

UNIVERSITY OF COLORADO SYSTEM ADMINISTRATION STAFF COUNCIL

Minutes

Tuesday, September 13, 2016
1800 Grant Street, Denver
6th Floor, Denver Conference Room

Anne Melzer called the regular meeting of the System Staff Council to order at 1:05 p.m.

ROLL CALL

The following members were present:

Sarah Braun, Office of Information Security	Elizabeth Nakahama, Office of the Treasurer
Molly DeMarr, Employee Services	Demetria Ross, University Controller
Anne Melzer, Employee Services	Christopher Sidebottom, University Counsel
Kay Miller, Employee Services	

ABSENT: Ricky Espinoza, William Shelby, Tara Dressler, Jamie Joyce, Angie Generose, Ashley Eschler, Tracy Hooker

GUESTS(S) ATTENDING: Tania Sanft

A quorum was present.

APPROVAL OF THE MINUTES

The minutes of the August 9, 2016 System Staff Council meeting were approved during the meeting.

Moved by Christopher Sidebottom, *Seconded* by Kay Miller.

Approved by Council.

APPROVAL OF THE AGENDA

Moved by Molly DeMarr, *Seconded* by Demetria Ross.

Approved by Council.

OPEN FORUM

REPORTS OF OFFICERS

Chair/Vice Chair's Report: Three new individuals have joined the SSC since the August meeting. There is currently one remaining vacant position on the System Staff Council. SSC is planning to purchase a banner sign for use at events; we are still trying to decide upon the images and type. Updates were provided on topics discussed outside of regular SSC meetings: we've come up with a calendar of all upcoming events and a reminder have these added to the elevator newsletter, active shooter training, working on fire alarms and evacuation strategy for consistency, need to track mini gym attendance and locker room admittance, staff Christmas gifts, re-thinking the EOY award since there has been such low participation, how to involve the Broomfield office in events, the old book swap books are in storage and we should come up with a strategy for donating these.

Treasurer's Report: Kay Miller has taken on the role of interim Treasurer. Kay provided an update on the financial status of the SSC budget following a recent meeting with all the SSC Committee chairs.

REPORTS OF COMMITTEES

Brown Bag Committee: Updated provided by Demetria Ross. A brown bag is tentatively scheduled for October and will be a joint effort with Employee Services, but the topic, has not been determined yet.

Communications Committee: Update provided by Elizabeth Nakahama.

Employee Advocacy Committee: Update provided by Molly DeMarr. The Improvement Suggestion Form has been successful thus far. The suggestions received in the last month were shared and discussed during the meeting. Some ideas were accepted for further research and follow-up: composting in the building and adding amenities to the women's locker room.

Events Committee: No members of the Events Committee were present, so no update provided.

Health and Wellness Committee: Update provided by Kay Miller. A remote control has been tethered to the mini gym TV. An antenna has been purchased (cable will not be provided), and is pending installation. A snack attack is being planned. Motivational posters for the gym are being considered. Planksgiving planning is underway.

Nominations Committee: No nominations have been received since the PEOY award was announced. They are contemplating changing up the employee recognition/achievement award process.

Outreach Committee: Update provided by Christopher Sidebottom and Sarah Braun. Broncos Day was a success, we raised \$317 for Sleep Tight Colorado. The sleeping bag and coat drive will run September 19-October 21, collection boxes will go out next week.

OTHER BUSINESS

PERA and HR Updates:

No HR representatives were in attendance, so no updates were provided.

UCSC Updates:

No updates; University of Colorado Staff Council has not met since the retreat that was held prior to the System Staff Council meeting on August 9, 2016.

ANNOUNCEMENTS

None.

ADJOURNMENT

Motion by Molly DeMarr, *Seconded* by Christopher Sidebottom.

Approved by Council.

The meeting was adjourned at 1:58 p.m.



Sarah Braun
Secretary