



System Staff Council
April 08, 2014
1:00 – 3:00 p.m.
1800 Grant Street, 6th Floor Denver Conference Room
Meeting Minutes

Attending:

Leo Balaban, Office of Information Security
Stephanie Ball, Risk Management
Darren Chavez, Academic Affairs
Jim Dages, Employee Services
Tracy Hooker, Human Resources
Jamie Joyce, University Counsel
Lexie Kelly, University Treasurer
Debbie Martin, Internal Audit

David Poticha, Technology Transfer
David Pierce, University Controller
Demetria Ross, Office of the University Controller
Nancy Sicalides-Tucker, Employee Services
Tricia Strating, Employee and Information Services
Tony Tolin, Procurement Service Center
Amanda Ulrey, University Relations
Lisa Vallad, Office of the University Controller

Call to Order 1:06 p.m.

Guests Attending:

Kelly Cronin

Approval of the Agenda:

Moved by Lisa Vallad Secoded by Jim Dages. Approved by Council.

Nancy Sicalides-Tucker will add the next meeting's date/time on the bottom of the agenda for every meeting.

Approval of the Minutes:

Moved by Demetria Ross Secoded by Tony Tonlin. Approved by Council.

Debbie Martin, Stephanie Ball, and David Poticha abstain.

Demetria Ross is in the Office of University Controller, not Employee Services. Amended.

Tony Tolin stated that the minutes refer to him attending the March Meeting, even though he was not there. Amended.

Approved meeting minutes will be on the SSC website in the meeting notification communication, since sometimes the minutes are amended after they are distributed.

Please send an email to Nancy Sicalides-Tucker and cc Tricia Strating if you can't the make meeting.

Kelly Cronin - Vice President for Advancement

Kelly Cronin discussed the university's current major donors, the goals of the foundation, why we are losing more state and federal support, why higher education ranks low in regards to importance to funding, and best practices.

OFFICER REPORTS:

Treasurer Report – Debbie Martin:

Report on shared drive and Debbie Martin sent out an email.

Lisa Vallad had commented in a previous meeting that the President's Employee of the Year Award had not posted to our SpeedType. After research, it was corrected and the amount is now reflected in our SpeedType.

Staff appreciation lunch expenses are up to date with the exception of the cost of the CU lapel pins. There is a \$112 from this event that will be allocated to the Bike to Work Day.

Nancy Sicalides-Tucker: Bike to Work Day is in the proposal for next year.

President's office will donate the five gifts for the UCSC All-Staff Council Conference in April.

Debbie Martin was able to receive a significant discount for next year's 5 years of service lapel pins. This vendor will be able to give us discounts on anything we would like. Debbie will put the vendor's email and information on the shared drive.

Chair/Vice Chair Report (Meeting with Leonard) – Nancy Sicalides-Tucker/Tricia Strating:

Initial budget proposal for next fiscal year was presented to Leonard Dinegar. Leonard Dinegar had a few questions that were clarified. The extra \$1,000 for the military appreciation event is only if the event is held at the Warwick.

Construction on conference rooms continues. 8th floor staff is moving into their new spaces. Leonard Dinegar received some final details about more space, but no additional construction will occur beyond the current projects until a funding source is determined.

It was discussed that the volunteer time administrative policy is not consistently applied across campuses. This is on the agenda and will be discussed with Leonard Dinegar.

A thank you to the Events Committee for the Supervisor Appreciation Lunch. Several of the supervisors provided positive feedback.

The UCSC All-Staff Council conference is on April 18, 2014. Please RSVP to Dana Drummond in Boulder if you are attending.

System Staff Council elections are complete. Leo Balaban announced that he will be resigning from System Staff Council effective immediately. Leo Balaban would still like to volunteer when he can.

Tricia Strating: New SSC representatives will be formally announced shortly.

We will no longer have anyone on SSC from UIS. We may have one UIS member sit in, but not as an official member. Nancy Sicalides-Tucker will talk with Michael Seele from UIS to determine how to proceed.

System Staff Council Retreat is June 13, 2014. Everyone should attend. A team activity is being planned by Nancy Sicalides-Tucker. Committees should meet and be prepared to provide a brief overview of what the committee does, what you would like to do for the next fiscal year, and any ideas they have. Provide Nancy with any suggestions for a guest speaker that you have.

Lexie Kelly to do a presentation on the history of SSC.

COMMITTEE REPORTS:

Communications - Tricia Strating:

Committee met last week Thursday.

Website still needs a few more updates which will be completed by mid-July

Stephanie Ball requests that everyone provide email communications two days prior to when the communications email needs to go out.

Put on the shared calendar when your committee plans to send emails out. This way we can space the emails out.

Events Committee – Debbie Martin:

The Supervisor Appreciation Event was great. Lisa Vallad used Stellar Catering for the event and everyone loved the food.

Next meeting will be in a couple of weeks and the committee will be discussing what to do with the remaining budget. Possibilities might be an ice cream social maybe in June.

Outreach Committee – David Pierce:

Friday is the last day for donations for the “Clean Out Your Closet” campaign. The committee will need help to put the clothes on hangers and to sort clothing. Demetria Ross will drop off the clothes to Dress for Success.

The committee met with the Health and Wellness committee to discuss the Bike to Work Event. The registration for Bike to Work Day is May 1, 2014. A CU Tent for 1800 Grant will be set up near the corner on 18th.

Nominations Committee – Lisa Vallad:

The Student Employee of the Semester call for nominations has been distributed. Stephanie Ball/Communications committee will send an email reminder on Monday, April 14. Nominations close at 5:00 p.m. on Monday, April 21.

Thank you to the nominations committee for updating the procedures, form, and creating the rubric, and thanks to the communications committee and Jon Arnold for updating the website.

The committee will be meeting this week to begin discussing and amending the President's Employee of the Year procedures.

Employee Advocacy - Leo Balaban:

The committee met with Dr. Katie Sauer and discussed a handful of topics. Leo will transcribe the notes from this meeting and put them on the shared drive.

The committee will need a new chair. Nancy will organize a meeting with the remaining committee members.

Stephanie Ball: Could there be any assistance applied toward the cost of the GMAT/GRE for CU employees who are applying for a CU program, in which they will be using their tuition waiver? Nancy Sicalides-Tucker: Could the Advocacy group look into this because there is an interest?

Brown Bag - Lexie Kelly:

The schedule for the remainder of the calendar year is in the works.

Blood drive is scheduled during the month of May.

Pera/HR Updates: Tracy Hooker

Election results will be announced after each candidate is formally notified of the results.

Health and Wellness Committee

Health and Wellness met with the Outreach Committee to begin planning the Bike to Work Event.

A CU System BolderBoulder Team will be announced soon (employees will pay for their own registration).

Attempting to kick-off another stair climb event, however, we need volunteers for planning. (Maybe in the fall)

The massage event went well using the lottery.

UCSC Updates - Tricia Strating:

Jill Pollock - Benefits Assessment Study. We are in the top 25th percentile compared to our peers in regards to our benefits. There is a link available to the full report. (Tricia Strating will put this link on the shared drive).

Service Excellence Award winners have been selected. Awards will be given at the UCSC All-Staff Council conference on April 18.

SSC is strongly encouraged to participate in the climate survey once it becomes available.

ADJOURNMENT:

Motion to adjourn Demetria Ross, 2nd by Jamie Joyce, *all in favor*.

Meeting was adjourned at 2:58 p.m.