



University of Colorado

Boulder | Colorado Springs | Denver | Anschutz Medical Campus

**UNIVERSITY OF COLORADO STAFF COUNCIL
MEETING MINUTES**

University of Colorado Colorado Springs Campus
1420 Austin Bluffs Parkway
University Center Room 307

Thursday, November 8, 2012
10:00 a.m. - 2:00 p.m.

Roll Call

Attendees:

- Stephanie Hanenberg (UCSC Chair)
- Carla Ho-a (UCSC Vice Chair)
- Ida Dilwood (Colorado Springs)
- Carla Rupprecht (Alt-Colorado Springs)
- Tricia Strating (System)
- Dana Drummond (Boulder)
- John McKee (Boulder)
- Malaika White (Denver)
- Erin Foster (Boulder/ UCSC Secretary)
- Deserae Frisk (Denver)
- Danny Felipe-Morales (Denver)

Absent:

- Deidre Green (Colorado Springs)
- Tyson Randall (Colorado Springs/ UCSC Treasurer)
- Leo Balaban (System)
- Debbie Martin (System)

Non-voting members and other attendees/guests:

- Cynthia Pasquale – CU Connections
- Sarah Morehead (Colorado Springs Staff Council)

Meeting called to order at 10:17 a.m.

Motions

- 1. Motion to approve the November 8, 2012 meeting agenda made by Malaika White, seconded by Carla Rupprecht. Motion passed unanimously.**
- 2. Motion to approve October 18, 2012 meeting minutes made by John McKee, seconded by Erin Foster. Motion passed unanimously.**
- 3. Motion to approve revised UCSC meeting schedule (with changes to February and May meetings) made by Tricia Strating, seconded by Ida Dilwood. Motion passed unanimously.**

Treasurer's Report

- Travel expenses are currently at \$839 and are on track to exceed the proposed \$1,800 travel budget. Stephanie Hanenberg mentioned the travel budget should be increased to \$2,500.
- Food expenses average \$200 per meeting; will total approximately \$1,000 for the FY.
- Retreat budget was \$4,000 and the final cost came in at \$3,740.

- Other operating/misc. expenses = \$500
- This would leave \$5,100 for AMC/UCD spring conference.
 - Planning for the spring conference was discussed - Stephanie Hanenberg reminded UCSC reps to contact Chancellors at respective campuses and invite them to the April 12 service awards luncheon (11:30 a.m. – 1:00 p.m).
 - Stephanie Hanenberg will send last year’s agenda to the UCSC email list for reference.

Chair’s Report

- Stephanie Hanenberg will attend the next UBAB meeting on December 7.
- Chair’s Regent Report for the November 14-15 Board of Regents Meeting - will be sent to UCSC email list.

Faculty/Staff Tuition Benefit Request for Input

- Boulder surveyed staff using survey monkey for feedback.
 - Staff would like to see the benefit expanded to community colleges and continuing education for both employees and dependents. UCCS does allow some staff to take courses in certain career-related programs at Pikes Peak Community College.
 - Boulder’s Continuing Education department does offer an employee discount for some courses but Continuing Ed courses fall outside of the faculty/staff tuition benefit program per current APS.
 - Carla Rupprecht stated that some UCCS employees have been denied the ability to use the benefit at the Denver campus.
 - Tricia Strating stated that System Staff Council also sent a survey monkey and received feedback and suggestions:
 - System staff feels the Boulder restrictions are too prohibitive.
 - 9 credit hours not enough; System staff would like an increase.
 - 50% discount for staff, 25% discount for dependents.
 - Flat amount paid by employee upfront CU would reimburse the employee after the course is complete.
 - Ability to carry unused credits forward to the next year.
 - The first-day-of-class registration restriction prevents staff from getting into the classes needed – especially when in a degree program.
 - Boulder exception – “full-time” reference – when it is applied to grad students taking 6+ credit hours, it is not a fair policy. [See graduate tuition rates at Boulder.](#)
 - The benefit is something that is valued as a form of professional development; it should be easier to use. Employees want to be able to take classes to advance in their careers.
 - Expanding credit hours, eliminating restrictions on campuses for dependents, loosening registration times are all common themes.
 - Too many departments are involved in the process.
 - Send suggestions from respective campuses to Stephanie Hanenberg by November 26.
 - Could classified staff afford to pay 50% of their tuition? Would they use the benefit if they have to pay for it?

Volunteer Leave

- This topic will be discussed during the December meeting if we do not have time to discuss it at the end of this meeting.

Safety Presentation – demonstration of UCCS survivor class

UCSC Chair’s Regent Report Overview

- Merit pool – Governor’s budget request recommends a 1.5% COLA.

- Stephanie Hanenberg will mention that UCSC supports the suggestion of a merit pool for classified staff.
- Campus updates – Stephanie would like councils to send unique campus highlights to be included in the report by November 12.
- Report needs to be succinct.
- Boulder’s two resolutions are being addressed – UCSC has decided to table both resolutions.
- Chair will highlight the holiday giving programs occurring on each campus.

