



## **UPCOMING EVENTS & ANNOUNCEMENTS**

### **Staff Recognition Day**

- Staff Recognition Day 2024 will be held in April in the Arena Auditorium from 11:00 AM – 1:00 PM
  - Food and drinks will be provided.
  - Staff Senate is requesting confirmation of work release time for employees to attend.
  - There will be recognition awards, games, and raffles during the event.
- This year's theme is "Come on down to Staff Recognition Day."

### **Staff Senate Elections**

- Senator and Senate Officer nominations for full senate and officer positions are open now.
- Voting on accepted nominations will occur on May 1.
- New Senators and new Officers will begin their duties on July 1.
- **If you would like to volunteer for a position or nominate a peer, please send an email to your Staff Senator as soon as possible.**

### **UW Risk Assessment Survey – Internal Auditors Danika Salmans & Becky Garcia**

- **The 2024 Annual Risk Assessment is underway.**
- **Please complete this survey by the end of business on Friday 2/16/2024.**
- **The survey may be found by clicking [here](#), or by copying and pasting the following URL into your web browser.**
- **[https://uwyo.sjc1.qualtrics.com/jfe/form/SV\\_8DhaDZbsPEXmzFs](https://uwyo.sjc1.qualtrics.com/jfe/form/SV_8DhaDZbsPEXmzFs)**
  - It is critical that input is gathered from a wide representation of campus population.
  - The survey consists of up to four sections and should take less than 15 minutes to complete.
  - This assessment is sponsored by Internal Audit to obtain an overarching and unbiased perspective on risks impacting UW's ability to achieve its goals. The information provided will be summarized in a report that will be presented to Administration, the Trustees, and available publicly. This information aims to enhance the strategic decision-making process and will inform UW's Internal Audit Plan.
  - If you have additional concerns and/or context to add, please feel free to provide that information through our anonymous reporting tool, [EthicsPoint](#).

## **ADMINISTRATION REPORTS**

### **President's Office – President Siedel**

- A. Legislative priorities
  - a. Faculty, Staff & grad student raises are the #1 priority.
    - i. UW requested \$6 mil for the upcoming biennium for raises: equivalent to a 2% per year increase campus wide.
    - ii. However, Governor Gordon felt this was important enough to be included on his budget requests instead. The Wyoming Legislature may be favorable to a bit higher of a raise than we asked for, but discussions are just beginning and ongoing.
  - b. Mental Health Initiatives are the #2 priority.
  - c. UW has requested \$1.8 mil for the upcoming biennium.

- i. This includes funding for the services and advertising of these services as provided on campus.
  - d. Academic programs & AI initiative funding in the amount of \$1.5 mil per year were requested as well.
- B. Presidential Leadership Institute for UW Staff is about to be launched.
  - a. The program will take twenty people initially and grow year to year.
  - b. The platform of the program is to learn new skills, increase communication abilities, gain leadership skills, DEI, etc.
    - i. These skills are meant to assist with career growth, provide career enhancements and be applicable to career ladders.
  - c. Meetings will be held between May 2024 through September 2024.
    - i. The final meeting will be held at President Siedel's home.
- C. Eligible UW staff members may apply for the inaugural cohort of the [Presidential Leadership Institute \(PLI\)](#) through this link.
- D. The President's Office is initiating a new award for Staff Members.
  - a. Be ready to nominate a staff member for advancing excellence in support of UW's Strategic Plan:
    - i. Enhancing Student Success, pursuing institutional excellence, providing a supportive community, engaging with, and serving the state of Wyoming and cultivating financial stability & diversification.
    - ii. There will be a \$1,000 cash award associated with this award.
- E. The President will be hosting a Town Hall on Feb 29 from 1 - 2pm in the Union Family Ballroom. Here is the wyocast link:
  - a. <https://wyocast.uwyo.edu/WyoCast/Play/f0df7a87d2c44e928aeca4eb39b04f41d>
- F. President Siedel would like to create a new event for staff centered around student success and those staff members who have made this possible.
  - a. Please watch for more information to come.
- G. Another area of focus this year will be on AI.
  - a. He is gathering information to help UW personnel make their jobs more productive and efficient.
    - i. This is in preliminary stages: If you have suggestions, please let your senator know so they can relay the suggestion.
- H. The President's Office continues work on the Freedom of Expression initiative on Campus.
  - a. There is still a perception that individual speech is restricted on campus. His office will continue working on this to make sure it becomes better.
- I. QUESTION present by Staff Senate about the Coffee and Conversations meetings at Rendezvous' café with the President:
  - a. Is there staff release time for employees to attend? It has been voiced that some employees are restricted from attending for one reason or another.
    - i. PRESIDENT Siedel's response: This is going to be addressed with Administration and a solution will be forthcoming.

