

UNIVERSITY OF COLORADO SYSTEM ADMINISTRATION STAFF COUNCIL

Minutes

Tuesday, October 11, 2016
1800 Grant Street, Denver
6th Floor, Denver Conference Room

Tara Dressler called the regular meeting of the System Staff Council to order at 1:06 p.m.

ROLL CALL

The following members were present:

Sarah Braun, Office of Information Security
Tara Dressler, University Counsel
*Tracy Hooker, Human Resources
Anne Melzer, Employee Services
Kay Miller, Employee Services

Elizabeth Nakahama, Office of the Treasurer
Demetria Ross, University Controller
William Shelby, University Information Systems
Christopher Sidebottom, University Counsel

**Indicates non-voting ex officio member*

ABSENT: Molly DeMarr, Ashley Eschler, Ricky Espinoza, Angie Generose, Jamie Joyce

GUESTS(S) ATTENDING: None

A quorum was present.

APPROVAL OF THE MINUTES

The minutes of the September 13, 2016 System Staff Council meeting were approved during the meeting.

Moved by Anne Melzer, *Seconded* by Elizabeth Nakahama.

Approved by Council.

APPROVAL OF THE AGENDA

Moved by Sarah Braun, *Seconded* by Elizabeth Nakahama.

Approved by Council.

OPEN FORUM

REPORTS OF OFFICERS

Chair/Vice Chair's Report: Introduction of new members: William Shelby, Ricky Espinoza, and Angie Generose. There are 2 representative openings remaining on System Staff Council. We will try to get at least one new member that can represent our Broomfield office. SSC banner options were presented, voted upon, and a consensus reached. The order for our new banner will be placed by Tara Dressler. We have been researching composting since the discussion last month. Next steps are coordinating to see who our waste management company is and look into options and associated costs. Leonard update: the holiday event is the next event coming up and planning is underway. SSC received approval for give-a-book/take-a-book with leftover donations to the Denver public library and the Outreach Committee will coordinate this effort. We will be purchasing sign holders for each bathroom and the gym. There are handicap access concerns in some of the bathrooms and the gym. Reception of recent construction remodeling has been positive.

Treasurer's Report: Update provided by Kay Miller. Budget review; we are on track for this year.

REPORTS OF COMMITTEES

Brown Bag Committee: Update provided by chair Demetria Ross. The next brown bag lunch is tentatively planned for October 25th. Carolyn Donadio from ES will present on physical awareness. Next brown bag session will be January.

Communications Committee: Update provided by chair Elizabeth Nakahama. A reminder that all communications coming from SSC should come from the Communications Committee email account in order to ensure look and feel consistency.

Employee Advocacy Committee: Update provided by chair Anne Melzer. They have reviewed the APS 2027-Code of Conduct and no edits were necessary on behalf of the SSC.

Events Committee: Update provided by chair Tara Dressler. Working on gifts that will be provided to years of service award recipients. November 16th is the PEOY and YOS awards.

Health and Wellness Committee: Update provided by chair Kay Miller. Healthy snack attack last week was a success. Planksgiving will be taking place next month – details to come.

Nominations Committee: Update provided by chair Tara Dressler. President's Employee of the Year has been announced. Spring Student Employee of the Semester will be the next thing.

Outreach Committee: Update provided by chair Tara Dressler. Coat and sleeping bag drive going on now, scheduled to wrap up October 21st. It has been very successful thus far.

OTHER BUSINESS

PERA and HR Updates: Years of Service award recipients have been notified and they are still working to make sure this list accurately and comprehensively reflects . No parental leave working group updates for this month.

UCSC Updates: The Office of Policy and Efficiency (OPE) has been working with UCSC to encourage policy review and input by each campus staff council. The 2016 UCSC Climate Survey will be going out to all staff soon. The data from this survey will be used to determine actionable items in regards to benefits, policy and leadership development at the University of Colorado. It will be sent to ALL University and Classified Staff employees in mid-October.

ANNOUNCEMENTS

None.

ADJOURNMENT

Motion by Demetria Ross, *Seconded* by Kay Miller.
Approved by Council.

The meeting was adjourned at 1:55 p.m.



Sarah Braun
Secretary