



**UNIVERSITY OF COLORADO STAFF COUNCIL
MEETING MINUTES**

University of Colorado Video Conference

Thursday, December 13, 2012
10:00 a.m. - 12:00 p.m.

Roll Call

Attendees:

- Stephanie Hanenberg (UCSC Chair)
- Carla Ho-a (UCSC Vice Chair)
- Carla Rupprecht (Alt-Colorado Springs)
- Tricia Strating (System)
- Dana Drummond (Boulder)
- Malaika White (Denver)
- Erin Foster (UCSC Secretary)
- Deserae Frisk (Denver)
- Randy Nozawa (Colorado Springs)
- Debbie Martin (System)
- Leo Balaban (System)
- Rhea Taylor (Alt-Colorado Springs)
- Tyson Randall (UCSC Treasurer)

Absent:

- John McKee (Boulder)
- Ida Dilwood (Colorado Springs)
- Danny Felipe-Morales (Denver)

Non-voting members and other attendees/guests:

- Cynthia Pasquale – CU Connections

Meeting called to order at 10:30 a.m.

Motions

- 1. Motion to approve the November 13, 2012 meeting agenda made by Malaika White, seconded by Tricia Strating. Motion passed unanimously.**
- 2. Motion to approve November 8, 2012 meeting minutes made by Dana Drummond, seconded by Debbie Martin. Motion passed unanimously.**
- 3. Motion to approve revised UCSC meeting schedule made by Debbie Martin, seconded by Leo Balaban. Motion passed unanimously.**

Treasurer's Report

- Of the \$12,800 total budget, \$5,902 has been spent to date. We do not have sufficient funds to cover all anticipated future expenditures (travel, awards, lunches, etc.). Cost of lunches should be reduced. Everyone confirmed they've submitted travel reimbursement requests. Carpooling is encouraged because we've exceeded the \$1000 travel budget by \$500 dollars.

Policy Updates – Dan Montez from the Office of Policy and Efficiency (System)

- Most policies listed on website are still under review until the end of January.
- Changes to policy update notifications on the website:
 - ◆ APS 6001 and 6002 will be pulled off until the next cycle review as a result of legal review. These two policies will come under review again in July 2013.
- President’s Task Force on Efficiency Update
 - ◆ Task force is developing an assessment survey regarding the efforts of the task force per suggestions made by faculty members on the task force. Survey will be launched in January. Mr. Montez requests that members of UCSC volunteer to test the survey.
 - ◆ System administration is continuing to conduct administrative unit reviews.
 - The process includes a self-assessment by individual units followed by a broad survey of stakeholders who interface with individual units. The survey is conducted by the Office of Policy and Efficiency.
 - ◆ OEP webpage is continually developing and being streamlined. It is a part of OEPs overall communication plan. OEP is working to accurately identify audiences and ensure messaging is clear. OEP is currently focusing on process improvement and welcomes suggestions.
 - ◆ Jill Pollock presented efficiency efforts undertaken by Human Resources and Information Services.

Service Excellence Awards – Carla Ho-a (Vice Chair of Service Excellence Awards Committee)

- The committee is considering allowing the nomination of teams as opposed to just individuals.
- Carla will update UCSC on this during the February 14 UCSC meeting and will share when nomination forms will go out.
- One representative from each campus is needed to serve as a point-of-contact for nominations. This is a minimal time commitment and will end by mid-April.
- Those who volunteered as points-of-contact are: Leo Balaban (System), Dana Drummond (Boulder), Danny Felipe-Morales or Deserae Frisk (Denver), and Rhea Taylor (Colorado Springs).
- Stephanie Hanenburg reminds each campus to ensure that all Chancellors have added lunch on the date of April 12 (11 am- 2 pm is suggested) to their calendars for award presentation purposes. Trica Strating and Debbie Martin confirmed that the event has been added to both Jill Pollock’s and President Benson’s calendars.

Chair’s Report

- Jill Pollock is still waiting for information/input from the Faculty Assembly regarding the Employee Tuition Assistance APS; Boulder’s Faculty Council did pass a resolution about the benefit this week.
 - ◆ Jill will provide an update to UCSC during the February 14 meeting.
- November 14 Board of Regents meeting
 - ◆ Delivery of reports was discussed; succinct, broad overviews are welcomed.
 - ◆ During the February meeting, UCSC should identify two items the Chair should include in her next report to the Regents (to be presented on February 20 or 21).
 - ◆ UCSC list serve – the list will only include those who serve as a rep on UCSC.

DU Study and the impact on higher education in Colorado

A question was posed by Regent Ludwig at the November Board of Regents meeting inquiring about how familiar faculty and staff members are with the DU Study. Chair of Faculty Assembly indicated faculty are familiar with it; it is not known how familiar staff and students might be.

Regent Ludwig encouraged Faculty Assembly, UCSC and Student Council to educate constituencies about the findings of the DU Study.

Concerns were raised about taking the DU Study back to individual councils; without context, the study findings could be misunderstood. Should we, as UCSC, present a study that contains a single economic projection. It was stated that it is important to educate staff and Colorado does have a challenging economic future because of certain legislation. Further discussion is needed before reps take this to individual councils as a message or call to action from UCSC.

Update to CU.edu Website – presented by Vice President for Communication, Ken McConnellogue.

www.CU.edu is undergoing several upgrades, CU is using a platform called Drupal to create the new site and to streamline its message and unify branding across the CU system. CU is working to identify its audiences and users and improve our online image by making it easier for audiences (students, faculty, parents, donors, alumni) to interface with CU on the web.

Campus Updates

Colorado Springs – Holiday service project was successful

Denver – continuing to plan for the Annual All Staff Council Conference

Meeting Adjourned at 12:00 PM

Next Meeting: 9:00 AM- 1:00 PM on February 14, 2013 at UCD.