



- I) Call to Order : 1:17 PM
- II) Roll Call – Quorum 21/27
- III) Approval of November Meeting Minutes - Approved
- IV) Approval of December Agenda - Approved
- V) Confirmations
  - a. Kim Adams District 12 – Unanimous Approval
    - i. Senator Nelson –
      - 1. Comment: Informing Kim that she is eligible to voting and has the ability to abstain if needed.
- VI) External Liaison Reports
  - a. ASUW
    - i. Not present
  - b. Faculty Senate
    - i. No reports today
- VII) Administration Reports
  - a. President's Office
    - i. Kelsey Kyne, Chief of Staff – report moved to Item VI
      - 1. Updates: Staff - Disconnected from zoom; NOTES received in Public Comment section.
  - b. Academic Affairs –
    - i. Provost Carman
    - ii. AI committee formed for issues with teaching and learning.
      - 1. First meeting completed.
      - 2. AI and business operations were also discussed, and the committee charged.
    - iii. College of Law Dean search ongoing.
      - 1. Friday, 12/8/2023, a meeting will be held to discuss moving forward towards a successful search.
      - 2. All other candidates have visited campus.
    - iv. Student success office moving to 1<sup>st</sup> floor old main.
      - 1. Nicole Cortney and crew
    - v. President and provost visiting schools and holding town hall meetings.
      - 1. Surveying for town hall meeting questions and discussion points.
      - 2. Q&A have been going well.
    - vi. Provost meeting with department heads and chairs
      - 1. 15 heads and chairs to hear what improvements are needed.
      - 2. Process improvement and needs
    - vii. Matt Griswold
      - 1. Improving online degree portfolio
      - 2. Launching fully online undergraduate degrees next year
      - 3. Possibly increasing staff interest with the online portions
    - viii. Meeting with Students at International Center
      - 1. Able to meet with students.
      - 2. Excitement around R1 designation.
        - a. Rules: ACE administers these and reduced the criteria
        - b. Previous rules were 10 criteria that were difficult to meet.
        - c. Starting in 2025



- ii. Implemented new calendaring.
    - 1. Staff are now able to request a time to discuss questions with HR personnel.
  - iii. Open enrollment has tremendous intake.
    - 1. Closed end of November and in place end of December.
  - iv. Reminder of contributions to 457/403B retirement
    - 1. Would like to encourage people to use this benefit.
  - v. Virtual trainings are out for
  - vi. Deloitte Study Update
    - 1. Overhauled the website.
      - a. Case for change information available
      - b. HR website, second circle at the bottom.
      - c. Hoping to do a walkthrough at a later date.
  - vii. Senator Nelson
    - 1. 457B contribution, since open enrollment is closed, are they able to contribute?
      - a. Yes, they can start and stop at their request.
    - 2. What W4 information is needed from staff?
      - a. Update in WyoCloud with your current address
      - b. Please use electronic distribution if possible
      - c. Communication will come with Deep Dive as well as email communication.
  - j. Division of Operations –
    - i. Vice President Bill Mai
      - 1. Lot of construction active
        - a. Trusty meeting
          - i. Closure of half-acre pool was an administrative decision not a Trusty decision.
            - 1. Concrete and repair are failing, and the pool cannot be saved.
            - 2. Dec 20, the pool will be permanently closed.
            - 3. We are seeking alternative use of space.
            - 4. Use will be moved to Corbit until Corbit pool is closed.
          - ii. Max price and aquatics center was approved.
            - 1. Under design, June may have some activity and communication.
            - 2. The location of the Aquatics Center is Willet and 22<sup>nd</sup>.
        - b. Stadium: Lower west stands have been demolished
          - i. Reconstruction will go on till mid-august 2024.
          - ii. Construction will resume after the football season.
          - iii. Upper stands will then be addressed after the Lower stands are finished.
        - c. The law school project is continuing.
          - i. Exterior work being done.
          - ii. On track for a late June completion date.
        - d. Science initiative
          - i. The addition of useful space will be completed fall semester 2024.
        - e. Hot and chilled water continuing to be addressed and completed.
          - i. 9<sup>th</sup> and Lewis will be completed in December.
          - ii. Landscaping of the damaged areas will take place in spring 2024.
        - f. 15<sup>th</sup> street delays
          - i. Continued closures off and on
          - ii. South Willet will be closed Dec 11<sup>th</sup>
        - g. Presented has developed plan of 15<sup>th</sup> street.
          - i. Roundabout at Iverson and Willet.
          - ii. Transit stops at the west side of union parking lot.
          - iii. 2025 should see those addressed.
- k. Government Affairs
  - i. Mike smith
    - 1. Not much to add.
    - 2. Feb 12 – Starts the 20 days of meeting about budget.
- l. Student Affairs

