University of Colorado
Boulder | Colorado Springs | Denver | Anschutz Medical Campus

UNIVERSITY OF COLORADO STAFF COUNCIL
Fall Retreat

Vail Manor Lodge
Vail, Colorado
September 26-27, 2013

Roll Call

Attendees:
- Phillip Bradley (Alt-Boulder)
- Ida Dilwood (Colorado Springs-UCSC Treasurer)
- Dana Drummond (Boulder)
- Erin Foster (Boulder-UCSC Vice Chair)
- Deserae Frisk (Denver-UCSC Chair)
- Carla Ho-a (UCSC Past Chair)
- JáNet Hurt (Alt-Denver)
- John McKee (Boulder)
- Randy Nozawa (Colorado Springs)
- Nancy Sicalides-Tucker (System)
- Tricia Strating (System)

- Rhea Taylor (Alt-Colorado Springs)
- Malaika White (Denver)

Absent:
- Tamika Coleman (Denver-UCSC Secretary)
- Debbie Martin (System)

Guests:
- E. Jill Pollock, Vice President of Employee and Information Services

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Thursday, September 26, 2013

Meeting began at 1:45 p.m. with introductions of attendees.

Council Best Practice Sharing
Colorado Springs
- Staffs are experiencing challenges with articulating exactly what staff council does and value to staff overall.
- Discussion about criteria for exemption of classified positions (funding source, FLSA exempt vs. exempt from state personnel system).
- Keeping separate councils for classified and university staff has some benefits (stronger voice for unique needs) and some downfalls (confusing). The councils work strongly together.
- Working with campus leadership to discuss those questions and concerns presented by staff – parking, dining costs. Parking especially is presenting a great challenge with limited supply and exponentially growing demand.

Boulder
- Campus has begun providing respectful workplace workshops to address issues such as bullying on campus.
- Instead of committee updates during meetings, committee chairs instead incorporate into the agenda and unless there are questions about committee reports, reports are not given during meeting time. This change has enabled the council meetings to progress more efficiently and effectively.

System
- Rethinking role of system staff council to move beyond providing events for staff, to moving forward initiatives that benefit staff, and shifting the internal dynamics of the council.
- Working to develop a new employee orientation beyond SkillSoft training. Using tools such as brochure for staff council to help orient staff to role of the council.
- Council has begun using a shared drive to share council documents.
- Solicited input from staff to find out items for council to address, and created advocacy committee to move items forward.
- CU.edu website is being upgraded and has provided opportunity to post photos of events-moving to creating electronic archive of photos using Flickr.

Denver (EPA)
- Getting back to basics of determining what role the council plays- who they are, what they're doing. So far this year, have revised website, updated Facebook page, developed brochure, and updated the university staff recognition program.
- Created formal committees to focus on particular activities.
- Working to combine meetings to have first part with campus updates, followed by professional development for staff, hoping this will help to encourage attendance.

360° evaluations
- At Colorado Springs, the staff council is pushing for 360° reviews of supervisors.
- Consider possibility of implementing system-wide, but need ensure there is standardized training and second level of review of results to avoid issues of feedback results being skewed based on supervisor's preexisting biases.
  - ☞ UCSC will talk with Jill about possibility of integrating into Total Rewards system.

Demo of Google Hangout
Google Hangout is available with a Google account. UCSC will have a test case sometime before the next meeting. If possible,

Website Review
Tricia Strating is managing the update of the UCSC website. Much of it will be modeled on Boulder's Staff Council website.

Meeting adjourned at 5:00 pm

Friday, September 27, 2013

Meeting began at 9:10 am

Employee and Information Services Updates
E. Jill Pollock, Vice President of Employee and Information Services

New CU Portal
- Provide portal ecosystem that will provide a rich, efficient user experience. Users need to have good services at their fingertips, with ease of access, consistent branding, easy navigation.
- New features include a Managers Dashboard which provides a quick glance to various aspects including alerts, pending approvals, direct reports, training, etc.
- The university is able to provide this via a delivered package instead of a customized and high-price option.
    - o Projected go-live in mid-October
    - o Preview at my.cu.edu.

Health Trust
- Be Colorado Move – 4,425 primary members (employees) participating. Over 60% of those participating received payout in the first month.
- Employees should have received postcards to sign up for biometric screening. The university is choosing to focus on providing incentives for employees to improve health and wellness instead of levying penalties as other institutions do. Health systems (hospitals) have more leeway to require employees to get flu shots, etc.
- Employees will be receiving solicitation for suggestions for improvements to the health plans.
    - o Staff governance representatives are asked to strongly encourage staff participation and inform staff of the importance and value of these comments.

Federal Health Care Reform (handout)
- CU health plans already compliant with many of the health care reform requirements, see pages 3-5 of handout.
- Cost to the Trust for changes is approximately $2 million annually, which is modest in comparison to other institutions' costs and primarily due to benefits already offered.
    - o For those who have waived coverage, the university will be offering a short open enrollment period in November to allow these employees to enroll. These employees will be notified directly by mailing to home.
- Major considerations around requirement to offer coverage to all employees working 30+ hours. This includes adjunct professors, graduate students staff, per diem nurses, etc., but may not include Temporary Aide positions.
- University response to Faculty Council resolution regarding the financial health of the Trust.

University Benefits Advisory Board
- Discussion regarding continued utility of UBAB and its existing advisory structure. What alternatives exist?
    - What does UCSC want to accomplish when it comes to benefits?
    - How to receive input regarding benefits offerings?
    - Change to structure to create a subcommittee of governance groups?
    - Decentralize structure to create campus-based health and wellness committees that review benefits?

A 'Learning' Conversation on Communication and Collaboration
E. Jill Pollock, Vice President of Employee and Information Services
It is important to build collaboration especially when there are inter-campus goals, and when trying to create collaborative outcomes. Collaboration should be the hallmark of UCSC and perspectives of representatives should be of staff, not personal.

The Collaborative Challenge: Making Quality Decisions Together in the Age of Complexity
Matt Koschmann, CU Boulder Department of Communication
https://www.youtube.com/watch?v=iN_A7keXtVg

Handout: SkillSoft resources

Service Excellence Award
Erin Foster (UCSC Vice Chair, SEA Committee Chair), Randy Nozawa (Colorado Springs), Dana Drummond (Boulder), Tricia Strating (System), JáNet Hurt (Denver|Anschutz) will meet to review the issues and will present recommended changes at the November UCSC meeting.

UCSC Goals for 2013-2014
The University of Colorado Staff Council goals for 2013-2014 are:

1. Policies: Review and develop policies affecting staff, including but not limited to the rehire of retirees, essential services employees, and administrative volunteer leave.

2. Career Progression: Develop programs, policies, and practices that promote staff career progression. This may include but is not limited to professional development, professional networking, tuition benefits, and mentoring opportunities.

3. Communication and Outreach: Engage staff to determine the areas of interest and focus for UCSC through the development of a staff survey, and improve the flow of information and feedback between UCSC and university administration and the Board of Regents.

As the overarching principle to guide these goals, the council is focused on moving from goals to action through the achievement of measurable results.

Meeting adjourned at 2:15 pm