

MINUTES
UNIVERSITY OF COLORADO STAFF COUNCIL
AUGUST 10, 2006 MINUTES

Roll Call:

Present: Audrey Newman, Velma Parker, Pat Beals Moore, Sue Sethney, Susan Barney-Jones, Shari Patterson, Pat Testarmata, Francis Munoz, David Pierce, Jennifer Lahlou, Mary Ulibarri, Anne Costain and Paul Perales

Absent: Cynthia Ocken; Obe Hankins, Paul Wyles, Dallas Jensen; Lisa Province, Sean Flaherty; Debbie Lapioli, Suzanne Salario, Alexis Kelly, and Joyce Holliday.

Agenda:

Approval of July 13, 2006 Meeting Minutes deferred until next month.

Treasurer's Report: \$147.25 in travel expenses for the last meeting. Approximately \$1900 was rolled over from the 2005-06 budget. These funds will be used to pay for a staff survey to be conducted in Spring 2007. 2006-07 budget increased because of new members from System Administration, increased travel expenses Balance: \$39,397.00. Shari Patterson will email treasurer's report to council members.

Chair's Report: Regent Schwartz asked for input on the SB 7 report. Pat hasn't gotten in touch with her yet. Audrey asked what Pat would tell her. Pat will send her specific comments. President Brown will be attending the next UCSC meeting on September 14 in Denver. Chairman Moore asked for a list of discussion items for President Brown's appearance.

Audrey Newman voiced her concerns that she would like President Brown to address, including: (1) why he would not support the PERA bills; (2) his sit on the fence attitude with respect to employee exemptions out of the classified system; (3) what market data there is to justify the salary increases given to administrator. Cited the example of Leonard Dinegar, whose salary rose approximately \$100,000.00 in 5 years.

Velma Parker thinks the exempt system is out of whack. Why wouldn't it be a better fit to change all exempt staff to the classified system?

Audrey Newman stated there were two different types of systems for the staff.

Pat Testarmata said her PPL told her classified staff needed to be Colorado residents and searches are not done outside the state of Colorado. Classified

system has a lot of issues and needs to change if it's going to be the employee system used by the University.

Audrey Newman discussed the contracting out of custodial jobs. Fitzsimons campus is all custodial contracting.

Pat Moore suggested talking to campus administration and voicing her concerns to Chancellor Wilson.

Sue Sethney prepared a "honey do" list for Chancellor Wilson and gave it to him at a recent meeting.

UCSC Retreat Planning

Pat Testarmata discussed plans for the October 2006 retreat. They are looking at different lodging in Estes Park. Creekside offers 2 bedroom, one bath condos. Mountain Sage offers own room with 2 beds. Cost is \$49.00 per night, and includes continental breakfast. For an additional \$2.00 per person they will add additional items to the breakfast. One lodge offers 3 meals and breaks but was expensive. Pat Testarmata will do more research and report back to the Council members.

Retreat agenda will include a "team building make your own dinner cookout" on Wednesday night. Thursday will be facilitated by Mark Augustin. He will present a workshop on Goal Setting and discuss employee recognition. A member of the Federal and State Relations team will be asked to come and talk about upcoming legislation. Jennifer Lahlou will give a report on ULDI training offerings and the Emerging Leaders Program. Friday, Leonard will talk about his role as the "point person" for the Board of Regents and his communication role between the President and the Board of Regents.

Chairwoman Moore talked about gathering supervisors quarterly for the purpose of sponsoring, with another unit such as Human Resources, ongoing training about specific tasks they are required to complete in their role as supervisors, Topics could include how to fill out forms and provide information about changes in laws, rules, policies or procedures that affect a supervisor's work.

There was a request for information about how that type of training would differ from the mandatory training for supervisors of classified staff, which Jennifer Lahlou then discussed. The roll out of mandatory training is scheduled for September 15, 2006.