- i. Not present
- m. Diversity, Equity, and Inclusion
  - i. Hiring associate VP – search closing dec 15<sup>th</sup>
  - ii. Moved to 1<sup>st</sup> floor of old main.
    - 1. Open house soon.
  - iii. Title 6
    - 1. Up on the website
    - 2. Communication is coming soon.
    - 3. Language line is a new app to help with translation when needed.
    - 4. 2<sup>nd</sup> language on campus was found to be Spanish and accessibility for that will be addressed.
    - 5. County will be using the same service to encourage compliances with DEI.
    - 6. Spring 24
      - a. Audit with outside entity; Association of higher education & disability
        - i. Accessibility and Processes
        - ii. processes for ensuring Accessibility for all.
    - 7. Meet and greet with different units.
      - a. Please reach out and schedule sometime if you feel your area need to have a meeting.
  - iv. Senator Monahan
    - 1. Counseling center requesting if someone needed counseling and needs language line will HIPPA be addressed?
      - a. Yes, Language Line is certified.
  - v. Senate
    - 1. Is Language Line only available through Phone?
      - a. Options for video through app
      - b. Available on the DEI website as well.

Commented [JTG1]: Missed her name

- VIII) Guest Speaker: Jess Dooley re: Food Security
  - a. Jess Dooley is the first full-time staff in charge of food security efforts.
  - b. Housed in the dean of student's office.
  - c. 1 in 3 students considered food insecure.
  - d. Location of food security resources shared and what is present there.
    - i. UW pantry
    - ii. Acres Student Farm
    - iii. Food Cabinet
    - iv. Meal swipe sharing (3 meals per semester)
    - v. Good Food recovery
      - 1. Communication to leftover food to students and staff.
  - e. Ways people can support these efforts.
    - i. Donating food
      - 1. Websites can provide locations to drop food off.
      - 2. As well as Knight Hall 106 – Tuesday & Thursday 2:00pm-5:00pm as well as Friday 10:00am – 2:00pm
    - ii. If you are hosting food drives.
      - 1. Jess can help.
      - 2. Please let her know if you are using any of the logos or information.
    - iii. Financial contributions
      - 1. Foundations website
      - 2. Cash or check at the knight hall office.
    - iv. Reduce the stigma around food insecurity.
    - v. Volunteer
    - vi. Supporting legislation
  - f. If you want to start a cabinet reach out to Jess
- IX) Old Business
  - a. Legislation
    - i. Second Reading Bill 60

