

UNIVERSITY OF COLORADO ADMINISTRATION STAFF COUNCIL

MINUTES

Thursday, March 15, 2018

System – Charles VS Conference Room – 1800 Grant Street, Suite 700

Nancy Moore called the regular meeting of the University of Colorado Staff Council to order at 10 a.m.

ATTENDANCE

The following members were present:

Nancy Moore, UCCS
Sarah Mensch, UCCS
Nick Lockwood, UCCS (late)
Annie Melzer, System
Tara Dressler, System

Megan Schosker, CU Boulder
Jeni Webster, CU Boulder-?
Philip Petty, CU Denver/Anschutz
Jay Campbell, CU Denver/Anschutz
Angie Generose, System (phone)

Absent: Mark Means, UCCS; Carissa Smith, CU Denver/Anschutz; Barry Sparks, CU Boulder

Guests(S) Attending: Cynthia Pasquale, CU Connections (by phone); Matt Steinkamp from CSEAP

A quorum was present.

OLD BUSINESS

Approval Of The Minutes: December Minutes *Moved* by Megan, *Seconded* by Sarah.

Treasurer's Report:

- Nick reviewed the budget - \$20,900 total, \$9,021.24 spent to date, \$11,878.75 available.
- Travel expense increased \$160 – be sure to submit expenses timely
- See if we can pay for the retreat deposit this fiscal year.
- SEA budget - \$3350 total and we have incurred \$2488.
- Travel to SEA – In the past it has been up to each Staff Council whether to reimburse for travel for non-UCSC members that attend. UCSC has \$1400 budget for travel so maybe UCSC can cover mileage and parking travel expenses. Approved and communication to be sent by Nick. Maybe each campus can do one expense report for all who travel. Expense reports need to be submitted timely.

NEW BUSINESS

Parental Leave - Annie

- Boulder Staff Council is drafting a communication supporting the white paper and bringing it to the Board of Regents.
- Sending all the numbers and additional information to the CFO's soon.
- No further updates.

Staff Housing Update – Boulder – Jeni

- Boulder Council Executive Committee ~~if~~is charging Jeni with forming a committee to look into this issue.
- \$200 for closing costs by Elevations Credit Union for faculty and staff.
- Other banks and credit unions also offer discounts. Jeni to compile a list.
- Jay said the Winn team offers discounts up to \$3,000 and will send information to the group.
- Boulder's Executive of Committee – Chairs of subcommittees, Chairs of the Council, Treasurer and Secretary and 1 UCSC representative. Jeni went in place of Megan and they wouldn't let her vote and they wouldn't let Megan vote via phone. This is incorrect. Any UCSC representative should be allowed to vote and you can absolutely vote via phone or zoom.

Faculty Council Partnership Update – Annie, Sarah and Nancy

- Nancy and Sarah meeting with Ravinder to see how UCSC can work better with Faculty Council and expand the partnership. Nancy to ask if he likes Annie's idea of a get together.
- Annie pitched the idea of having a regular meeting between UCSC and Faculty Council and the Women's Committee of Faculty Council liked the idea – maybe around May – to explore how we can work together – maybe informal to start at System.
- Faculty Council's new issue – CU paying for fertility treatments for women:
 - Bottom line is that it is expensive and there are people who are very passionate about it.
 - Still in early stages of development.
 - Annie will continue to provide updates.

Boulder – UCSC Retreat – August 2018

- St. Julian – very expensive so that is out.
- Boulderado – already set up to work with CU and we have a discount – 15 rooms minimum and middle of the road budget for food – av person to help – best option.
- Options outside of Boulder – Omni more expensive and not available – Hilton House is comparable to Boulderado but isolated.
- August 2-3 is the proposed dates, but Annie to send Doodle poll to see if the weekend before or after would be better.

UCSC Officer Elections

- Can we make an official position for the communications officer? Yes!
- Amendments to the bylaws can be proposed by any UCSC member, voted on at the next meeting, 2/3 approval, one person from each campus must approve, it is then sent to the Board of Regents as an update.

- Tara moves to add a communications officer to the Executive Board, seconded by Megan. All approve.
- Executive committee to present a list of duties – UCSC website up to date, work closely with all subcommittees and distribute information as needed to the appropriate audience.
- Also need to review the bylaws and make amendments all together – bring recommendations to the May meeting.

Faculty Council Women’s Symposium Update – Annie

- Great event and very successful every year.
- Logistics ran smoothly.
- Great speakers and mostly from CU and unpaid – good information for speakers for other events.

Professional Development Symposium with SSC 2019 – Angie

- Potential conference sponsored by SSC and UCSC – renting a room, speakers, etc. and the main topic being professional development.
- Possibly pair with the SEA awards.
- Topic for the retreat. Have Noah present on what worked, what didn’t, etc. on how the Denver professional development conference. Maybe someone from the Women’s Committee on the Women’s Symposium as well.

Chair’s Report:

- No Regent meeting this month. Next is on 4/5-6.
- Nancy noted that Nina Pollock good leadership speaker. Nancy to talk to her more about presenting at a meeting or potential conference.
- Number of policies up for review and some affect staff – need to review.

COMMITTEE UPDATES

Policy

- In addition to continuing to review policies, the committee wants to maybe propose new policies.
- Bill proposed for no permit for concealed carry – if it passes, how will it affect the campuses? Will the university implement a permit policy?

Survey

- Survey is now on the website.
- Campus Staff Council Chairs will receive a breakout by campus and each can determine how it is distributed.
- Committee can give data to any group that asks for it case by case.