Reports:

UCB – Boulder campus representatives provided an update about staff council activities. (Please visit this url for more information: <http://www.colorado.edu/StaffCouncil/MinutesAugust2006.htm>)

UCCS – Council does not meet in summer. They are holding a planting of their new roundabout on campus and inviting all staff members to participate.

DDC – Sponsoring a Lunch and Learn meeting twice a month on different topics. Their Fall Breakfast for super staff will be held on October 25, 2006.

Sue Sethney met with Chancellor Wilson on Tuesday, August 8, 2006. He will hold open forums. He plans to work on diversity for the UCDHSC campus and expects to hire an Associate Vice Chancellor for Diversity in the near future. It was suggested that a contest be held to replace “UCDHSC.” Chancellor Wilson plans on holding month governance meetings. He will institute a “State of the Campus” report. He is re-instituting Fall Convocation. Sue Sethney gave Chancellor Wilson a list of issues concerning the UCDHSC-DDC staff.

HSC - Meeting held on 8/8/06. Lisa reported on her meeting with the Chancellor. Lisa had another list of issues for the Chancellor. Mary Mauck attended both open forums. Chancellor Wilson believes in less layers of administration.

System - Meeting held on August 1, 2006. Jennifer Lahlou reported they are busy planning a Staff Service Recognition event to be held at Koenig Alumni Center, honoring employees with over 20 years of service. Event date: October 13, 2006. SSC members plan on visiting system departments quarterly and spotlight them on the SSC website. The first visit will be to the Procurement Service Center in September. They will distribute water bottles and pens to the department people. This is the first of the meets and greets and will take place sometime in September. Jennifer also mentioned the System Ethics Hotline that was effective August 1, 2006.

Anne Costain talked about the hotline that it was a hotline for employees to anonymously report their concerns within the institution. Other parties are also calling the hotline. Hotline is run by a third party. Company summarizes reports and sends them to the appropriate party. She believes that Internal Audit gets a copy of all reports.

Velma Parker asked if the hotline would be bogged down and solutions would be slow in coming. Paul Perales said that this system is used in approximately 50 other higher ed institutions. Appropriate departments determine if a complaint is to be investigated. Parameters have been given in training on what to investigate and when notices are given to the employees. Anne said there is an article in the Chronicle of Higher Education about the same company that CU employs and that she would forward it to Chairwomen Moore for distribution.

Audrey Newman would like to know the salary for the Board of Regents secretary and her staff and how the salaries are set and what funding source is used for the Board of Regents' staff salaries. There is no rhyme or reason to how

exempt professional salaries are set. She would like to see market data used for setting salaries.

Sue Sethney brought up the pay differentials for faculty teaching the same course on the different campuses.

Anne Costain suggested that Pat could ask Regent Chair Hayes and Secretary Cortez for the source of funds information. Chairwoman Moore recommended that Audrey bring to the next meeting a motion to request the information, so the group could vote on it. She also recommended that the group consider what they would do with the information once they have it. She reminded the members that the information obtained would be for the Council's use and not for any personal use. Anne also mentioned that President Brown does not receive the budget for the Board of Regents.

Discussion of out of state advertising restrictions for classified positions.

11:55 a.m. – Lunch break

12:45 p.m. – Meeting continued

UCSC Website

Chairwoman Moore asked if everyone had reviewed the redesign of the new website and if anyone had any comments or suggested changes. There were no changes. Chairman Moore will request that Jon Arnold put up the new site.

Chairwoman Moore reported that UCSC meeting would not conflict with scheduled Board of Regents meetings for 2007.

Future Meeting Planning

Potential guest speakers will include members of the Board of Regents, Jean Stewart, Ken McConnellogue, Chancellor Bud Peterson, Chancellor M. Roy Wilson and Millie Cortez, Secretary of the Board of Regents.

Chairwoman Moore requested that members let her know of any agenda items for the September meeting in advance of the meeting.

Meeting adjourned at 12:55 p.m.