### **Ombudsperson – Nellie Haddad**

- A. Improving Staff & Supervisor Relationships
  - a. Her office will be offering a workshop titled "Rules of Engagement" on this topic for those interested.
    - i. The workshop will define how to make a department run smoother.
    - ii. It would be a full department training.
    - iii. Contact Nellie Haddad if your department would like to attend one of these training sessions.

- b. Nellie will also be developing a more effective supervisor training program.
- c. Other workshops provided through her office are:
  - i. These workshops are available for anyone to attend – contact her office for details and times.
    - 1. Conflict Resolution.
    - 2. How to Get Along with Anyone.

**Academic Affairs – AVP/Dean of Student Success & Graduation Nycole Courtney**

- A. We have begun phase III of the next Generation University Studies Program.
  - a. Phase III is charged with developing definitions of the components, student learning outcomes, and policy recommendations. It is co-chaired by chief of staff to the Provost, Mandi Gifford.
    - a. They will be holding Campus feedback sessions this spring.
- B. Matt Griswold, VP for Online and Continuing Education, has been developing and expanding UW’s online programs.
  - a. The administration expects to have more coming online classes in the fall of next year.
  - b. They hope that additional online classes will also give UW staff members greater access to their education benefits.
  - c. There is now a listing of fully online programs that are available in many areas including some that may result in a fully online degree.
- C. February is Black History month – please feel free to attend any of the events as they are announced.

**Student Affairs – AVP/Dean of Student Success & Graduation Nycole Courtney**

- A. Save date for Saddle up – move in starts Aug 16<sup>th</sup>!
  - a. Students and families have requested to see more staff and administrators at the Saddle Up events.
  - b. For more information on representing or participating, please reach out to Student Affairs or see their website for more details.
  - c. Student Affairs is currently taking nominations for a student speaker at Graduation on May 11<sup>th</sup>.
  - d. UW Staff are welcome to attend any graduation ceremony(s) and can sit with UW Faculty if they attend.
    - i. There is a suggestion on the floor to add Staff to the title of the section.
    - ii. If you are interested in attending, please contact Student Affairs to let them know you would like to join.
    - iii. There are over two hundred seats in this reserved in this section, so space is not an issue, there is plenty of room.
    - iv. If you participate, you will need to wear UW graduation regalia.
      - 1. If you are unable to purchase your own regalia through the bookstore, Student Affairs may be able to assist with providing regalia from their closet.
        - a. This would need to be discussed with Student Affairs prior to the event.

**Office of Research & Economic Development – Assistant to the VP of Research & Economic Development, Chelley Schneider**

- A. In January 2024, the Research and Economic Development Division recognized the achievements of UW’s outstanding faculty and departments with its inaugural Celebration of Research and Innovation Excellence.
  - a. Four awards Presented:
    - i. UW Distinguished Researcher Award -- for a researcher with the highest annual research expenditures averaged over the last three years – presented to Dr. Mohammad Piri
    - ii. UW Distinguished Innovator Award -- for a researcher with the most prolific innovation portfolio – presented to UW Graduate Nate Storey

- iii. UW Exemplary Research Culture Award -- for a department with highest per-faculty research expenditures and innovation portfolio – presented to the Department of molecular Biology.
- b. UW Distinguished Research Service Award -- for a faculty or staff member who has made major contributions to UW’s research services and infrastructure – presented to Professor Greg Brown of the Department of Botany.
- c. Nominations will be open again this Fall for 2025 awards.