SEA

- Agenda is done.
- Invitations sent – Chairs and Vice Chairs of campus councils are responsible for distributing – RSVP currently is 36 for the meeting – 39 for the awards – 30 tour.
- RSVP’s by March 23rd.
- Plaques are being ordered for former UCSC members.

- Event is April 13th at 8:30 – 2:30.
- Raffle bags – 4 goodie bags.
- Suggestion to no longer do SEA event and instead do a conference or appreciation event or put some of it toward a more robust retreat.

Communications – Nick

- Props to Annie to reformatting the video for the website.
- Props to Carissa for the breakouts of the survey by the end of March.
- Working on a program for the SEA awards with awardee bios and pictures. RSVP deadline for SEA is March 23rd. Slideshow is over 100 slides.
- Cynthia to interview Annie and Carissa on survey for CU Connections. Early April is probably good.
- Nick to send Cynthia information on the SEA awardees.

Executive Committee

- Continuing to try to get the agenda out the week before and have a meeting with the committee to prepare.

CAMPUS UPDATES

Boulder:

Follow up to previous action items: n/a

New campus updates/action items:

February meeting:

- During our February meeting we continued the conversation regarding Academic Futures: focusing on the next generation of students, not linear thinking, process is moving forward. Hired people to focus on the next generation of students and what is going to make CU better – thinking outside of the box – asking for Staff Council input.
- Our February speaker was Ed Von Bleichert, Sustainability and Resiliency Manager. He walked through University programs and definitions about sustainability, resiliency, zero waste, and compliance. Also discussed energy, transit, and other areas of improvement as well as long-term strategic goals.
- We are starting the conversation regarding “Childcare Initiative”- no new reports on this topic
- Our Communications team started the CU Boulder Staff Newsletter in February: <https://www.colorado.edu/staffcouncil/newsletter/newsletter/february-2018>

March meeting:

- During our 3/14/18 meeting we had a speaker present, Valerie Simons, Director of Institutional Equity and Compliance and the Title IX Coordinator
- We will have a PERA town Hall on 3/20/18
- We have a draft of a cover letter on behalf of Boulder staff council for the Paid Parental Leave document to go to Regents
- The Conference on World Affairs will be April 9-13 on the CU Boulder campus
- Our next blood drive is our 45th Anniversary of doing the blood drive April 10-12

UCCS:

Follow up to previous action items:

- Campus Blood Drive – Feb 12th

New campus updates/action items:

- Staff enrichment day scheduled for March 22nd
- Education Meet and Greet and Staff breakfast scheduled for April 18th
- Spring Luncheon and Longevity Awards scheduled for May 24th
- ~~Elections coming up and have been engaging the campus~~
- ~~Presence at the new staff orientation and been able to recruit members for committees~~
- ~~First wave of anniversary letters has gone out to the staff.~~
- ~~Elections are coming up~~
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Denver/Anschutz:

Follow up to previous actions items: n/a

New campus updates/action items:

- New member and officer nominations are currently open. Voting within the next few weeks. All but Chair (Jay) is open.
- June 15th retreat being planned @ CU South Denver.
- March 9th was the Staff Years of Service award breakfast @ CU South Denver. Roughly 175 attendees were recognized for 10 – 45 years of service. Overall, 354 staff members at CU Denver | Anschutz achieved 5 – 45 years in 2017.
- PERA bill has been introduced in the legislature. HB 17-1114 has a mixture of PERA board, Gov. Hick and other's recommended changes. Currently under debate.
- Professional Development Forum on Anschutz, April 9th, registration just opened. Topics to include:
 - Using Technology for Professional Development
 - Opportunities for Developing Professional Skills
 - Strengths Finder Workshop
 - Crafting Your Own Narrative
 - Employee Services booth
 - HR booth
 - Kathy Nesbitt, VP of Employee and Information Services will be featured speaker

- Todd Haggerty, Sr. Budget Director – CU Denver presented on the new budget model, currently being run parallel to existing model, but going live July 1st. New model goes from being a traditional, incremental budget to an incentive-based budget process that encourages innovation and growth at the school/college level.

System:

Follow up to previous actions items:

- Still working on appreciation events that we can collaborate with the President’s office.
- Had a get together for current and past SSC members to share what worked, what didn’t, why they left the council, new ideas, etc. Only 1 past member came, but very helpful insight. One thing - thinking about an “Ambassadors for SSC” program – target communications toward repeat people who attend and see if they can help spread the word about SSC.

New campus updates/action items:

- At our meeting this week we had a discussion about SSC using OnBase as our document repository and other functionality. Will see a demo soon.
- We have our new council members and are full at 15 members.
- Our Staff Appreciation Breakfast was today March 15th – St. Patty’s Day theme.
- April 5th Bake Sale and Rockies Opening Day fundraiser – handing out beads and asking for a \$1-\$5 donation – for Max Fund – original no kill shelter in Denver. Event later in May with animals coming to the office for an adoption day.
- Cyber Security brown bag coming April 17th.

UPLANNED BUSINESS

Students have initiated an “inclusion pledge.” Jon Arnold brought it to Nick and Tara via email and asked if Staff Council would like to be involved and signed the pledge. Tara sent to the group to share with campus councils and anyone else.

Discussion about the issue of UCSC members being part of the campus councils. The UCSC bylaws should be amended to clarify and the campus councils can adopt the same language to be consistent. Proposed language is something like – out of the 3 representatives per campus, 2 of the standing members must be members of the campus council, as well as the alternate, but the third standing member does not.

ADJOURNMENT

*Motion by Megan, Seconded by Jeni.
Approved by Council.*

The meeting was adjourned at 2:00pm



Tara Dressler
UCSC Secretary