



University of Colorado System Staff Council

<https://www.cu.edu/ssc>

MEETING AGENDA

Thursday, December 14th, 2023

9:00 AM – 11:00 AM

See Zoom Invite

SSC Member Attendees: Gwen D'Elia, Kayle Lingo, Kristen Parker, Rick Rowcotsky, Katie Princo, Heather Thorwald, Grace Shattuck, Jennifer D'Angelo Dekker, Jessica Tharp, Sarah Wallace, Ashley Eschler, Amanda Gordon, Amber McDonnell

Excused: Elisha Garza, Turner Rafter

Participants: Kadie Goodman

9:02 AM Call to Order – Gwen D'Elia

- Roll Call
- Approval of Agenda and Minutes

9:03 AM Chair / Vice Chair Report – Gwen D'Elia

- General Updates
 - Rick asked if there is a list of vendors and caterers to avoid. Gwen believes that Christina Beck and Elizabeth Collins might have such a list, but we as a council do not have such a list. We will follow up in 2024.
 - The holidays are coming up. Please do not log on and work during the holidays since you are not getting paid for working.
 - At yesterday's town hall, Todd mentioned a few things:
 - Building Updates – Felicity let us know that an RFP is occurring for the building to see what people would be interested in paying for the building. No one knows what exactly will happen with the building in terms of renting. They need the RFP numbers to make the best decision. The RFP closes in January. We will continue to ask Felicity for updates and to provide feedback on future building occurrences. Heather was wondering if there will be messaging that will reinforce hybrid/remote work regardless of what is happening to the building. Kayle will bring this feedback to ES Comms if we could incorporate that messaging in future items. Grace asked if there was a timeline, but there really isn't a timeline for the RFP. Gwen will ask Felicity in her next meeting about the timeline.
- Leadership Liaison Meeting update
 - Tech Improvements
 - Felicity said they are not improving the tech in the building since it makes more sense to buy a building with new tech rather than update our current tech and then move. On the 5th floor, there is updated tech in the conference rooms.
 - Budgets
 - Gwen asked for money from Felicity for future funding since our budget has been the same for years. They have already decided the budget for the upcoming fiscal year. This ask is for the following fiscal year since we are wanting to do more off-site events and support hybrid. For the interim, we can go to the President's Office and submit a proposal. The

catch is how much and the proposal. For two years out, we can create a proposal for 2025. In the next month, please think about what you would do with more money to contribute to the proposal. The third option is applying for grant money, which we can. The Office of DEI just released their applications for this year that we could apply for. We can try and create a template for grant applications for other grants that are out there.

- Kristen had a question if we included inflation increases in our applications for food, rantings etc. And yes, we will.
- Sarah asked what the turnaround time for grants is and asked for money from the President's Office. Grants are based on the programs themselves. From leadership, that should be a much faster process in receiving the money. If we choose the grants, it would be for more "nice-to-haves" rather than "need-to-haves."
- Heather is concerned with the DEI grant deadline since it's coming up so fast, and the committee is not that mature in what's going on. Time is also a gatekeeping factor for the DIO committee on creating an application for costs. Jen reiterated that this is a one-time money option, and to keep in mind recurring events are funded by an increased budget rather than one-time events funded through a grant. Gwen encourages everyone to be creative and see where we could partner and what committees could possibly do.
- We wrapped up Family Feud!! They were fabulous and had amazing feedback from those who attended and played. This is a fun event, and it's such a small lift item that we could keep doing. We aren't sure exactly what the next game will be, but please let us know what you would like to do for the next game.
- Discussion / Roundtable
 - Rick mentioned that there is discourse between UCCS and President Todd.
- Gwen, Jen and Katie organized the staff council closet for new swag. They found fanny packs, sling backpacks, Chip dolls and some leftover YOS swag. One off random swag items went to the Orientation Crew in ES.

9:43 AM Treasurer's Update – Grace Shattuck

- There hasn't been any additional spending since the last meeting.
- She reached out to Nora on the potential of having a roll-forward to temporarily increase our budget. Let Grace know soon what budget requests you have.
- Requests will be structured around mandatory increases like inflations, subscriptions, etc. and new items, which are more on-time items or a new recurring cost that we expect. We also provide rationale and thoughtfulness on exactly what we are requesting money for.
- Grace also shared the [DEI application link](#) with everyone. Sarah asked what the next steps would be for applying, and Gwen asked committees to look at what they want and justifications for those to include in the overall application. 0

9:52 AM UCSC Updates –Turner Rafter & Amber McDonnell

- They pushed off their last meeting, so they haven't met.
- They are trying to invite the Regents to their regular monthly meetings to be more aware of what staff are saying at UCSC meetings. It will most likely be specific meetings that Regents will attend.

9:57 AM Break

10:05 AM Committee Reports

- Events – Sarah Wallace
 - No big updates here. They haven't had a chance to meet.
 - Sarah was wondering if we could flex or change the date of the March Town Hall to correlate the Staff Appreciation Lunch. Ashley said that March is super difficult and mentioned combining the Feb. 14 town hall. Senior leadership isn't available in March. It could also possibly be more activity based rather than centered around food.
 - They were thinking about Feb. 29 for the Staff Appreciation Lunch. Ashley will get back to Sarah. Ramadan starts March 10, so we are avoiding that time frame.
 - The PEOYA room might be looking at different campuses to host the event.
- Diversity, Inclusion and Outreach – Heather Thorwald & Turner Rafter
 - They met on Monday.
 - The previous plan for a Lunch and Learn did not work out, and we will partner with the CU Boulder Center for Social Inclusion with their monthly SAFE training. Ashley will connect them to Thanh to also align with the DEI office trainings.
 - The Spring volunteer event needs a blessing from leadership. They scheduled two days for the Food Bank of the Rockies in May 29 from 1 – 4 p.m. May 30 8:45 a.m. – noon. They also identified a virtual opportunity with Children's Hospital for Cheer Cards.
- Communications – Kayle Lingo
 - Not too many updates.
 - Reminder to put upcoming dates into the SSC Members calendar.
- Health and Wellness – Katie Princo, Jessica Tharp & Grace Shattuck
 - For the Lunch and Learn, they nailed down March 5 with the CU Denver Wellness Center that could be a hybrid event. There might be an optional tour of the Wellness Center before the presentation.

10:20 AM HR Updates – Ashley Eschler

- Kristin will be coming to the January meeting to chat about Performance Management Cycles. It will be a positive shift focusing on employee growth rather than inconsistency on the five-point rating scale. One of the recommendations was having quarterly conversations rather than annual reviews.
- They will also be creating a Supervisor Program for supervisors on how to be a better supervisor, how to help grow, etc. Gwen asked if it would be required. President Saliman is supporting it being a requirement.
- Rick clarified that this upcoming year is more of a transition year for the performance management cycle. There will be a typical mid-year conversation, and there will be a Word Document form for non-cornerstone users to align with both Cornerstone and non-Cornerstone users.
- Sarah asked if Ashley had talked to Jen in UIS about the mandatory Supervisor Program and what UIS is doing as well.
- Thank you to everyone who responded to the CWC survey, and the initial results have been positive. They are scheduling a separate meeting to release the CWC survey results and discuss trends. The planning team is looking to identify culture data liaisons to share department data with training on how to best share this data. Ashley will share results to SSC on January.
- With the T-Shirts, [sign-ups](#) will be pushed out in the follow-up Town Hall messaging.
- Rick had a question about compensation and when we will hear. It'll hopefully be early

next week. They are just doublechecking all the numbers. This may be shifted with the new performance management cycle coming out.

10:58 AM Adjourn

Next Meeting – January 18th