- ii. Voting Bill 60 19/3/40 - not passed
      - 1. Technical error on the voting sheet counted absent seats and gave the wrong %
- X) New Business
  - a. Legislation ASUW and Faculty Senate have already endorsed this. The deadline was set for Nov 30
    - i. First Reading of Resolution 251
      - 1. Suspend Rules to allow the second ready and vote **21/21 Pass**
      - 2. Vote on adopting the resolution **21/21 Pass**
  - b. January Meeting move from Wednesday, December 6 to Wednesday, December 10
    - i. Vote – Yay/Nay Vote **pass**
- XI) Executive Reports
  - a. President –
    - i. Update on Resolution 250 (Course Release time for staff)
      - 1. Conversation began.
      - 2. Information passed on to appropriate cabinet members.
    - ii. Exe Committee discussed reinstating a Parliamentarian.
      - 1. Would anyone like to work with Nate on Authorizing this bill?
      - 2. Senate or Moede heading bill writing.
      - 3. To be shown in Officer elections next year
      - 4. Why was it eliminated?
        - a. Efficiency through sustainability
    - iii. Putting together a Climate Survey working group.
      - 1. 2-3 Senators to review the results of the Climate Survey and develop a course of action to present to the Executive Committee and Senate as a Whole.
        - a. Senator Lafleche
        - b. Senator Tang
        - c. Senator Czech
          - i. Concerned a working group would delay the intent.
  - b. Vice President
    - i. Invite Senators input for website.
    - ii. Deans and directors academic Corum
      - 1. Help provide new programs.
      - 2. Nevin Aiken
        - a. Associate professor of Politics and Public affairs
        - b. Build and support high impact experiential leaning.
          - i. Supporting a variety of learning opportunities to students.
        - c. Please reach out to Nevin Thomas Aiken [naiken@uwyo.edu](mailto:naiken@uwyo.edu) if you would like to know more.
    - iii. Attending faculty senate meeting
    - iv. Friday is Holiday market.
      - 1. Needing volunteers
  - c. Treasurer
    - i. Updates: Q1 Spending is at 20%
      - 1. Below normal. However, one of our big expenditures is the Holiday Market and should get us on track.
    - ii. Financial transaction needs to have Treasurer cc'd.
    - iii. Holiday market is a fundraiser event so please help where you can.
      - 1. Volunteering
      - 2. Donating
  - d. Secretary
    - i. No report
  - e. Member-at-Large
    - i. No report
  - f. Director of Outreach and Engagement update
    - i. Not present
- XII) Liaison Reports
  - a. Advisory Council on Diversity, Equity, and Inclusion (Senator Teng)

Commented [JTG2]: I think I missed something

- i. Meeting coming soon.
- b. Athletics Planning Committee (Senator Teng)
  - i. Meeting Monday 12/11
  - ii. Meeting minutes to be posted.
- c. Classification/Compensation (vacant)
- d. Enterprise Risk Management Advisory Committee (Senator Wheeler)
  - i. No update
- e. Food Security Taskforce (Senator Monahan) No More Committee (vacant)
- f. Green Dot Committee (Senator Hand)
  - i. No update
- g. Public Art Committee (Senator Grosinger)
  - i. Meeting 12/11
- h. External Relation Connections & Communications Working Group (Senator Tai Baker)
  - i. None
- i. Parking Committee (Senator Van Cleave)
  - i. Tara submitted an update, and we will attach that to the minutes.
- j. Fraternity and Sorority Life Task Force (Senator Monahan)
  - i. Met last week.
  - ii. 5 separate charges
    - 1. Space Usage
    - 2. Financial models (Monahan is part of this charge)
    - 3. Vision and mission statements
    - 4. recruitment and retention
    - 5.
  - iii. Meeting every other week
  - iv. A written report will be provided.

Commented [JTG3]: I need to review the recording.

XIII) Committee Reports

- a. Governance Committee – Senator Hand
  - i. Start selecting new chair to provide mentorship before transitioning next year.
  - ii. Accepting nominations for President to be voting in January.
  - iii. Senator Nelson
    - 1. Have you received nominations.
      - a. Yes, several nominations.
    - 2. Open to what date?
      - a. December 31<sup>st</sup> is the close of nominations.
- b. Recognition Committee – Senator Moede
  - i. No meeting until after holidays
  - ii. Focusing on the holiday market
- c. Staff Relations Committee – Senator Czech
  - i. Absent

XIV) Public Comment

- a. *Email from kelsy Kline*
  - i. President Seidel thanks everyone who attended the Holiday Open House on Monday (12/4) and Coffee & Conversation on Wednesday (12/6). He appreciates these opportunities to meet with staff and hear their ideas, questions, and concerns.
  - ii. In the spring, the President will continue to host coffee & conversation twice a semester and will also host an all-staff town hall meeting. The Office of the President will work with Staff Senate Leadership to find a time for the town hall.
  - iii. Planning for the Presidential Leadership Institute will officially begin in spring 2024, with a launch in May 2024. The planning group consists of Adam Comeau, Christina McDonald, Richard Miller (ACES Director) and Kelsey Kyne (Chief of Staff to the President).

