

- I) Call to Order: 1:19pm.
- II) Roll Call: 1:24pm.
- III) Approval of June Meeting Minutes – Correction to Item V.a.i. to change the date to 2025. Unanimously approved.
- IV) Approval of August Agenda – Unanimously approved.
- V) Confirmations
 - a. Confirmations
 - i. Deb Sala-Boggs – Outreach & Engagement Administrative Officer. Unanimously approved/confirmed.
- VI) Administration Reports
 - a. President’s Office, Kelsey Kyne, Chief of Staff to the President. Present on Zoom.
 - i. President wants to move forward with strategic plan.
 - ii. August 31st is Presidents welcome back celebration from 5pm - 7pm in Prexy’s Pasture.
 - iii. The President’s State of the Union Address is September 6th, 2023, 3pm - 4:30pm in the Union Ballroom.
 - iv. This year the President wants to create the Presidential Excellence Award for a staff member. The award will also come with a monetary award.
 - v. When the President makes working groups, all senates may have opportunities to be on those working groups. Will be creating a website to keep track of what was discussed at these working groups.
 - b. Ombudsperson, Nellie Haddad, Ombudsperson – over the summer had zoom meetings with staff.
 - i. Encouraged that staff want to meet.
 - ii. The physical office space is almost done, in the next few weeks. Located in 241 Knight Hall.
 - iii. Proposing a conflict management system for staff who are constantly shuffled from office to office.
 - iv. The conflict management group would be made up of the specific divisions who experienced the conflict. Will meet monthly to strategize.
 - c. Academic Affairs – Jim Ahrean
 - i. Staff should have been notified about their pay raises by now, if not speak to their supervisor.
 - ii. CPM process
 - iii. Strategic Enrollment Plan. Worked with a consultant group.
 - iv. Office of Graduate Education. Graduate School enrollment is stable.
 - 1. Graduate Council is a committee in Faculty Senate, hopes to help streamline the process of Graduate Students communicating with their professors.
 - 2. Working on streamlining graduate forms to an electronic format.
 - d. Office of Research and Economic Development – Ashlee Kupaik – Carrie Hesco
 - i. Conflict of Interest policy updates
 - 1. Emails went out perceived as spam, which were regarding their annual disclosure agreement.
 - 2. The annual disclosure document closes on September 30th.
 - a. Employees who do not meet the deadline will receive a reminder email and given an additional 7 days to do it. If it is not completed, then Carrie Hesco will contact their supervisors.
 - 3. Training is required for all employees to complete.
 - 4. If a conflict of interest is found, then Carrie Hesco is notified, and she will work with you to resolve this.

