

## University of Wyoming Staff Senate Report | December 3, 2025

*This is a summary our recent meeting. It is not the detailed minutes, which can be found here:*

<https://www.uwyo.edu/staffsenate/documents.html>

### United Way Presentation

United Way of Albany County highlighted the significant support local nonprofits provide UW students, including services, volunteer opportunities, jobs, and internships. United Way's annual campaign directs all donations to local agencies. This year includes a **match for payroll deductions of \$10/month or more**. Additional materials will be shared electronically along with this report.

### Shared Governance Updates

- Staff Senate emphasized the importance of including staff in future presidential searches and discussions regarding potential changes to the tuition benefit.
- A new university-wide **AI Commission** has launched. Staff Senate President Dailey will serve on the subcommittee that will be focusing on implementation of AI across campus where she sees staff involvement.
- Shared Governance representatives expressed strong support for Staff Senate after concerns were raised about the lack of staff representation on the Presidential Search Committee.

### Campus Updates

- **Union Parking Lot / Green Space:** Operations confirmed that the former Union lot **will not** return as parking. Landscaping plans are moving forward as part of the new residence halls project (Phase 3). [Designs](#) include improved pedestrian and bicycle flow.
- **15th Street Construction:** The project was fully funded by UW, not the City of Laramie.
- **Public Art:** The artwork being installed in the 15th & Iverson roundabout was donated and therefore did not require Public Art Committee approval.

- **Lewis Street:** Long-term plans remove Lewis Street between 9th and 15th from vehicle use; an amphitheater may eventually be constructed near Lewis between 13th and 14th.
- **Natatorium Construction Protests:** UW clarified that contractors are meeting regional wage standards, and protest materials circulating on campus misrepresent UW and use the bucking horse logo without authorization.

## Human Resources

- **Hiring / I-9s:** Units were thanked for helping new employees complete I-9s promptly. Increased hires are expected in January, so timely processing remains important.
- **Benefits:** Open enrollment has ended; updated medical rates will appear in **December 23** paychecks (reflecting January premiums).
- **Timesheets for Year-End Payroll:**
  - Timesheets covering **Dec. 7–20** must be submitted by **10:30 a.m. on Dec. 23** (non-benefited employees).
  - Supervisor approvals are due **by 5:00 p.m. the same day**.
  - Additional reminders will be distributed.

## Events & Opportunities

- **Holiday Open House:** December 8, 4:30–6:30 p.m. at the Gateway.
- **Employee of the Quarter:** [Nominations for the 4th Quarter](#) are due **December 16**.
- **Holiday Market:** Staff receive **one and a half hours of release time** to enjoy the December 12 Holiday Market, which includes activities, food trucks, and a vendor raffle.
- **Commencement:** December 13; over 800 students will graduate.
- **Coffee with Staff Senate:** Planned to resume in January or February.