XV) Adjournment

- a. 3:11PM

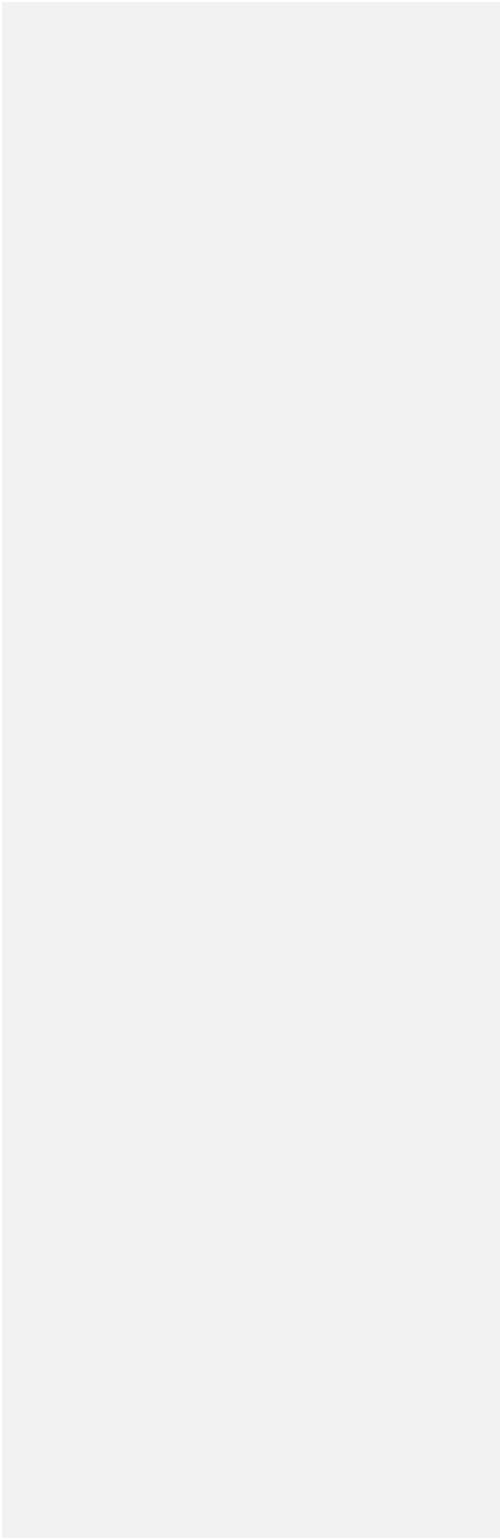
XVI) Public Forum

- a. Roberts Rules discussed.

Respectfully submitted.

A handwritten signature in blue ink, appearing to be 'Jesse Grosinger', written in a cursive style.

Jesse Grosinger



## Attachment 1:

### Parking Advisory Group

10/18/23, 11:00 am

The Parking Advisory Group met on Wednesday, October 18, 2023 at 11:00 am via Zoom.

#### Attendees

Kristen Smoot (chair)

Paul Kunkel (ex-officio)

Chief Josh Holland

Mike Samp

Steve Bialostok

Tara Van Cleave

Elizabeth Whitt (ex-officio)

#### Absent

Staff Representative - Vacant

ASUW Student Representative – Vacant

Smoot called the meeting to order at 11:02 am and Whitt recorded the minutes.

Kunkel provided new member updates and introductions. Mike Samp is replacing Jennifer Coast as the UW Operations representative. Samp was formerly on the committee while Chief of Police. Laurie Mendick has resigned from the committee. The staff and ASUW student representative positions are vacant.