5. Regarding conflicts of commitment, such as having additional jobs, you should reach out to Carrie Hesco.
- e. Division of Budget and Finance – Alex Kean
 - i. FY24 Salary Distributions
 1. BOT wanted 8million of the 12million (2/3) to go to the staff side.
 2. Average staff salary raise was 7.5% increases.
 3. Largest raises went to employees on the lower end of the pay scale for those under \$50K and the average was an 8% raise.
 4. 2,800 employees received raises.
 5. 3.8% and 4.6% raises were given to academically appointed faculty.
 6. 2 years in a row and 20 million dollars allocated towards employee raises.
 - ii. The number one priority from BOT and administration is seeking a 2% per year increase for cost of living.
 - f. Human Resources – Bob Link
 - i. Deloitte Study Update
 1. Shifting to the organizational side of things.
 2. Will seek input from various campus stakeholders.
 3. Deloitte anticipates at least 12 months to implement, hopefully before next fiscal year (FY25).
 - ii. A new pay matrix is being used for how positions are marketed and compared to other positions to remain competitive.
 - g. Division of Operations – Not present, no report.
 - i. Construction Updates
 - h. Government Affairs – Not present, no report.
 - i. Legislative Updates
 - i. Student Affairs – Not present, no report.
 - j. Diversity, Equity, and Inclusion – Not present, no report.
- VII) Guest Speaker: Administrative Officer Deb Sala-Boggs
- a. Giving Day Campaign
 - i. Deb wants to take on a campaign about the difference a dollar makes.
 - ii. Wants to increase scholarship amounts and opportunities.
 - iii. Suweskscha, Foundation representative.
 1. Giving Day will be October 25 – 26, 2023 from noon to noon.
 2. September 15th is the due date to submit a campaign submission.
 - iv. Homecoming will be September 30th, 2023.
- VIII) Old Business – No old business today.
- a. Legislation
- IX) New Business
- a. Introducing Officers
 - b. Introducing Committee Chairs
 - c. Staff Senate Structure Updates
- X) Executive Reports
- a. President
 - i. Health and Wellness advisory group
 1. CIGNA was a big donator in the past, would like to assist with mental health and wellbeing of university staff.
 2. They would like to do more monthly and quarterly events.
 3. Wants to put together an advisory group to meet monthly to collaborate on ways to improve employee mental wellbeing.
 - ii. Potentially relocating senate meetings to a different, more technologically usable, space for Staff Senate to have the monthly meetings.
 1. Senator Hand recommended Coe 506 as a possible new spot due to the adequate space and technology.
 2. The Executive Committee will discuss the new location at the next meeting.
 - iii. Homecoming Updates: will have access to 300 heavily discounted tickets to homecoming to be offered to all staff. Homecoming is September 30th, 2023.

1. Float this year is TBD. We may just walk with a banner and throw candy.
 2. Will make a Qualtrics to see how many senators are interested, will need at least 20 senators to be interested in the float. If there is not enough interest is shown, then we will just walk with a banner.
 3. This year's homecoming theme is "Cheers to 100 Years!".
- b. Vice President. VP Gomez - No updates.
 - c. Treasurer – Frankie Vogt
 - i. Meeting with VP Kean tomorrow.
- XI) Liaison Reports
- a. ASUW (Associated Students of the University of Wyoming) – Not present, no report.
 - b. Faculty Senate – Not present, no report.
 - c. Advisory Council on Diversity, Equity, and Inclusion (vacant) – Not present, no report.
 - d. Athletics Planning Committee (Senator Teng) – Not present, no report.
 - e. Classification/Compensation (President Nichols)
 - f. Enterprise Risk Management Advisory Committee (vacant)
 - g. Food Security Taskforce (Senator Monahan) – Not met, will meet at start of semester.
 - h. No More Committee (vacant)
 - i. Green Dot Committee (Secretary Comeau) –
 - i. Green Dot getting ready for Saddle Up. Students and Staff who are interested in Green Dot should reach out to Libby Thorson.
 - j. Public Art Committee (vacant)
 - k. HCM Improvement Review Committee (Secretary Monahan)
 - l. Freedom of Expression Working Group (Senator Hand)
 - m. External Relation Connections & Communications Working Group (Senator Tai Baker) – goal of the group is too strategic around the state where the President is visiting. How best maximize the Presidents impact while traveling is their main goal right now.
 - n. Parking Committee (Senator Van Cleave) – will meet again this month.
 - i. Going away from parking permit stickers, now uses license plate recognition. Make sure your vehicles license plates are accurately updated on your parking profile.
- XII) Committee Reports
- a. Governance Committee – Senator Hand
 - b. Recognition Committee – Senator Moede
 - i. Met on July 25th to welcome new committee members. The new venue for Staff Recognition Day will be the AA Breezeway. Date and time are TBD. It will be held on a Tuesday, Wednesday, or Thursday in spring 2024.
 - ii. Employee of the Quarter updates. Moving forward, the President's Office will go to the Employee of the Quarters place of work for a reception.
 - c. Staff Relations Committee – Senator Czech
 - i. Climate Assessment – (vacant)
- XIII) Adjournment: 3:03pm.
- XIV) Public Forum

Submitted,



Adam Comeau
Staff Senate Secretary