

UCSC Minutes

Thursday, September 14

10:00 a.m.

UCDHSC Denver

Lawrence Street Center

14th Floor, Chancellor's Conference Room

➤ Roll Call & Introductions

- Audrey Newman, Pat Beals Moore, David Pierce, Mary Ulibarri, Debbie Lapioli, Sean Flaherty, Paul Perez, Jennifer Lahlou, Lisa Province, Jeff Dodge, Alexie Kelly, Deborah Luntsford, Velma Parker, Sue Sethney, Pat Testarmata, Joyce Holliday, RL Widmann, Paul Wyles

Approval of July 13, 2006 and August 10, 2006 Meeting Minutes

- July minutes - Debbie moved to approve, Debby seconded. Minutes stand as submitted.
- August minutes – David motioned to approve Pat T seconded. One note in chairs report, paragraph 3 Velma Parker “thinks” instead of “things”. There being none, minutes stand as corrected.

Treasurers' Report

- Shari is out sick, will email report later. She will be sending travel vouchers by email and getting the W-9 for Vendor for retreat entered into system.

Chair's Report

- Barrier Busters will meet the morning of 26th to discuss if that group will continue meeting, Keith was our representative. If you have input for Molly McGill about if Barrier Busters should continue, please contact her. Staff council has a spot on that committee.
- Michelle Deline will be having a meeting to discuss considering if campuses can share student applications, please contact Pat in interested in participating. Sean volunteered.
- Mandatory training for managers of classified staff is scheduled to begin this Friday, September 15.
- *The controller Mary Ellen G in controller's office requested attending staff council meetings.*
- *The ? board* continues to talk about strategic planning and what the guidelines are, next meeting is October 4 and 5th at the Regents meeting.
- Pat brought copies of questions for President Brown at today's meeting.

Retreat Planning – Pat T

- Mountain Sage Inn, just north of Estes Park, has 20 rooms, small resort.
- Group dinner first night, with each campus bringing a different part of the meal. Springs bringing desert, UCD = appetizers, Boulder = sides, System = drinks, HSC =Salads, council is providing Salmon and chicken grilled; Pat will send out email.
- Wed Oct 4 retreat check-in is at 3:00-4:00 pm. Reservations are for the evening of 4th, all day 5th, and until noon on October 6th. The theme is “Heart of CU”. Still working on plans for dinner on Thursday night with “The Other Side”. Debbie L is responsible for lunch those

2 days. Still working on that. Breakfast is continental and will add yogurt and other substantial food. Coffee in lobby. The hotel has a hot tub.

- Debby has a lot of leftovers for snacks, so Boulder campus can supply the snacks. Gifts? Bring 2 or 3 different items as done in past years suggested – can be a candle, a hat from your university, etc. \$5 value at minimum. We will do this it was voted, every one will bring one gift.

The agenda includes:

- Accomplishments from last year
 - Revising/Creating a vision statement – Mark Augustine is facilitating
 - Review bylaws
 - Jennifer is presenting University Leadership Institute information and would like to brainstorm more ways to get classified staff into that
 - Discussion about employee recognition, bring list from your campus of recognition programs, or honoring programs
 - Staff appreciation meeting
 - Charlie Sweet is coming Thursday evening after Regents meeting
 - Leonard Dinegar coming Friday morning – communication, institutional challenges and accomplishments
 - Then – Encouraging the Heart – goes along with employee recognition
- The retreat is casual dress
 - Bring swimsuits if you want to use the hot tub.
 - If you would like to stay longer than Friday, please contact the facility to make arrangements
 - No pets allowed, smoking off site, bench close by
 - Rates are \$49 a night

Reports

Boulder Staff Council:

- There hasn't been a meeting since retreat. They switched to having meeting on line instead of in person, but are having open forum meetings. However, no one could come yesterday, the council is currently in a state of chaos. There was a schedule that somehow got changed. Change came about at the retreat, Cynthia thought meetings were running too long, people were leaving early so by the time they got down to voting didn't have a quorum. The schedule got changed because of miscommunication.