**Division of Operations – VP of Campus Operations, Bill Mai**

- A. UW has entered the final disposition of the UW Aquatic Center.
  - a. This in the official name of the Center.
  - b. The Board of Trustees have approved the final design and budget.
  - c. Groundbreaking will occur mid-summer this year.
  - d. UW Staff can utilize the new Aquatic Center once it has opened.
    - i. Open times should be daily in the afternoons.
- B. 15<sup>th</sup> Street intersection with the new Housing/Union Locations:
  - a. There will be discussions on this during the March Board of Trustees meeting.
  - b. As current plan – 2 roundabouts (Iverson and 15<sup>th</sup> and Willett and 15<sup>th</sup>)
  - c. During construction beginning this March, traffic will be even more limited than it is now.
  - d. Lab School access: this will continue to be a challenge.
    - i. The plan is to have 15<sup>th</sup> Street re-opened early in the school year (September/October).
    - ii. UW will be having conversations with the school district & lab school leadership this summer to develop a solution for access.
  - e. Emergency routes when 15<sup>th</sup> closed will be the same as last year.
    - i. The City of Laramie will re-route emergency services down 22<sup>nd</sup> and/or 9<sup>th</sup> Street as appropriate.
- C. Parking at the new Aquatic Center and during its construction:
  - a. New parking will be opened for football parking during this time.
  - b. Equipment storage on the east summit parking lot will be moved to open more parking spaces.
  - c. Two new lots are being looked at as well.
- D. Northeast corner of 22<sup>nd</sup> and Willett
  - a. Nothing is planned for this location.
  - b. It serves as a storm water retention site during storms and run offs; there are prior regulations through the State Parks Office that control the activities allowed at this area.

**Division of Budget and Finance – AVP Aaron Courtney**

- A. Budget for FY25 timeline:
  - a. Budget and Finance are currently building the FY25 budgets.
  - b. The deadline is March 1.
- B. The President’s full budget must be turned into the Board of Trustees by April 15.
- C. The Board of Trustees will approve the FY25 budget during the June 12<sup>th</sup> conference call and it will be implemented July 1.
  - a. There will be budget assumptions, including:
    - i. A 4% tuition increase and a slight decrease in FY25 fringe rates.
      - 1. Non benefited 3.3%, Faculty 38.7% and Staff 43.7%

### **Human Resources – AVP Bob Link**

- A. Deloitte Study Update:
  - a. HR is in the process of scheduling an overview of the Study as an upcoming deep dive.
- B. UW has officially renewed the agreement with Mine & Associates for the Employee Assistance Program: this includes mental health, will preparations, etc.
  - a. Communication will be coming on how to engage in upcoming orientations for those who want to attend.
    - i. Anyone can attend the orientation sessions.
      - 1. These are available online to make engagement easier.
  - b. You may also find more information on the HR website.
- C. UW employees should have received their W2's at this time as they have all been distributed.
- D. A new professional development series is being released next week: see the HR website for more details.

### **Government Affairs – VP of Government Affairs, Mike Smith**

- A. The State of Wyoming Legislative-Budget session starts next week and lasts through March 8<sup>th</sup>.
- B. If you have any questions on unireg 12-4, please contact the Government Affairs Office.
  - a. You are encouraged to engage with State Legislature as you see fit, just do not present yourself as a UW employee (do not use UW email or title, etc.).
  - b. Any conversations and discussions as a constituent, not a representative of UW.
- C. If you happen to be contacted or have a conversation with a Legislative Representative, please let VP Mike Smith know that you were asked about something so that he is aware of items the state is looking at.

### **Diversity, Equity, and Inclusion–VP of Diversity, Equity, and Inclusion Zebadiah Hall**

- A. Nothing to present this month.

### **Staff Senate Updates**

- A. Staff Senate is currently working on Staff Senate Process and Procedures.