

UNIVERSITY OF COLORADO STAFF COUNCIL

Agenda

May 4, 2006

Auraria Campus
King Center, Rm. 503

Roll call

Jim Langstaff, Sue Sethney, Shari Patterson, Frances Munoz, Pat Beals Moore, Joyce Holliday, Anne Costain, Paul Perales, Pat Beals Moore, Sean Flaherty, Pat Testarmarta, guest- Kevin Jacobs, Jennifer Lahlou, Velma Parker, Dallas Jensen, Audrey Newman, Lisa Province, Paul Pereles, Susan Barney-Jones, Antonette Martinez

Approval of Minutes, March 9, 2006

approved

Treasurers' Report

Travel 127.96 still 70.84 still outstanding, regular 763.364

GF \$5482.50, last year returned around \$8000, we will get budget cut if we don't spend this money, thinking of purchasing a lap top, and hiring a student to work on web page, and making a brochure.

Leave Sharing Policy (Kevin Jacobs, UCDHSC HR Director)

All policies between HSC and UCD have been consolidated, except the leave sharing. The exempt professional and faculty does not provide for a leave sharing program. Legal council has reviewed the legal opinion and determined to have leave sharing for this segment it would require Regent approval. There is now a discussion of if President Brown would like to put forward a policy proposal to the Regents.

Key issues to discuss to look at a comprehensive policy:

Current leave types identified and available:

1. classified - leaving sharing for employee or family member
 2. military call-up
 3. catastrophe first responders
 4. created by IRS for employees to donate leave for contributions to Red Cross or Salvation Army
- need to address the approval process for donating leave
 - the appointing authority may not approve the leave because of lack of funds
 - determining the eligibility to receive donations is difficult - their campus (UCDHSC) it is done in the HR department. Boulder has a panel to make that determination.
 - Currently it has to be both catastrophic and life threatening. That is a state personnel ruling.
 - We could go back to the department of personnel and that would require trying to change rules.
 - The current leave sharing for permanent state classified staff policy does not allow sharing between groups, or professional exempt or faculty - created in 1990
 - 9 month faculty does not accrue any leave

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- Leave bank policy – there is direct sharing and a bank – the policy allows for the bank to stop accepting donations at any point. There is a bank on this campus, cannot wipe out that current bank. Campuses could have some discretion there.
- Short term disability requirements – leave sharing is intended to bridge the gap for people that have the need. For employees, classified or in PERA, you all have short term disability. This benefit is 60% of your pay. However, for professional exempt and faculty short term disability is an optional purchase. Therefore, they would rather receive 100% pay of the leave bank, rather than receive 60% pay. Or should we could determine/decide pay up to the point where you would have received the short term disability. It currently allows you to collect leave sharing for a family member and is unlimited. There are some cases that have been going on a very long time. We should consider whether there should be a limit placed on the amount of time you can collect it. Possibly approve it for specified blocks of time.
- Give some of these items some thought and give Kevin some feedback on your thoughts on these issues and concerns.
- System has no leave sharing policies at all currently. Currently Boulder and Systems share?
- Leave sharing is also allowed for sharing between different agencies of the state.
- PERA allows for STD too, so you are sort of double covered.
- Sue suggests that Kevin do a presentation to individual campuses to staff directly, instead of through staff councils.
- Anne thought would be fine as an informational discussion. They should know in the next month what the President proposes regarding extending the leave sharing policy. The professional exempt and faculty leave sharing could be addressed after the President announces “a resolution to proceed” with the current policy.

Campus Leave Sharing Policies (all)

Election of Officers

Vice Chair – nominated: ~~Velma Parker~~, Debbie Lapioli

Treasurer – nominated: Shari Patterson

Dallas moves the nominations be closed and the candidates are accepted by acclamation.

IT Security Working Group Update (Costain)

Jack McCoy is the newly hired IT Security Director. We discussed the Phase 1 policies at the retreat in the fall.

Why do we need more policies:

1. Federal and state requirements.
2. Existing policies have gaps which increase risk
3. Policies provide a guide to keep computer systems secure
4. System wide security program will help reduce exposure to security incidents

Phase 2 Policy Explanations:

1. Information security program (121)
2. Reporting security incidents (142)
3. Incident management (161)
4. 162 protects against malicious software

5. IT access control (170)
6. User access management (171)
7. Mandatory User ID and password procedures (171-01)
8. Mobile computing and telecommuting (177)
9. IT security in the system lifecycle (180)
10. Vulnerability Management (183)
11. Threat Assessment and Monitoring (184)

Phase 3 – Policy Development

- Developed initial drafts of policies, procedures and guidelines
- Working group reviews and comments on drafts
- Amended drafts sent to steering committee
- Drafts presented to stakeholders
- Final drafts inserted into APS process

Review policies at: <http://www.cu.edu/IT-Policy-WG/index.html>

Send your comments to

- cu-itsec-policy@lists.colorado.edu
- Any of the working group members (listed on the web site)
- Written comments to Dan Jones UCB 455
- Policies will go through APS Process
- You can expect a phased implementation

Next meeting is by May 31st. They will be collecting comments, suggestions and recommendations all through May.