Denver Staff Council:

- Their last meeting was Tuesday, Sue reported.
- \$300 awards given out for people who what to go to outside conferences, from SOAP (Staff Opportunity Award Program). The money comes from the staff council budget.
- Discussed: HSC is supposed to get an additional \$10,000 for them to implement – it was suggested to email Kevin Jacobs and ask him when SOAP will be set up for HSC. The funds are for conferences that will apply to improving your job.
- Mary is on Academic Master Planning Committee – Mary is participating on the part of staff recognition, some objectives – creating an environment where staff can excel. We are not tooting our horns enough, so will be working on a web site to talk about things we have

done, for example the engineering department went and inspected bridges in Colorado. Mary would like help from this group also so we can work on this system wide. Training is part of this also, and possibly making a system wide web site.

UCCS:

- Debbie reported that UCCS had a reception for staff appreciation, a hot breakfast. The chancellor and vice chancellors were there. Construction is “the music in our ears”. The challenge is finding office and class room space, *new entrance signs, Vickie Hilty is a compliance officer, a new associate VC for administration and finance, new chief of police.* Staff council, Anthony Cordova’s position has been restructured and he is exempt so cannot serve as our staff council president.
- Sean reported - they discussed with both sides of exempt and classified staff that it would be not favorable to merge, very amenable. Working on employee recognitions. Working on studying the classified and exempt employee statistics and giving recommendations before CCHE comes out with their report.

Systems:

- Systems had their meeting last week. Having a meet and greet and giving out water bottles and pens, where people can meet them all and learn what they are about.
- They are also planning our service awards banquet on October 13th, giving awards for 30, 25, and 30 years. And they send out certificates for 5, 10 and 15 years. 23 service awards. Last year it wasn’t done, so they are incorporated into this year’s event.
- There are 130 system employees.
- They are not all moving to the president’s office, just VP’s and legal. System is all over on every campus. There are only 3 people on UCCS campus.
- *Jennifer said they met with Leonard, she suggested they meet with the VP 3 or so times a year.*
- Paul P said the system staff council meeting will be speaking only for the system personnel and not for this group. They lost a couple of members on system staff council. They are getting a letter from President Brown to get more support to fill in the unoccupied positions. System is responsible for the all staff council,
- *Jennifer went to book Cableland? where the Daniels fund is located for the April recognition event.* She is also looking at the Arvada Center, they would like to look for some place off campus.

HSC:

- Audrey reported they had their staff council meeting Tuesday. They had a speaker from parking there because the whole campus is under development and he talked more about everything closing and changing. There is a map you can go to on line to keep up to date.
- He talked about their new parking facility with about 1500 spaces for faculty and staff (at Fitzsimmons). He talked about the shuttle service and the possibility of a shuttle running to the DTC but it is still in the talking phase. The campus on 9th will still be going until 2009, but there remain a satellite office at the hospital for the university.
- Audrey would like a letter sent out to the campus that would encourage supervisors to let their employees attend and work on the staff council. These should come from the chancellor level on campuses, instead of the President’s office.

- Mary said that you should have staff council participation included in your performance plan, and hopes we can have that supported by the upper administration – this could be discussed at the retreat.
- Supervisors need to understand the time commitment that includes subcommittee meetings that staff council members will have to commit to. Boulder campus tossed around a service component initiative for the performance plans. It might help President Brown to recognize people system wide.

UBAB:

- Paul W reported that the last meeting was in Boulder. Most of what was discussed there was the strategic plan and what do we want to consider- do we want to be self funded, which direction we would like to go, *we would like to be at prevailing – what we want to do is to be at -o*
- UBAB is mostly centered on the faculty administered portion because we don't have control over the state, we can suggest but have no control there. We would like to be like the other AAU universities, which are paying 80% of prevailing medical costs, we are at 75% currently.
- The other thing talked about is the health plans going into a death spiral, where the silver and gold plan priced themselves out of existence. When the covered people drop to ½ they don't earn enough to cover the costs with the premium plans. We keep buying down the plan because we can't afford it, and that needs to be looked at in some way, and it may be something that we are not able to solve but we need to see what we can influence.
- One time UBAB ended up reducing Kaiser costs but instead the co-pays drastically increased. Mary stated that hopefully UBAB is looking at how much out of pocket people are paying out to realize if it is really a cost saving costs. Paul W said he constantly brought up the consideration of the out of pocket costs.

