



Staff Senate Monthly Report  
Wednesday, January 8, 2025

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## EVENTS & ANNOUNCEMENTS

- Staff Senate held elections for a new Staff Senate President. Jesse Grosinger is now the Staff Senate President Elect and will take the place of President July 1, 2025.
  - President Seidel will hold Coffee & Conversation meetings on January 30<sup>th</sup> and April 8<sup>th</sup>. The meetings will be held from 10:30am – 12:00pm at Rendezvous.
  - Staff Recognition Day will be held April 7, 2025, at the Arena-Auditorium.
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## STAFF SENATE PRESIDENT ELECTIONS

- A. Staff Senate held elections for a new Staff Senate President. Jesse Grosinger is now the Staff Senate President Elect and will take the place of President July 1, 2025. President Elect Grosinger bio follows:

*A lifelong Laramie resident, I began my connection with the University of Wyoming in high school, working concessions at UW athletics. After graduating high school in 2007 I joined the United States Air Force (USAF). After serving two years in the USAF, including a deployment to Kuwait, I returned to UW to earn a Mechanical Engineering degree while working as a student employee in Classroom Technology Support.*

*Following graduation, I gained invaluable experience working for two startup companies, one managing CNC machine shop operations and the other producing scientific instruments (SciAps). When the pandemic closed SciAps' Laramie's production facility, I transitioned to UW as an Office Associate in late 2019. Since then, I have advanced to Senior Office Associate and currently serve as a Business Manager, a role I assumed in 2022.*

*My manager at UW consistently encouraged me to expand my knowledge and develop a deeper understanding of university operations and its staff. She emphasized the importance of empathy and collaboration, fostering an inclusive environment where every staff member is valued and integral to the department's success. These experiences have shaped my positive outlook on teamwork at UW and inspired me to contribute further by joining Staff Senate. Upon joining, I quickly addressed the immediate need for a Secretary, ensuring smooth operations, and subsequently drafted and completed a resolution to address staff concerns regarding the recent inquiry about concealed carry.*

*I am passionate about strengthening the voice of staff across campus, promoting teamwork, and fostering a positive and inclusive environment at the University of Wyoming. It will be an honor to continue serving our community as President of the Staff Senate.*

## **GUEST SPEAKER**

- A. Guest Speaker: Jennifer Chavez – Deputy Chief Information Officer and staff
  - a. Cyber security issues call for responsible, diligent awareness. Phishing messages are being enhanced by artificial intelligence. Text to speech synthesis allows infiltrators to use personally known voices and information for fraudulent purposes. This can also affect work situations.
  - b. Sim swap is when cellular phone/digital information is hacked and used to access personal accounts (such as a bank account). Sim blocks are available through individual carrier services.
    - i. Unnatural delays in responses during a call may be an indicator of a fraudulent call.
  - c. We all play a part in security.

## **ADMINISTRATION REPORTS**

- A. UW Foundation – John Stark, President/CEO
  - a. UW Foundation is a separate 501(c)(3) to support the University. It coordinates most of the fundraising, manages the university's 1,800 endowments, collaborates closely with the Alumni Association, and is primarily self-funded. The Foundation has been part of UW since 1962 and rivals larger universities' foundations.
  - b. UW Foundation is interested in a comprehensive capital campaign. A campaign would need to be authentic, aspirational, and aligned with appropriate interests and would be a longer duration than Giving Day. The last campaign was done 20 years ago in 2005 which raised \$204,000,000. A campaign would impact state and national fund-raising totals. UW Foundation has hired a consultant to develop a comprehensive campaign. A campaign proposal will be made to the Board of Trustees in July. Everyone on campus would be instrumental in a successful campaign.
- B. President's Office – Megan Levin, Administrative Operations Manager
  - a. The President will hold Coffee & Conversation meetings on January 30<sup>th</sup> and April 8<sup>th</sup>. The meetings will be held from 10:30am – 12:00pm at Rendezvous. This is a great opportunity for a short visit.
  - b. Spring Convocation is slated for April 22, 2025. The President's Office is looking for engagement ideas.
  - c. Governor Gordon's State of the State Address will be held on January 15, 2025. Staff are encouraged to tune in. More information can be found at <https://www.wyoleg.gov/>
  - d. The Board of Trustees will be meeting in January.
- C. General Counsel - VP Tara Evans
  - a. General Counsel provides legal advice for all of UW; manages contract and agreements, copy right and trademark policies, employee law, conflict of interest, immigration, litigation, administrative support, workers comp, policy procedures, regulatory compliance, unfunded mandates (OSHA), public records, FIRPA, Risk Management, etc.
- D. Division of Operations - VP Bill Mai

