University of Colorado Staff Council
Meeting Minutes
September Meeting (Anschutz Health & Wellness Center)
Thursday, September 15, 2016

10:15am	**Call to Order**

Roll Call
Present

Last Name	First Name	Campus
Thomas	Denise	Boulder
McGovern	Kat	Boulder
von der Nuell	Gaylynne	Boulder
Pascquale	Cynthia	CU Connections (via phone)
Lockwood	Nick	UCCS
Mensch	Sarah	UCCS
Moore	Nancy	UCCS
Wynne	Anja	UCCS
Campbell	Jay	UCD/AMC
Petty	Phillip	UCD/AMC
Smith	Carissa	UCD/AMC
Demarr	Molly	System
Dressler	Tara	System
Melzer	Anne	System

Not Present

Last Name	First Name	Campus
Schosker	Megan	Boulder
Dressler	Tara	System

No minutes from Retreat

Treasurer's report (line items broken out)
- Travel: ensure we are all submitting our expenses (be detailed in descriptions)
- Meeting Meals: $225-250/meeting
- Retreat: expenses from this recent retreat and the deposit for fiscal year 2018 retreat discussed
- SEA: budget and clarification of SEA responsibilities
- Discussion Item: travel expenses for the Parental Leave subcommittee, will they be able to be submitted? Denise will clarify with Kathy Nesbitt.

10:35 am	**Chair's report** – Denise Thomas (Board of Regents meeting)

- **President Benson**
  o Active with fundraising (promoting CU's mental health initiatives)
  o 3 CU Alums who were Olympians
  o Pres. Benson wants to build our Endowments (we're behind other universities; he wants the number in the billions of dollars [reputation])
  o New Cyber Security Initiative at UCCS (Homeland Security has asked President Benson to be on the Cyber Security committee)
  o CU Alum survey (employment status and employment in area of degree)

- - - 87% surveyed say education was worth the money
      - Online Offerings
        - 41 Programs & 52 Certificates
  - **Todd Saliman** (Budget & Finance)
    - Enrollment has increased on all four campuses
  - **Regents (**Link to CU Connections account of the Regents Meeting: https://connections.cu.edu/stories/regent-meeting-roundup-0 **)**
    - Cost/Benefit Analysis of Research on all four campuses
    - Treasury Report
    - Policy Review
    - VP of Diversity, Inclusion and Retention

10:50 am **Working Group Updates**
- **Tuition Benefits Task Force** (Gaylynne)
  - 3 Year Pilot program: $2400/year across all 4 campuses for employee dependents
  - Survey proposed to identify employee interest (survey dates unknown)
  - Gaylynne to find out survey dates during next conference call
- **Parental Leave Working Group** (Anne)
  - Review of reps from each campus (so far)
  - Planning for an in-person meeting after mid-October to start
  - Want at least 2 representatives from each campus

11:00 am **Campus Updates**
- **Boulder**
  - Ice Cream Social
  - Blood Drive
  - University Perspectives
  - Diversity Summit – Employee Development Opportunities
  - Photos for website and other outreach materials
- **UCCS**
  - Leadership Team meeting and Staff Association
  - Encouraging staff to participate and volunteer for Staff Association events/committees
  - Ice Cream Social
  - Fall Breakfast
  - Winter Luncheon (partnering with Military Affairs to recognize veterans)
- **Denver**
  - Block party at Denver (more students than staff, but still successful)
  - Block party at AMC very well attended and successful
  - Mindfulness series (subcommittee wants to move more into Professional Development opportunities not provided through Employee Services)
  - Looking at Professional Development in technology
  - Focused on keeping council strong
  - VC will speak to council in November
  - Years of Service recognition getting up and running (subcommittee formed)
  - Discussions around: Tuition Benefit and Flexible Work schedules
  - Policy Review
- **System**
  - Outreach: Bronco's T-Shirt day (beads for $1, money goes to charity)
  - SC changing Excellence Award
  - 4 new members
  - Active Shooter Training
  - Years of Service planning
  - Employee Expos (travels to each campus)
    - **SUGGESTION:** Have SC reps from each campus at a table to improve outreach and SC recognition
- **Comment: UCSC website needs to be updated** (Anja)

11:30am	**Lunch & Committee Work**

12:30pm	**Committee Reports**

- **Policies**
  - Parental Leave Task Force
  - Code of Conduct Review: feedback due by Oct. 14 (Remember to focus on content, not grammar)
  - Committee will track feedback (campus SCs push up)
- **SEA**
  - Next steps
    - Get on President's calendar
    - Review last year's packets
    - Update for to 3, not 5, examples
    - Propose to recognize UCSC service
- **Survey**
  - Make changes and add SC mailing lists by Sept. 28th
  - Review survey with Lisa Peck on Sept. 28th
  - Distribute Test Survey to SCs for review and feedback Oct. 1st.
  - Review feedback as a subcommittee via conference call on Oct. 11th
  - Finalize Changes based on test/feedback (and add Parental Leave questions) by Oct. 14th
  - Ensure staff rosters uploaded by Oct. 14th
  - Distribute Survey to staff on all 4 campuses beginning October 17 and closing October 28

1:00pm	**Guest Speaker: Dan Montez (Office of Policy and Efficiency)**

- **Policy Review Project Charge** (see handout)
  - All Laws and Policies (98 total) under review
  - Fall into 4 Categories: Academic, Employee Services/Human Resources, Legal/Regent, Budget/Finance
  - Some have not been reviewed since the 1940s or 1950s
  - Goal to bring into a common format
  - Have identified any "trickle-down" campus policies that would be affected by these policy reviews
  - Website/page in development
    - (https://www.cu.edu/ope/policy/aps-under-review)
    - Send feedback about the website
  - Will separate into 4 Buckets: (Keep; Keep, but revise; Eliminate; ???)
  - Communications: CU Connections, OPE email listserv
  - Goal: to establish a 2-5 year review going forward, to align all policies with Regent laws
  - Policy Review Liaisons: Mark Burgee, Michelle Dallin, Anja Wynne
  - Start Slow to test process
- Denise: Regents will have the final say, process: 1) Review Team (includes chancellors and President Benson), 2) Regents' Policy/Laws committee, 3) Full Board of Regents
- Updates: 2 Policies under review
  - Code of Conduct: (clear and transparent ethics), will be reviewed by compliance/ethics committees on each campus.
    - Bullying policy, is this the place to add it? (Dan will discuss with Kathy Nesbitt)
  - Parental Leave
    - Current Policy unclear, goal to clean up
    - UCSC Working Group
    - Denise: should be split into two policies (University Staff and Classified Staff)

2:00pm   **Adjourn** (Motion: Anja Wynne; 2nd: Sarah Mensch)