

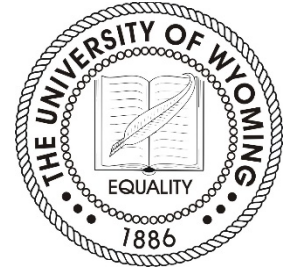
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## UNIVERSITY OF WYOMING REGULATIONS

**Subject:** Staff Senate

**Number:** UW Regulation 1-3

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### **I. PURPOSE**

To describe the roles and responsibilities of the University of Wyoming Staff Senate.

### **II. POLICY**

The Staff Senate shall be the representative body of the University's staff employees and shall serve the following functions:

- A.** To achieve a spirit of unity, pride, and cooperation by being recognized equally with faculty and student bodies in advising University administration.
- B.** To provide a means of communication between staff and administration relative to issues of mutual concern.
- C.** To provide open meetings to express, propose, represent, investigate, debate, and recommend action to University administration.
- D.** To advise the administration of working and employment conditions and practices, including compensation, benefits, and grievances.
- E.** To involve staff senators in University administration and to increase awareness of staff problems and opportunities.

### **III. ADVISORY STATUS OF THE SENATE**

The Senate shall be advisory to the President of the University.

### **IV. BYLAWS**

The Staff Senate shall establish bylaws, policies, and procedures, as it deems appropriate, for the functioning of the Senate and the regulation of its program, services, and operations.

### **V. SENATE SUPPORT**

- A.** The Senate shall have a budget as determined annually by University procedures including administrative assistant services, a salary for the Senate President, office

space, and appropriate support services.

- B.** The Senate President shall be given a fifty percent (50%) release from his/her normal job responsibilities while holding that office. The Senate President shall be paid one hundred percent (100%) of his/her normal salary from his/her home unit. In addition, release time funds of up to fifty percent (50%) of the Senate President's salary shall be provided to the home unit by the Vice President for Finance and Administration for use as deemed necessary.
- C.** Senate members shall be released from normal work duties for a minimum of eight (8) hours each month for the purpose of participating in Senate activities. Senate officers shall be granted such additional release time as is necessary to attend to specified Senate affairs. In no way shall this release time be charged against an individual member.
- D.** Additional support may be provided by the Vice President for Finance and Administration upon justified requests from the Senate President.

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**Responsible Division/Unit:** Staff Senate

**Source:** None

**Links:** <http://www.uwyo.edu/regs-policies>

**Associated Regulations, Policies, and Forms:** None

**History:**

University Regulation, Revision 6; adopted 7/17/2008 Board of Trustees meeting  
Revisions adopted 5/6/2011 Board of Trustees meeting  
Revisions adopted 9/12/2014 Board of Trustees meeting  
Reformatted 7/1/2018: formerly UW Regulation 1-34, now UW Regulation 1-3  
Revisions adopted 11/15/2018 Board of Trustees meeting (effective 7/1/2019)