Campus Updates

- Denver – UCD/AMC
 - Reported by Deserae Frisk
 - Halloween breakfast was successful – 161 staff attended the event (50% classified staff, 50% professional exempt).
 - Dr. Wayne Casio presented “Generations in the Workplace”.
 - *Adopt a School* winter drive is ongoing.
 - Merging councils (Staff Council and EPA) was discussed with HR Director Kevin Jacobs.
 - There are challenges with traveling between two campuses.
 - UCD/AMC is considering creating districts for representation similar to the way that Boulder Staff Council has divided that campus into areas.
 - Danny Felipe-Morales added that EPA and Staff Council are collaborating more.
- System
 - Reported by Tricia Strating.
 - Staff appreciation event (President’s Employee of the Year award and Years of Service) held on October 26; 30-40 people were recognized. Nathan Chen was named Employee of the Year.
 - Toy drive begins on Monday, November 12 to support children at Buckley Air Force Base. System will host a party for the children in December.
 - System Staff Council’s next meeting is next week; tuition benefit discussion is on the agenda.
 - Staff Council is hosting a suicide prevention brown bag event for staff.
 - Next brown bag – aerospace engineering professors from CU-Boulder will come to talk to staff about the importance of fitness in an aging population.
- Boulder Campus
 - Reported by Dana Drummond
 - Executive committee is exploring the use of Adobe Connect for conference meetings.
 - Boulder Campus Staff Council (BCSC) is asking staff to provide feedback about preferred communication methods to help advertise events.
 - 16th Annual Winter Warmth Coat Drive lasts through November 14. BCSC has partnered with the Boulder Valley Rotary Club to gather and distribute coats.
 - Boulder is still interested in pursuing the resolution addressing merit raises; more information will come after the Boulder full campus meeting on November 14. Boulder’s resolution was written asking for raises for classified staff in both FY 13 and FY14. According to the governor’s budget request and the Talent Agenda, FY 14 seems as though it is being addressed.
 - Other campuses should discuss the topics mentioned in the resolutions with respective councils, but the merit raise resolution has been tabled by UCSC.

Legislative Updates with Kirsten Schuchman, Senior Director of State Relations



110812 legislative updates handout.pdf

- Overview of elections – democrats hold the house and the senate and Colorado has a democratic governor and the leadership of both the house and the senate has changed.
- Changes to Immunity Rights Laws could result in higher insurance rates especially at AMC.
- Budget seems that it will be better this year and the governor has requested more money for higher education.
 - The next step for the budget is the JBC, it will ultimately result in the Long Bill.
- JBC works throughout November and December to work on the budget; the budget gets pieced together in January/February. The final budget should be ready sometime in March. Revenue forecast occurs in March; this could delay the budget.
- DU Study – Colorado will run out of money for everything except K-12 and Medicaid by 2021; CU is exploring ways to get out from under state regulations since state-provided support for higher education is so low.
- It is likely that the legislature will introduce some gun-related bills this year and legislation regarding civil unions.
- Look for the election summary email sent by Office of Government Relations on 11/08/2012.

Campus Updates, Continued

- UCCS
 - Staff Council update reported by Carla Rupprecht
 - Staff Council held a brown bag lunch with staff to address anonymous concerns and questions about merit pay (IT department helped to set up a forum to assist in gathering information from staff).
 - Next brown bag will be devoted to educating staff about opportunities and resources that are available to staff.
 - Staff Council is trying to connect staff members with an organization called Toast Masters for public speaking/professional development classes. There are questions about the cost of the membership fee. Tricia Strating from System suggested there might already be an organizational membership.
 - Staff Council will promote an all-staff “secrete snowflake” gift exchange.
 - PESA update reported by Ida Dilwood
 - PESA sent an email regarding the faculty/staff tuition benefit – responses contained more questions than suggestions.
 - November 07, 2012 - Q & A with the Chancellor – received 100 RSVPs but only 68 staff attended. Much of the discussion revolved around the 1.5% raise mentioned in Hickenlooper’s budget request and the merit raise issues in the Talent Agenda legislation.
 - PESA is reviewing goals:
 - Provide more information to staff
 - Improve website content
 - Bonfils Blood Drive held on October 29-31 was well attended and PESA will host another blood drive on Feb. 18-19
 - PESA will host another all-staff event in December to celebrate, eat, play games, and help disseminate information to staff.
 - UCCS is participating in the holiday service project.
 - It is a program that is designed to help provide students and employees with holiday dinners and gifts who are having trouble providing for themselves.
 - This year there are 27 families on the list.
- Boulder resolution follow-up
 - System asked if individual campuses should consider writing a resolution; System had intended to discuss the possibility of writing a resolution in support of Boulder’s resolution.

