and Finance – AVP Aaron Courtney**

A. Budget for FY25 timeline:
   a. Budget and Finance are currently building the FY25 budgets.
   b. The deadline is March 1.

B. The President’s full budget must be turned into the Board of Trustees by April 15.

C. The Board of Trustees will approve the FY25 budget during the June 12th conference call and it will be implemented July 1.
   a. There will be budget assumptions, including:
      i. A 4% tuition increase and a slight decrease in FY25 fringe rates.
         1. Non benefited 3.3%, Faculty 38.7% and Staff 43.7%
Human Resources – AVP Bob Link
A. Deloitte Study Update:
   a. HR is in the process of scheduling an overview of the Study as an upcoming deep dive.
B. UW has officially renewed the agreement with Mine & Associates for the Employee Assistance Program: this includes mental health, will preparations, etc.
   a. Communication will be coming on how to engage in upcoming orientations for those who want to attend.
      i. Anyone can attend the orientation sessions.
         1. These are available online to make engagement easier.
   b. You may also find more information on the HR website.
C. UW employees should have received their W2’s at this time as they have all been distributed.
D. A new professional development series is being released next week: see the HR website for more details.

Government Affairs – VP of Government Affairs, Mike Smith
A. The State of Wyoming Legislative-Budget session starts next week and lasts through March 8th.
B. If you have any questions on unireg 12-4, please contact the Government Affairs Office.
   a. You are encouraged to engage with State Legislature as you see fit, just do not present yourself as a UW employee (do not use UW email or title, etc.).
   b. Any conversations and discussions as a constituent, not a representative of UW.
C. If you happen to be contacted or have a conversation with a Legislative Representative, please let VP Mike Smith know that you were asked about something so that he is aware of items the state is looking at.

Diversity, Equity, and Inclusion–VP of Diversity, Equity, and Inclusion Zebadiah Hall
A. Nothing to present this month.

Staff Senate Updates
A. Staff Senate is currently working on Staff Senate Process and Procedures.