



Contact Us

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3/1 Meeting Agenda

- I. Roll call
- II. Approve February minutes
- III. Approve March agenda
- IV. Administration reports
 - A. Div. of Admin.
 - B. Human Resources
- V. Officer Reports
- VI. Old Business
- VII. New Business
- VIII. Liaison Reports
- IX. Committee Reports
- X. Open forum

Dates to Remember

March 1, 2017

Staff Senate Meeting
1:15 pm, Senate Chambers

March 6, 2017

Family Night at the Art Museum
5:00-7:00 pm

March 13-17, 2017

Spring Break

March 27, 2017

Advising Week begins



STAFF SENATE NEWS

February 2017

Campus News

The Board of Trustees are set to meet March 22-24 in Laramie. Meeting materials and the agenda can be found at the Board of Trustees [website](#). Governor Mead has submitted four nominees to the Board to replace outgoing trustees. Current trustees John MacPherson (R) and Jeff Marsh (R) are nominated for reappointment, while Kermit Brown (R) of Laramie and David Fall (I) of Gillette are each nominated to serve a first term.

Academic Affairs reports that there are currently 48 applicants to the Voluntary Separation Incentive Program, amounting to a potential total savings of seven million dollars in salary and employer paid benefits. Academic Affairs will begin reviewing the applicants in March. More information on the program is available at the VSIP [website](#).

Academic Affairs has also posted information on the Student Enrollment Management five year plan. More information can be viewed at this [website](#). In addition, plans are underway to create a new Associate Vice President for Enrollment Management position.

Ask A Question: Got a question of about the University of Wyoming or your employment here? Ask away at staffsen@uwyo.edu, or use our [anonymous survey](#).

QUESTION: "With the issue of concealed carry working its way through the legislature I'm curious if a workplace accidental discharge injury would be covered by Workman's Comp. I understand that this type of injury would be covered for a police officer, for example, since handling and working around firearms is a normal part of their job. But would it be covered for your typical office worker or maintenance crew since there's no expectation of firearms in the workplace in those jobs?"

ANSWER from Jeanne Durr, Associate Vice President for Human Resources:

Workers compensation benefits help to provide coverage to employees for injuries arising out of and in the course of their employment. A University employee, even one whose job does not require handling and working around firearms, who is injured as a result of a gun-related incident at work may be eligible for worker's compensation benefits; however, each situation would be analyzed by the Wyoming State Worker's Compensation division to determine what benefits, if any, would apply and the law in this area is not well settled. For example, who was carrying the gun, who was injured, what caused the discharge and a multitude of other factors could have bearing on how the State views a claim. Each individual circumstance would be evaluated by the State to make the determination.



UNIVERSITY OF WYOMING

Staff Senate Activities

Box Tops for Education

Staff Senate collects Box Tops for Education at various locations around campus and distributes them to all the local schools that have Box Tops programs. To locate a collection box near you, contact your senator, or email us at staffsen@uwyo.edu.

Staff Senate Legislative Report

Staff Senate Resolution 228 is up for second reading in the March meeting. It requests that the employee tuition and fee waiver policy be amended to include program fees, just as it currently includes mandatory fees. It also requests that any fees that are required of the employee taking the course be payable by payroll deduction.

Staff Senate Resolution 229 is also up for second reading in the March meeting. This resolution requests that the University implement a longevity pay policy for staff employees that would mirror the longevity pay benefit that state employees receive.

Check out the [Staff Senate website](#) for more information on legislation and Senate activities.

If you have questions or comments for Staff Senate, send an email to staffsen@uwyo.edu, call 766-5300, or fill out our anonymous comment form by [clicking here](#).

Employee of the Quarter

Nominations are open for the staff Employee of the 1st Quarter Award! **Nominate** a deserving staff member today!

Points to Ponder:

The Wyoming Legislature is currently in session. There have been a number of legislative actions progressing through the House and Senate that could have an impact on UW staff:

Early Retirement

Senate File 95 Early retirement would create a retirement option for state employees who participate in the Wyoming Retirement System. It passed in the Senate but failed in the House.

Campus Carry

House Bill 136 proposed to remove all areas of campus and all campus

Please join us for

Coffee with the President

April 3rd at 10 a.m.
Union Family Room



events from previous “gun-free zone” restrictions, making it legal for anyone with a concealed carry permit to carry concealed firearms on campus. Amendments were proposed to eliminate athletic and cultural events, and to include a clause that would provide for increased security and liability costs associated with concealed carry on campus, but these amendments failed. HB 136 passed in the House on January 24th but later failed in the Senate.

Employment Nondiscrimination

Senate File 153 Employment nondiscrimination would prohibit discriminatory employment practices based on sexual orientation or gender identity. SF 153 passed in the Senate Committee but failed on the Senate floor on February 2nd.

School Employee Compensation Reduction

House Bill 233 would require that the salaries and benefits of all UW, community college, and school district employees be subject to reductions by the legislature of up to 20%. HB 233 died in committee.



POLICY CORNER

Staff Senate receives numerous questions about labor law and UW policy. In this **Policy Corner**, we share resources and information with you that may be of help. For further questions or concerns, employees can contact Human Resources or browse the information available from the [U.S. Department of Labor](#) or [Wyoming Workforce Services](#).

Can UW staff members be compensated for work they complete at home?

A number of UW staff have shared with us that they are required by their supervisors to work from home when they are out due to school or road closures, or are staying home with a sick child. However, these same employees are then told that they cannot claim those work hours unless they have a Telework Agreement in place. Staff Senate would like to share the following information as a clarification on UW’s policy.

UW does have a Telework Policy, which is outlined in the [Telework Manual](#). However, this policy is only meant to cover UW employees who are working from home as a permanent arrangement. Covering childcare obligations while working from home is explicitly prohibited in the policy. The decision to make telework arrangements is a conversation that must take place between the supervisor and

employee, and is not an arrangement that can be made available to all employees.

The Fair Labor Standards Act requires that all hours worked by a nonexempt employee be recorded on their timesheet. This also includes any time that the employee works when they were not at their usual work location. If a supervisor is requiring or expecting the employee to work – including reading and responding to email – then the time should be recorded as work time. If a supervisor or employee has any questions about timekeeping and telework, Human Resources would be happy to answer questions at any time.

You can access information on this and other Policy Corner issues on the Staff Senate [Policy Corner webpage](#).