Call to Order

Roll Call

Present

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<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Campus</th>
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<tbody>
<tr>
<td>Drummond</td>
<td>Dana</td>
<td>Boulder (no vote)</td>
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<tr>
<td>Iturbe</td>
<td>Joanna</td>
<td>Boulder</td>
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<tr>
<td>Thomas</td>
<td>Denise</td>
<td>Boulder</td>
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<td>von der Nuell</td>
<td>Gaylynne</td>
<td>Boulder</td>
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<td>Pasquale</td>
<td>Cynthia</td>
<td>CU Connections</td>
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<td>Lockwood</td>
<td>Nick</td>
<td>UCCS</td>
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<td>Mensch</td>
<td>Sarah</td>
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<td>Moore</td>
<td>Nancy</td>
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<td>Wynne</td>
<td>Anja</td>
<td>UCCS</td>
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<td>Petty</td>
<td>Phillip</td>
<td>UCD/AMC</td>
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<td>Dages</td>
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<td>Dressler</td>
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<td>Metzer</td>
<td>Anne</td>
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<tr>
<td>Firestone</td>
<td>Joshua</td>
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<td>Hurt</td>
<td>Ja'Net</td>
<td>UCD/AMC</td>
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<td>Miller</td>
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<td>Sicalides-Tucker</td>
<td>Nancy</td>
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<td>Strating</td>
<td>Tricia</td>
<td>System (no vote)</td>
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Present and approve meeting agenda and December minutes

- Unable to vote until arrival of additional council members
- When quorum achieved, minutes put forward for approval
- Motion: Joanna Iturbe; 2nd: Nancy Moore; Minutes approved

Treasurer’s report

- December finally closed, so we can review report
- Need to move $1500 from Operating Expenses to Travel Expenses
  - Need to ensure people are submitting receipts as we requested this increase in funding; we need to use it
  - Lisa Landis will need to perform this action; Dana Drummond to follow up with her.
- Retreat Expenses
  - Anja Wynne will need to make a deposit on hotels as we get closer
  - Looking at two different hotels in downtown Colorado Springs
• Service Excellence Awards
  o Anja requested approval to order plaques
  o Discussion about recognition reporting paperwork; Anja will partner with Dana to ensure accuracy of reporting
  o Do we need to pay mileage for awardees?
    ▪ Concluded that this will/should be handled within the awardees’ departments.

Chair’s report – Denise Thomas

• Board of Regent’s Meeting
  o See attached report
  o President Benson had been scheduled to speak at this meeting; will reschedule for another time as he is out of town fundraising
  o Phillip Petty raised the question about the “Efficiencies Survey” recently conducted at UC-Denver: was this a precursor to restructuring?
    ▪ Denver employees encouraged to reach out the new chancellor with questions about the survey; keeping in mind that she “has a lot on her plate” right now

• Tuition Policy
  o Kathy Nesbit and Todd Saliman are working on how to make this work but are "close-lipped" about the process
  o Currently, differences based on each campus’ budget and the fact that each campus charges tuition differently

Veronica Paradise, UCD Staff Council Chair to present on PRAs.

• Gave context around PRAs on Denver council (no representation on the faculty council)
• Proposed that there be a PRA representative with voting rights on UCSC
• Denise: Regent law trumps UCSC by-laws; spoke to John McDowell about this situation and he seemed to be unaware of the unrepresented status of the PRAs at UCD. He has committed to looking into the situation.
• Discussion –
  o Parameters of faculty vs. staff (job codes correlate to specific representation) PRA job code is faculty
  o Phillip raised the question: was it wrong of UCD to include PRAs and change bylaws to do so – commended for inclusion in this situation.
  o Recommendations: 1) Reach out to John McDowell 2) Perhaps take the issue to the new chancellor
  o Phillip expressed appreciation for the discussion and the context; acknowledged that bylaws should not be changed indiscriminately and pointed out the unique situation in which this happened (consolidation of University Staff and Classified Staff councils)

• Discussion –
  o How to define UCSC representation from each campus council
Time commitment and supervisor support (or lack thereof); Chancellor supports the representative and this is seen as part of their job

Service Excellence Award Review, Vote and Selections
- Voting complete and tallied; recipients announce
- Letter to be sent to all nominees for their files
- Denise found a draft of a letter to be used to send to award recipients
- Chancellors need to be informed in advance to prepare
- Discussion around new voting process format:
  - Tara had scoring concerns: were 5 options too many to be fair to all nominees?
  - Challenge in getting nominations (awards season)
- Conclusions:
  - Change options from 5 to 3 for next year
  - Include samples of well-filled-out nomination forms as guides for nominators
  - Tighten window for nominations and try to push communication (after the holiday break)

Working Climate Survey
- Review and Add Questions
- Reviewed the submitted questions
- Discussed the need for questions to be actionable
  - Weighed whether or not Tuition benefit would be an actionable item given that the request has been made to “put it to bed”
  - Concluded that, regardless of whether the President feels the benefit is decided, if it is important to the staff we should survey for that and communicate the info upward; Denise will reach out to Kathy to clarify direction of Tuition benefit discussion before we include it in survey
  - Concluded that Benefits should be listed for the surveyed employee to rank in order of importance

- Construct the Survey layout
  - Joanna reviewed a rough outline (including questions trees) with suggestions for additional questions, demographics, etc.
  - Discussion of Timing: concluded that it should be sent out after Open Enrollment
  - Nick: do we have the budget for incentives?
    - Sarah to explore options: sports tickets, Fitbits, gift cards; Options to be presented at the March meeting
    - 2 per campus

- Assign Tasks
  - Joanna assigned to prepare a draft for the next meeting
  - All campus councils to submit specific campus benefits for inclusion on the survey
Campus Updates (Working Lunch)

- Boulder
  - Midyear Retreat to review goal status and refocus for the balance of the year
  - Spring/Summer carnival
  - Subcommittee accomplishments
  - Spirit Days
  - Compression
  - NEO revamp
- Colorado Springs
  - Wage evaluation
  - Staff Enrichment Day (by staff for staff)
  - NEO revamp
  - Employee of the Quarter revamp and revitalize
  - Parental leave questions (K-12)
  - Events
- Denver
  - New Chancellor and New CFO
  - Revamped Employee of the Month
  - Soliciting more councilmembers, a lot of turnover
  - Volunteered at Foodbank: good experience (8,000 lbs.)
  - “Wheels of Trust” Estate Planning event: good information, acknowledge services for fees
- System
  - Appreciation Breakfast
  - We Rise Community Outreach program
  - Feedback website for building construction
  - Bike to Work
  - Survey
  - Please share volunteer experience opportunities

Adjourn 2:00 pm

- Motion: Tara Dressler; 2nd: Sarah Mensch