Legislative Update (Tanya Kelly-Bowry, Associate Vice President for State & Federal Government Relations)

Handouts on PERA legislation, the last date of the session is next Wednesday. They want to get done early. They have to have 24 hours between houses on bills. Suspects they will end on Monday.

Sticking points have been the makeup of the PERA board. Rep. Bernie Busher has been a major advocate for this issue; please send him thank you cards for his efforts. The second point is the number of years of service that have to be ? proposed is 3 governor wants 5. Governor said he would call us back into special session specifically for the PERA issue, and that might give this more media attention and leverage for governor.

Long bill: we have sent out over 300 bills to the University for feedback. 55 bills we have lobbied. Went through two budget cycles.

Senator Wendels sponsored a bill SB209 for a committee to study the expenses of higher education and their different varieties of funding; research, stipends, mandated costs, grants, community colleges.

Jim asked is anyone looking at the cost of COF? The fear is that the governor will think this is a way to undercut COF and don't know if he will sign this bill. Many different factors will come into play in the election year, and who will be the next governor and how the legislatures will be structured.

We kept our 5% spending authority. Looking at a shift in the credit hour funds.

We defeated a ton of amendments; there were 18 to cut funds. Funding battles with K-12 this year. Successful in getting a hospital rate increase for HSC. Governor vetoed several capital construction funds. The long bill has been signed by governor was done on Monday. He did veto the pre-collegiate footnote. Ketchum and Eckley were shot down on CU campus.

Main outstanding issue is PERA. Handout passed of who else working in her office. CU is working with CSU and School of Mines to study renewable energy.

Tanya works on State and Federal legislation, but will be out sometime in July with maternity leave. Feel free to call on their office this summer if you have any comments or concerns.

The Higher Education Personnel Audit – will be released June 12, 10:00 am.

Chair's Report

Pat received a survey requesting information about staff development for staff of color and underrepresented groups – sub committee of the president's diversity advisory committee – want to know of surveys, programs, development – what is currently available. Pat will ask for further clarification on what they want to know.

Faculty Staff Joint Committee will be meeting this Monday, for the last time this season. Shari voiced concern about being recognized for it on the performance plan.

Next step – talking about increasing governance clout – ideas on what governance wants to accomplish. If the Regents governance powers are reduced, will this decrease the effectiveness of the governance groups, since the Regents are the group that oversees the governance groups.

SIS Project Executive Steering Committee met yesterday. Budget discussions are coming soon, so our administration can begin planning. Project leaders are supposed to bring three funding options to the group.

Pat asked yesterday about our logo and when it can be used. She was told that secondary logo's can be used any time.

There will probably be a letter coming in pay advice from the foundation requesting support of scholarships and raising funds for diverse scholarships. Trying to get donations for that fund.

Non-Discrimination Administration Policy Statement (APS) (Costain & Perales)

Driven by Carmen Williams, we can have further discussions, policy currently is bare-bones. Not a whole lot of information to be seen yet. Implementation will be campus, policy will be system wide. Requires policies and procedures to file a complaint of perceived discrimination. The laws that protect certain individuals are addressed federally, but policies and procedures defining sexual harassment and discrimination have been defined at the campus levels. They are not mandated, but it is hinted that a smart institution would have these policies in place. It is done campus by campus, instead of system wide, but it cannot be imposed system wide because that would be dictating a hierarchal structure on a campus.

Each campus has a minimum it has to define the principles, but the application is on the campuses. Currently there is no system APS, just campus by campus policies. This system APS codifies the common ground, rooted in federal, state, and regent law. They are not open to the discretion and review of someone inside that chain of command of the complainant. 2 campuses have entrenched policies that cannot be changed. The policies are being consolidated behind closed doors at UCD and HSC, as far as they are aware. Individual campus staff councils can address their individual campus policies. Sets out the core fundamental basics of the policies. To the extent this group wants to have all the policies exactly the same, that will take work.

DPA Delegation of Personnel Authority letter (Moore)

Pat was asked by Council Sweet to gather comments on this delegation agreements and get back to him soon, as the due date is May 31, 2006. This is a contract, so both parties will have to agree to these terms. Number 10, page 3, they can take your personnel and make them comply. It can tell us how to do something, but cannot usurp our resources to

enforce their regulations. It's not limited strictly to classified staff, it is every group; faculty, professional exempt, etc. The DPA is asking CU to give up its constitutional rights to manage its own personnel.

1:30-1:45 UCSC Website Design

Outdated - needs redesigned and more user friendly. Shari mentioned using a student and paid to do it. Sounds good to everyone.

1:45-2:00 Unfinished Business

Will schedule next year's meetings in June, schedule next year's conference after April 8. We believe next year that 9th and Fitz's turn to hold it. Audrey will plan it.

Think about the retreat, where and when so we can get it scheduled and reserved. It's either Boulder or System's turn.

2:00-2:15 New Business

2:15 Adjourn

Motion to adjourn, ended at 3:20