Dr. RL Widmann - Faculty Council:

- Dr Widmann is pleased to be here and to continue to be there keeping these groups working together. The faculty council will be moving to the 7th floor with the President. We need to make sure they identify that the faculty council is for all the campuses, not the Boulder campus specifically. Moved the faculty council page to the system web pages instead of Colorado.edu to help clarify this point.
- Dr Widmann can be reached at: r.widmann@colorado.edu Or at new email facultycouncil@cu.edu
- There are four faculty assemblies, one on each campus, those are the individual campus chairs. Pat said RL is extremely committed to shared governance work. The next meeting is October 9th. Pat is on the committee with faculty council for UCSC. So they can stay in touch of what are the common areas of concern. *One of the things she did for faculty council we will look at the mission of the faculty council. Or also used the word vision.* To step back and identify why are we doing what we are doing. Lay out some goals of where we are and where we are going.

Mary -VPAR:

- *To be President Brown's position to take over they are meeting in Boulder on Sept 22, then October 6-7.* They have all voted and come up with 9 names and have given those to the

chair, Robert Moore, and ranked the top 9, and will bring in all 9 of those and they will be sitting around at the airport and interview these 9 and give Brown a list of 5 and give those to Brown and not rank those. Then Brown will have airport interviews as well possibly. He will make the ultimate decision on this position and have been asked to expedite the search.

- By statute this are considered a CEO position, that is why you get a lot of sole finalists, this position is similar but out of respect for the applicants their names will not necessarily divulged. As a sole finalist you have to out their name, but there are other people under consideration. The finalist has to be broadcast by statute for the CEO type of positions.

President Brown

- President Brown reported that *they* talked a little about the CCHE recommendation of elimination of classified system, send letter back thinking that would be a mistake. Has asked all the chancellors to go back through and review pay adjustment for exempt employees. Tends to think they will not change the classified system.
- Audrey said that many positions, when a person retires that position automatically becomes exempt. President Brown said that is not his understanding of the process – Audrey said that the standards fit that situation happening. Audrey does not understand why all staff cannot be placed under the classified system. The department heads are exempt; this is being interpreted too liberally. President Brown, clarified over 1000 positions that were formerly classified that are now exempt? Audrey replied, yes. Brown was not aware of this number; it has not been reported to him this way before. For example Audrey just found out that a position where a classified person retired and the job is now changed to an exempt.
- Sue will email Pres Brown this report to verify these figures.
- Mary said that a classified person costs less for the university to employ compared to professional exempt. A classified staff person does not automatically get 14 hours of vacation versus starting at 8 hours per month. Mary reiterated that many classified staff persons have told her that they do not want to lose their classified status, as the exempt positions are fire at will, whereas the classified positions have more protection.
- Back in the 1970's they went and looked at pay on university campuses, they determined that there was an attitude that as a benefit of working in a university sitting it was considered an honor to work there, therefore the state legislature moved the university personnel systems in to the classified system. (*guy on the side - who is he?*)
- Sue clarified that what everyone wants to hear is that you have some loyalty to us as classified personnel just as we have been loyal working for the state classified system. We haven't felt that we have been getting that support.
- Brown asked for suggestions of what he can do to help. Sue said we are working on this list at the retreat next month. Brown said that would be very helpful for him. A lot of display about how you value people is by culture, we are doing a few things to address the culture in the first year, one is open office hours, and we have gotten great suggestions. One is to reach out to our students and faculty minority. One is eliminate a reserved parking spot. On the letter (requesting donations for a scholarship sent by President Brown) I thought we asked for funds, not requested, money. Boulder has a lot of people who don't feel welcome or part of the campus. For a variety of reasons, that has built up over the years. A lack of feeling part of the campus, or not welcomed, is that we are an institution that everyone pays

for, everyone can't agree. President Brown thought it was special that we offer a helping hand in bringing students to campus that would not otherwise financially be able to come. It's not necessarily the money that brings them, but the welcome that everyone from the University wants you here – everyone is chipping in together to show we are open and welcome people and want them. He didn't want to miss the chance to be part of that.