- a. The north round-a-bout on 15<sup>th</sup> Street cannot be opened due to the construction of the new dormitories; the desire is to have it open prior to Fall Semester; the south round-a-bout is open.
- E. Human Resources – VP Bob Link
- a. W2s are being processed.
  - b. This is a busy hiring time. UW Recruiting is ready to help in the hiring process.
    - i. I-9s are required to be filled out on or before the first day of employment and can be done electronically. Acceptable documentation for employment must be provided within one to two days of hiring.
  - c. The FSLA appeal is still in place. UW is investigating best practices for compliance in the meantime.
  - d. HR continues to work on the phased plan for compensation and shared services, as well as a market analysis and better-defined position descriptions.
  - e. Release time is not part of the tuition benefit. Employees may take a class up to six credit hours by flexing their time in accordance to supervisor approvals. In the event the supervisor is not agreeable, an employee can request approval of the vice president of the unit. The benefit is the class not the release time.
    - i. The class does not have to relate to the employee's current position.
    - ii. The waiver is limited by course and not credit hours which is affecting some professionals at UW.
    - iii. The Employee Handbook states the tuition waiver policy. When the new handbook is released for review, Staff Senate can provide feedback.
    - iv. In 2018 Uni Regulation 4-175 which pertained to staff's ability to take a class up to six credits and get release time for that class was changed to Uni Reg 7-11 which removed the wording about release time. As a result, staff have to coordinate with their supervisor about when they are taking a class. Staff Senate wanted to restore the release time aspect of the regulation but were unable to so. As a result, we worked with HR on the wording of the tuition waiver form to hopefully make it more encouraging for supervisors to say yes to their employees taking a class. Ideally a staff member will work with their supervisor and use flex time to take a class.
  - f. HR was made aware of third-party hiring companies reaching out to hiring managers/assistants to set up individual meetings.
- F. Office of the Ombuds – Don Appiarius, Ombudsperson
- a. The Ombudsperson's key roles are to bring parties together to address conflict and advocate for/assist individuals with policies and processes.
  - b. The Ombuds Office is in Knight Hall, Room 241.

## **STAFF SENATE UPDATES**

- A. Staff Senate Rules and Procedures
- a. Second reading of revised Rules & Procedures – no proposed amendments. All were in favor of accepting the revised Rules & Procedures.
  - b. A big thank you to the Governance Committee for managing the arduous revision of the Rules & Procedures.

## **STAFF SENATE REPORTS**

- A. Staff Senate President – Adam Comeau
  - a. The Board of Trustees meeting will be held January 22-24
  - b. President Comeau is working on the Access and Engagement Group and the Conflict Management Group.
    - i. He will delegate seats to other groups as needed.
  - c. A second interview with the office associate candidate was held earlier this week. More information to come later.
- B. Secretary – McGinley
  - a. Senator McGinley will be working on plain language for Staff Senate documents.
- C. Athletics Planning Committee - Senator Teng
  - a. Committee met on December 5, 2024.
  - b. The committee encourages all to attend the multiple winter sports events including swimming, diving, indoor track and field, wrestling, tennis, and men's and women's basketball. Upcoming events can be found at <https://gowyo.com/>.
- D. Enterprise Risk Management Advisory Committee - Senator Teng
  - a. The meetings are being restructured
- E. Recognition Committee – Senator Vogt
  - a. Holiday Market was successful; thanks to all who helped with the event.
  - b. Staff Recognition Day will be held April 7, 2025, at the Arena-Auditorium.
  - c. Allison Murray has been awarded the Employee of the Third Quarter. A reception in her honor will be held January 29<sup>th</sup> from 10:00 – 11:30am in the Union Family Room.
  - d. Employee of the 4<sup>th</sup> Quarter announcement will be made soon.
- F. Staff Relations Committee – Senator Monahan
  - a. Next meeting will be held Jan 14, 2025.
- G. Governance Committee – Senator Hand
  - i. Committees need to elect a new chair so they can shadow the current chair. Secretary McGinley will need the names of the new chairs.
  - ii. Committees' budgets are due by January 31<sup>st</sup> to the treasurer.
  - iii. Elections for new officers will be held in March 2025.
  - iv. We have six senate seats vacant.

Respectfully submitted by Ann Roberson, Member-at-Large