Smoot opened the floor for comment on the previous meeting's minutes. There were no comments. Smoot moved to approve the minutes from the April meeting; seconded by Bialostok. Smoot called for a vote; all voted in favor.

Smoot opened the floor for old business. There was no old business brought forward.

**UW Operations "U" / Service Vehicle Permit Request** – The permit would be used for a new vehicle (UW-524) obtained for the Preventative Maintenance division of UW Operations. Van Cleave motioned to approve a "U" (service vehicle) permit, Bialostok seconded. Smoot called for a vote. Samp recused himself (as he oversees the department). All others voted in favor.

**WIND Departmental Permit Request** – WIND travels the state and rents a UW car rental vehicle. They are requesting a departmental permit to park the vehicle at the Office Annex.

There was discussion about there no longer being a potential need for the permit. The rental vehicle may no longer be in use and the traveling employee may have left UW.

Samp motioned to approve conditionally based on actual need of the permit. Van Cleave seconded. Smoot called for a vote; all voted in favor.

*Following the Parking Advisory Group meeting, WIND cancelled the rental vehicle and the request for a departmental parking permit.*

**Research Departmental Permit Request** – Kunkel described the use of the UW car rental vehicle (UW-16) for VP Chitnis's business travels for Research and Economic Development. Kunkel recommended approving the departmental permit on a one-year basis to evaluate the need and use of the vehicle.

Bialostok motioned to approve a departmental permit on a one-year basis. Van Cleave seconded. Smoot called for a vote; all voted in favor.

**Future Cowboy Parking (13<sup>th</sup> Street)** – Kunkel described the current use of Future Cowboy Parking.

- Used for campus visits and a physical permit is displayed on the vehicle's dashboard.
- Low utilization when there are little to no visits on campus.
- The area is regularly abused with vehicles parked illegally.

Kunkel proposed making spaces dual use. The spaces would be Future Cowboy Parking only when campus visits are scheduled. The spaces would be pay-by-the-hour parking via ParkMobile when not in use with



campus visits. Admissions would be responsible for putting slide covers over the ParkMobile signs to indicate Future Cowboy Parking.

Kunkel also noted the addition of 2 Service Vehicle (“U”) spaces to the area with the loss of these spaces from the Union parking lot closure.

Kunkel opened the floor for discussion.

Samp expressed support for the plan and agreed that utilization is low in this area. Samp also mentioned that most campus tours happen on Mondays and Fridays. Samp believes the dual use would work well as long as Kyle Moore’s team (Admissions) is willing to make the signage changes when needed.

Smoot said that the Traffic Appeals Committee receives complaints in citation appeals that the Future Cowboy Parking spaces aren’t in use. Smoot believes changing the area to dual use will make students happy.

No need to vote on this item. Kunkel was just requesting feedback.

**Residence Coordinator Permit / Reserved Space Fees** – Kunkel described the current use of the Residence Coordinator spaces. There are 6 spaces, with only 5 coordinators. There were previously 7 spaces, but 1 was eliminated with the closure of residence halls. PAG formerly approved the cost of the spaces at the rate of an “A” permit, but Kunkel was unable to find any documentation in the archives.

The spaces are ultimately reserved spaces, but are being charged at a lesser rate. Kunkel opened the floor to discussion to see if the Residence Coordinator spaces should be charged at the departmental reserved space rate. Samp believes it was a reduced rate as graduate students often hold the residence coordinator positions. Whitt clarified that the department (Residence Life) does pay for the spaces.

There was discussion on reducing the spaces to the actual need. Samp is opposed to the price increase due to the nature of the position; employees living on campus while doing their jobs. Holland described additional duties of the residence coordinators and their requirement to report onsite for incidents. Samp suggested keeping the space cost the same as the Orange Zone permit.

There was no motion to charge RC reserved spaces at the departmental reserved space rate.

There was no motion to charge RC reserved spaces at the at Brown permit rate.