- Brown – one of the ways we measure support is an accounting measure, the other is how you measure where we spend a lower portion of funds on academic support. One is institutional/administrative support in terms of supporting the students and faculty are a lot lower than the average across the nation. Dollar wise we are not up to speed. The reason for it is that our resources are not comparable to other AAU institutions across the nation. If referendum C hadn't passed we would have had \$0 left toward higher education. When Brown came into legislation in '72 state support of higher ed was 27% of the budget, and now it is 8-9%.
- Audrey stated: we are so stretched thin in the offices staff wise. We hear of a new administrator hired on campuses, these are huge salaries. Audrey would like to see, faculty as well, is to concentrate first on filling in staff positions instead of hiring more administrators or creating more administrator positions.
- Brown was not aware that people did not get pay increases for five straight years when we went to the pay for performance system. Through the salary survey there was a cost of living increase. In the step system, the legislature felt compelled to fund. With the pay for performance system, they felt the pay raises were optional. People's salary has been stagnant for years. Audrey said we would love to have your support; because of health insurance increases, many people's paychecks have actually decreased. There have been years where cost of living increases have not happened at all.

Unfinished Business

- Motion to request information – Audrey Newman
- Audrey – motion to vote on a topic Audrey had presented as a letter to the editor in the July 20th Silver and Gold Record about the Regent board secretary's salary. Audrey posed questions in there that have not been addressed, no one has responded. Audrey wants the question answered; she would like to know what the PDQ is for the board secretary. The secretary was an Administrative Assistant III until this promotion. Audrey had three questions she wanted answers to: job description, how it is funded, and have the HR director compare to a comparable classified job. Audrey doesn't trust the CU HR director to do this audit. This may sound terrible, but she understands the pressure to make a justification for this position. She can't imagine this position can earn \$127,000 a year in addition to a recent \$10,000 bonus and a raise.
- There is a 60 to 80 thousand dollar difference in her salary to comparable jobs. Audrey doesn't feel her job is that much more difficult than anyone else. Secretary of the Regents is Millie Cortez.
- Dr Widmann said Ms Cortez is a highly ranked military official and has more than just being a 'secretary', she is an officer of the University.
- Audrey stated, there is a lack of administration to understand that there are lots of people working as hard as Millie is but don't get those big raises, salary and bonuses. So it's insulting to see a highly paid employee get so much money.

- Pat makes a motion that the committee votes to request a copy of the position description of the secretary of the Board of Regents. Debby seconds.
- Paul clarifies - this specific position is actually an administrative position that legislature created, this position is one that reports to 9 elected officials. The secretary serves at their whim. Compared to other board governed institutions, this position is paid close to mid. This position is responsible for quite a few different things. There is a provision for this position in our constitution. There is a description on the position in the Regent's laws. It is a difficult job, you have to keep everybody happy.
- Sue suggested to also request a history of the position, so we can see how it has evolved over time.
- Paul suggested inviting Millie. She has been here before.
- Is it public record for her position, as a professional exempt position, Mary asked?
- Dr Widmann asked, what do you want to do once you get this information? Audrey replied, we want to compare it to similar positions and to see if anything is out of the ordinary; more of an investigative thing. When this report of the state auditor came out, there was no rhyme or reason to how professional salaries are set. When this came out people went ballistic. Is it a matter of just one more salary out of wack, Audrey asked? We don't know, she stated. It's the same thing with a lot of professional positions. The University was called to the carpet on this. Audrey had calls and emails coming into her because other people are scared to raise the issue and her constituents want to know.
- Dr Widmann respects Audrey's courage to bring up the tough issues. There is a continued movement toward increased openness.
- Sue needs a second to motion to have the history of this position included also. Not the person in the position but the paper trail of that specific position. Debby seconded.
- Mary said because this is an officer of the University and they didn't realize that, it would also behoove us to look at the other 3 institutions that have similar positions. Sue said Charlene would have that information. This is not a witch hunt, it is an investigative situation.
- Mary amends the motion to also add researching the three other institutions with elected regents who have a secretary. Doing more research through institutional research. Seconded by Velma. Discussion – none. Vote on the amendment. 6 ayes. 5 abstentions.
- Back to the main motion requesting position and history = 5. opposed 2, abstentions = 4 . The motion is defeated.
- No more unfinished business.

New Business

Adjourn