



University of Colorado Staff Council Meeting Minutes

Lawrence Street Center 1380 Lawrence Street, Denver 80204
Chancellor's Conference Rm, 14th Floor, Room 1450
Thursday, February 25, 2016
10:00 am – 2:00 pm

Call to Order

Roll Call

Present

Table with 3 columns: Last Name, First Name, Campus. Lists present members including Drummond, Iturbe, Thomas, von der Nuell, Pasquale, Lockwood, Mensch, Moore, Wynne, Petty, Dages, Dressler, and Metzzer.

Not Present

Table with 3 columns: Last Name, First Name, Campus. Lists absent members including Firestone, Hurt, Miller, Sicalides-Tucker, and Strating.

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
o Need to ensure people are submitting receipts as we requested this increase in funding; we need to use it
o Lisa Landis will need to perform this action; Dana Drummond to follow up with her.
• Retreat Expenses
o Anja Wynne will need to make a deposit on hotels as we get closer
o Looking at two different hotels in downtown Colorado Springs

- Service Excellence Awards
 - Anja requested approval to order plaques
 - Discussion about recognition reporting paperwork; Anja will partner with Dana to ensure accuracy of reporting
 - 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
 - See attached report
 - President Benson had been scheduled to speak at this meeting; will reschedule for another time as he is out of town fundraising
 - 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
 - Kathy Nesbit and Todd Saliman are working on how to make this work but are "close-lipped" about the process
 - 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 –
 - Parameters of faculty vs. staff (job codes correlate to specific representation) PRA job code is faculty
 - Phillip raised the question: was it wrong of UCD to include PRAs and change bylaws to do so – commended for inclusion in this situation.
 - Recommendations: 1) Reach out to John McDowell 2) Perhaps take the issue to the new chancellor
 - 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 –
 - 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