- Boulder's resolution on merit raises addresses two different fiscal years (FY 2013 and FY2014); one is potentially impacted by the governor's FY 2014 budget request and one is not. Both FYs are impacted by HB 12-1321. There is also the issue of the cost associated with meeting to make recommendations regarding DPA's salary survey.
- Both resolutions have been tabled; many things have happened legislatively and procedurally.
- The only campus that had a pool for the current fiscal year is UCCS; the other campuses indicated they do not have a pool.
- The Board of Regents cannot do a lot to influence the JBC or the outcome of the Long Bill.
- The Regents could influence non-base building raises; but there are too many questions about the budget implications of the new legislation and outcome of the recent budget proposals.
- Does UCSC want to draft a resolution in support of a non-base building raise pool for classified staff for FY 2013 and beyond?
- There is some hesitancy in moving forward because BCSC has not discussed the resolution or consulted with Boulder's administration.
 - Without this, it is likely a resolution would not progress.
 - UCSC could draft a resolution for each council to take to their respective leadership teams.
 - Before moving forward with a UCSC resolution of any kind, more information is needed.

HR Updates with Jill Pollock (via conference call)

The governor's letter was released last week

- The governor's letter is only a proposal; a lot of discussion and negotiation will occur before the Long Bill is signed in late spring.
- The proposals would be entirely funded by CU for its classified employees.
- The letter includes a recommendation for a 1.5% cost of living adjustment that would be added to base salaries of all classified staff; depending on where an employee's pay ends up within the established salary range and based on the employee's annual performance evaluation rating, the employee might also be eligible for an additional merit increase to base. (Information about the proposed raises is available online under "News" within the November 1, 2012 letter from Kathy Nesbitt to the governor and the Joint Budget Committee, at <http://www.colorado.gov/dpa>.)
- If the employee's salary remains below the range minimum (based on the annual compensation report), the salary would be increased to the minimum of the range. If the employee's salary falls within the range, the salary would not change.
- The letter also included a proposed 10% increase in employer contribution for the state health plan and a 5% increase to the employer portion of the dental plan.
- Kathy Nesbitt's report to the governor indicated that the market for life insurance is \$65,000, but the state's plan is only \$50,000 – classified employees would not see a change even though CU manages its own life insurance.

Merit pay and the Talent Agenda (HB 1321 and Amendment S)

- Amendment S is effective January 1; provisions of HB 12-1321 became effective in September 2012.
- Merit pay system is in effect right now – it allows state departments to administer their own merit plan – CU's plan does not have to look like the state's plan, although it may choose to follow it.
- CU is not close to making recommendations to the Board of Regents about compensation – CU will begin this process in January. CU goes before the Board of Regents in February with a tuition plan and will include a plan about employee compensation and benefits at that time.
- Talent Agenda now that Amendment S has passed

- HB 12-1321: bumping and severance – if we have a reduction of force, only employees currently within 5 years of retirement as of January 1, 2013 retain bumping rights. Those not within 5 years could receive some kind of severance should we have a lack of work situation – health benefits, training, cash compensation (cash compensation cannot exceed one week of pay for each year of service, up to 18 weeks.)
- Changes with Amendment S:
 - Hiring rule of 3 changed to 6 for hiring purposes – expands screening processes used for hiring classified employees.
 - Previously, temporary positions had been capped at a max of 6 months; Amendment S allows the max to increase to 9 months – employees must then take four months off before they are eligible to return.
 - Changes to residency requirements expanded to out-of-state applicants for open positions located within 30 miles of the Colorado border.
 - Personnel Board member terms changed.
 - Veteran’s preference – points can be used more than once but does not apply to promotional opportunities.
 - Exemptions for some positions from the state classified system (does not apply to CU).
- A question was asked about the likelihood of a merit pool for classified staff in FY 2014 – Jill does not know when the Regents will discuss the merit pool possibility.
- In regard to the DPA salary survey and classified staff range adjustments – the cost of implementing the DPA recommendations at CU would be borne by the university.
- HR has postponed its article in *CU Connections* because there are too many unknowns still. CU is gathering information and would like to avoid speculation as the budget process unfolds over the next several months.
- A formal decision has not been made about a one-time raise for classified staff for the current fiscal year. Jill stated that it is not known whether or not individual campuses have a merit pool set aside. CU did give a one-time non-base-building raise to classified staff in October 2011 (FY12), but the governor was not happy with CU for doing so.
- Feedback regarding the faculty/staff tuition benefit is needed by the end of November. Jill is aware that people are using it and stated that CU is interested in improving the benefit. She said she welcomes all ideas, even those that may not appear feasible. CU is looking at the total rewards package offered to employees and evaluating how to improve programs that are most important to staff while balancing the cost of each program with the current budgetary constraints.

Suggested Items for next meeting agenda:

- Volunteer Leave

Meeting Adjourned at 2:00 PM

Next Meeting: 10:00 AM- 12:00 PM on December 13, 2012 via Video Conference