Tara called the regular meeting of the System Staff Council to order at 3:08 p.m.

ROLL CALL
The following members were present:

Sarah Braun, Office of Information Security
Nicole Craft, Advancement
Phillip Curry, University Information Systems
Tara Dressler, University Counsel
Andrew Drummond, Employee Services
Ashley Eschler, Employee Services
Angie Generose, Employee Services
Kiki Holl, Advancement
Andrea Holland, Advancement
*Tracy Hooker, Human Resources
Anne Melzer, Employee Services
Kay Miller, Employee Services
Elizabeth Nakahama, Office of the Treasurer
Demetria Ross, University Controller

*Indicates non-voting ex officio member

ABSENT:
Jamie Joyce, University Counsel

GUESTS(S) ATTENDING:
A quorum was/was not present.

APPROVAL OF THE MINUTES
The minutes of the August 8, 2017 System Staff Council meeting were approved during the meeting.
Moved by Demetria, Seconded by Kay.
Approved by Council.

APPROVAL OF THE AGENDA
Moved by Sarah, Seconded by Angie.
Approved by Council.
OPEN FORUM

Short Activity – One Word Activity (Ashley & Angie)

REPORTS OF OFFICERS

Chair/Vice Chair’s Report:

Tara -

Goals:
Advertising flyer to keep in flyer sections
Annie – infographic creation
Background graphic/slogan creation?
Newsletter – highlight one committee in first 5 newsletters w/survey question
Need survey questions from Events and H&W
Policy review streamline
Partner with other campuses on events
Outreach
Brown Bag (live stream)
Bike to Work with Health Plan folks and CU Advocates
CU Advocate partnership opportunities
Get-togethers for the building
Meet ups, not “happy hours”
Center around birthdays, regions of birth, etc.
Involve Events committee
Free food? Bingo card? Trivia? Raffle?
Chair massage days
Community outreach opportunities
Help with Parental Leave
Vending machine: going well, votes are in, healthy/not-healthy mix
Leonard is interested in second vending machine for kitchen area with side cart with pre-packaged meals

Sarah –

Survey:
Overview of questions
Look at answer options, anything missing?
Send to IR next

SharePoint:
Our site is terrible, can’t figure out how it works
Another site created
  Document storage and collaborative options on documents
  Calendar
  OneNote for each committee
  Ability to link to external websites
Beneficial?
  Use it on a situational basis, still store stuff on Shared Drive

Current/Past Member event (Angie & Demetria):
  Survey went out, waiting on responses for date availability

Leonard update:
  Sept 1st
  Events update
  Outreach activities
  Survey for SSC
  Vending machine update
  Budget rollover
  Bylaw update (send out bylaws to group before next meeting for vote)
  Placards approved for the stairwell
  Working climate survey (presentation went well, Annie/Charissa)

Sarah –
  Shared Drive access (deleted all except current members)
  PEOYA – noms closing Oct 30th (questions to be sent to Sarah instead of nom distribution lists)
    Delete Nom and EID distribution email lists

Treasurer’s Report:

  Not many charges yet, still in budget
  Broncos Day – some budget used for Outreach
  Rollover budget – t-shirts and one steamer for the gym
  Student gift budget increase approved
  Finalized budget to be sent out by next meeting

REPORTS OF COMMITTEES

Brown Bag Committee: Updated provided by chair Angie Generose/Phillip Curry.

  Speaker from the Space Program (has done a Ted Talk) is confirmed for October 17th
  Advertising and communication involvement needed
Communications Committee: Update provided by chair Elizabeth Nakahama.

New newsletter
  Branding options (keep color scheme)
  Hoping to launch soon

Events Committee: Update provided by chair Jamie Joyce.

  Jamie absent, no update right now

Health and Wellness Committee: Update provided by chair Anne Melzer/Andrea Holland.

  Meeting today
    Working on goals
    Fitbit group – incentive quarterly, Andrea to work on structure/work with Communications to advertise
    Andrea to get Communications H&W links by Wednesday for the newsletter
    Bi-annual gym surveys
    Quarterly challenges

Outreach Committee: Update provided by chair Sarah Braun.

  Broncos Day - $512 raised total
    People wanted coffee
    Stickers left over (people wanted smaller ones)
    GDSF – representative reached out, wants to partner with us in the future
      Have them give a presentation?
    Future ideas – NFL day - non-specific, best dressed

  Holiday Gift Drive
    Gift lists in November

  Colorado Combined Fair
    Usually in October
    Each campus has a coordinator for this campaign
    Asked to help out, agreed
    More to come

OTHER BUSINESS

PERA and HR Updates:

  Ombuds training from Denver campus
    We have access to this resource, encourage others to use this resource
    Confidential service to ask for help in situations that are uncomfortable that is not necessarily appropriate for HR
    Mediation, meeting facilitation, department trainings
OIEC coming to give a training on sexual misconduct, etc.
Highly recommended by HR, may be required by certain departments
ADA training on Oct 12th

UCSC Updates:
Retreat last month
First actual meeting next week, more updates next month

ANNOUNCEMENTS
The October 2017 SSC meeting will take place on Oct 10th from 1-3pm.

ADJOURNMENT
Motion by Ashley, Seconded by Phillip.
Approved by Council.

The meeting was adjourned at 4:34 p.m.

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Andrea Holland
Secretary