Samp motioned to charge RC reserved spaces at the Orange Zone rate, but to also only provide the number of RC reserved spaces based on the number of staff that need those spaces. The spaces should be reviewed annually, and Transportation Services may adjust as needed. Van Cleave seconded. Smoot called for a vote; all voted in favor.

**General Parking Updates** – Kunkel provided an overview of parking permit sales. There is excess capacity in the Iverson Parking Garage, which is great for events on campus. There were issues with the ramp to the 3<sup>rd</sup> level due to icy weather conditions. Some vehicles were unable to make it up the ramp. Transportation Services will monitor the ramp moving forward and be prepared with barricades and lot closure signs should weather cause issues in the future. Pretreatment options are also being investigated.

Kunkel said this is the most student permits ever sold and the least amount of complaints he has received from students during his tenure.

Sales are up by 142 student permits and 10 employee permits; compared to this time last year.

Cooper Lot / Brown Zone 107 is the most popular lot on campus. There is a high rate of citations, and events are held in nearby buildings. Transportation Services may need to look at limiting day permits in this lot in the future. Gold+ permit holders may also park in Brown 107, which is why sales for Gold+ permit sales have stopped.

Transportation Services will keep a close eye on Orange Zone 203 as more employees move into Crane and Hill Halls.

Transportation Services’ goal is to have a reasonable expectation for permit holders to find a space in their designated zone.

**Other Discussion** – Holland asked if issues with off-campus apartment buses have been resolved. Kunkel said he believed they are in good shape now as many are utilizing the old McWhinnie bus stop.

Samp mentioned that the former UWPB block (15<sup>th</sup> & Bradley) is nearly demoed. This area is planned to be regraded and additional parking will become available; possibly as early as Spring 2024. North of the alley (between Bradley and Flint) is designated to be used for construction. South of the alley will have a temporary road base and will be used for parking.

Samp said the lighting in the Brown Zone 104 parking lots should be done by the end of this fall. Additional

lighting will be added in the pedestrian corridor at 9<sup>th</sup> and Harney as well.

Kunkel also discussed the curb blocks and striping in Brown Zone 101 and 104. Curb blocks are currently in place in Brown Zone 101 and help parkers determine proper parking spaces when the lines cannot be seen. The striping wears off quickly on the temporary road base in these two lots. Even if the lots were to be restriped multiple times throughout the year, snowplows would immediately remove striping.

Van Cleave discussed a few items that were brought forward at the Staff Senate meeting.

- 1) There was discussion around temporary disability permits. Kunkel and Whitt clarified that current permit holders are not required to obtain temporary disability permits, but it is ultimately to their benefit to do so as it allows for greater parking options. Current/valid permit holders do not need to pay for a temporary disability permit. Individuals that do not hold a permit would need to pay the daily prorated price for a temporary disability permit.
- 2) CSU students work with their police department to get assistance to their vehicles. Van Cleave asked if that could be implemented on campus. Holland said that the UWPD already offers security escorts that are mostly done on foot. The UWPD does not get a lot of requests; less than 5 times a week. SafeRide is an additional option.

Samp provided background during his time as Chief of Police. There was a group of people that volunteered to escort, but with background checks, and additional safety precautions, it became a lot more work than the need for the actual escorts. Improved lighting on campus has helped lessen the requests. Individuals coming from urban areas generally feel the need for escorts more than locals. Police escorts are not currently a major need.

- 3) CSU offers a discount on permits for employees that make less than \$35,000/annually. Kunkel said he was willing to discuss the possibility of implementing at UW. This model is primarily used on the east coast, while regular peer institutions generally use static permit pricing. Moving to this model can open a can of worms. Nothing else is done on campus for discounts. An employee's salary on its own is not a great indicator of true financial need. Kunkel and Whitt are not in favor of discount pricing as it causes several more challenges. Whitt will discuss with CSU representatives within the next month.

Bialostok will be reaching out individually to members to determine important items for Faculty Senate to know.

#### **Adjournment**

There being no further business to come before the group, the meeting was adjourned at 11:59 am.

#### **Next Meeting**

The next meeting was not discussed.