

STAFF SENATE RESOLUTION #195

Title: A Resolution Concerning UW Supervisory Evaluation Training
Date: October 13, 2010
Author: Christi Byers, Compensation Chair & Jamie LeJambre, Parliamentarian
Sponsors: Senator Botello, Senator Martin and Senator McCoy

1 WHEREAS, Section IV of the University of Wyoming University Regulations and
2 Presidential Directives include General Employment information and expectations of all
3 Staff including the Staff Handbook, and;

4 WHEREAS, Staff Senate in its advisory capacity has repeatedly identified the lack of
5 supervisory experience and related training as a broad issue resulting in inconsistent
6 implementation of University policies and additional unnecessary employment issues,
7 and;

8 WHEREAS, the University is currently in the process of implementing the newest
9 version of the Staff Evaluation and Planning Tool and its related software, and;

10 WHEREAS, salary increase decisions and future employment opportunities across
11 campus are primarily based on matters of merit as measured and recorded by the Staff
12 Evaluation and Planning Tool, and;

13 WHEREAS, Presidential Directive 4-2002-2 specifically discusses training as critical to a
14 quality Staff Performance Evaluation and Planning Tool and also as a time sensitive
15 process required to occur for all staff in a consistent manner, and;

16 WHEREAS, the Human Resources Training Department now has the ability to track
17 training as well as design and put into practice alternative training delivery methods
18 outside of traditional face-to-face trainings including on-line packages which may prove

19 more convenient for some supervisors, and;

20 WHEREAS, supervisory roles inherently require a higher standard of knowledge and
21 ability as well as a need for both leadership by example and accurate and compatible
22 support of University policies;

23 THEREFORE, be it resolved that Presidential Directive 4-2002-2 and/or the Staff
24 Handbook be updated, along with new Staff Performance Evaluation and Planning Tool
25 details such as the scoring scale beginning in 2011, with the following policy elements
26 applied to all supervisors who are responsible for one or more evaluations of University
27 staff members: (1) ongoing identification and tracking of supervisors who evaluate
28 employees, (2) make training a job requirement rather than an informal directive of new,
29 temporary and promoted supervisors, (3) support the call for training with a procedural
30 action of keeping an official record of all supervisors who have or have not successfully
31 completed training, (4) institute a requirement to have unforeseen deadline issues
32 approved by Human Resources and (5) institute a consequence related to lack of training
33 and deadline adherence; to be administered by the most effective means available to the
34 appropriate areas of the Human Resources Department beginning no later than the 2011-
35 2012 evaluation year.

Referred to: Committee of the Whole

Date of Passage: October 13, 2010

**“Being enacted on _____, I do hereby sign my name hereto and approve this
Senate action.” _____**

Staff Senate President, Stacy Lane