**October Meeting**  
**October 10, 2017**

Main Location: Anschutz Campus – Academic Office Building 1 (AO1), 7th floor Board Rm 7000  
Alt Location: NO ALTERNATE LOCATION AS THIS IS AN IN-PERSON MEETING FOR ALL ATTENDEES  
https://www.ucdenver.edu/about/departments/FacilitiesManagement/Documents/AMC.pdf

**Staff Council’s Main Goal(s):** Promotion of employee tuition waiver improvements, inclusion of PRA’s in years of service award program

**Important Dates / Upcoming Events:** EOM presentations 10/13 (Denver), 10/19 USCS mtg (Boulder), PD Event 10/19 (Anschutz) & 10/27 (Denver), 10/23 Shared Governance mtg (Denver), SA burritos 10/25 (Denver) & 11/15 (Anschutz)

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| 1:00 – 1:05 | Welcome / Call to Order  
- Verification of Quorum – 27 members present  
- Approve Minutes from September  
- All in favor of approving minutes from September  
- Approve Agenda for October  
- All approve agenda for October | Jay       |
| 1:05 – 1:30 | Ongoing Business  
**UCSC system-wide benefit survey (Oct 2016)** – Carissa  
- Annie and Carissa did their presentation on the survey for Staff Council  
- Built payroll queries  
- Only focused on Classified and Unclassified  
- Didn’t deal with faculty  
- $1,000,000 cost estimate per year for parental leave  
- $1,000,000 seems really low – it might be a conservative estimate  
- Not a lot of consistency across the campuses in how they are rewarding parental leave  
- Intentional about including adoption, etc. and being as inclusive as possible  
- Did not intentionally include elderly care  
  - Presented to Faculty Council last Friday  
  - Disseminating amongst the councils this month  
  - Preparing some graphics for our website  
- Will be looking into getting the survey results into the CU Connections survey  
- Then will begin trying to export the data by campus  
- We are continuing to hone down our mission and vision. We have a mission statement worksheet to guide us.  
  - Lisa Landis-  
- The only policy they are revising right now is the “Personnel Authority for Employees Exempt for the State Personnel System”. This is for Jan-April 2018 | Jay       |
|          | Paid Parental Leave update – Carissa & Annie Melzer |           |
• Did an estimate of cost - $1,000,000 per year
• Wanted them to compare Pac12 schools
• Working with Board of Regents – Chair of Budget & Finance – Heidi (CHR)
• Might go to different meetings to present on the topic

**Employee Services presentation to SC on dependent Tuition Waiver Benefit pilot program – Jay**
• Will present at next month’s meeting on this topic for us

**Resolution on improved staff employee tuition waiver benefit – Tim**
• Will present to Staff Council after hearing about Tuition Waiver Benefit program
• Might be similar to what is happening with Paid Parental Leave
• Make it easier for employees to use in addition to dependents
• Make a taskforce in the same way with paid parental leave
• Onbase is the system of record
• Denver/Anschutz is the last institution to get on board with Onbase
• Faculty want some notification of how many students they will have in the class prior to the first day of class

**Suggestion link update – George**
• Exists and has been distributed among some members
• How to implement and start using it
• Signature block unable to do but could add link to electronic signatures
• PLC would be the one to retrieve the suggestions
• Will check inbox once a week
• Where will it go on main Staff Council website?
• Prominent location would be best
• Executive Committee will determine where to put it

**Employee of the Month update – Peter**
• 3 EOM awardees this month
• October 13, 30, 31 @ Denver locations
• New candidates will be sent out this Friday
• 5 candidates for month of October
• Put up flyer in their department to advertise
• Peter will send out the flyer to post – Anschutz winner at Denver, Denver winner at Anschutz
• CU Denver/Anschutz Employee of the Month, not Staff Council Employee of the Month
• Sponsored by Staff Council

**YoS award / PRA’s – Jay**
• Last month proposed a resolution to advocate for PRAs in Years of Service
• Jay reached out to Faculty Council and has not received a response
• Carolyn Brownawell indicated that they don’t have the bandwidth to tackle PRAs at this point
• We include PRAs in Staff Council so should recognize them from a staff perspective

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1:30 – 1:45  **Treasurer’s Report**
• Budget review

Brooke
Initial budget for the year is $27,000
First large expense will be Denver breakfast
Everyone is getting approvals and sending them to Brooke

2:00 – 2:30

SC Standing Committees (60 min)

UCSC (5 mins)
- Annie & Carissa did presentation on survey to Faculty Council and disseminating to all councils
- Preparing graphics for website
- Get survey results
- Lisa Landis advised on policy for personnel authority exempt from state
- Between April and June of next year will look at discrimination, diversity, and sexual harassment
- Working on anti-bullying at all four campuses without impeding on 1st Amendment rights
- From a faculty perspective, politics pay a big roll in relationships with other faculty and students
- Trying to address bullying with student government
- Differentiated from Title IX

Professional Development (10 mins)
- Events coming up on 19th at Anschutz, 27th at Denver
- Communication Styles – Dr. Broadfoot
- Flyers released with registration links
- 56 registered for Anschutz event, not many at Denver
- Other Staff Council documents that can be put out at these events
- Provide to Noah printed versions prior to day of event
- Follow up events regarding what the events are
- Co-sponsored Anschutz Inclusivity Alliance event
- Presentation by Affinity Arts to use interactive theater to help explore different scenarios
- About female faculty member bullying a female student
- Had some impact potentially on faculty
- Interactive and participants felt they learned something
- Teaches you how you could intervene if you needed to
- 50 people present
- Kate Huckaberry chairs the Anschutz Inclusivity Alliance
- Food insecurity event in November – Staff Council support
- Conducted by someone at Kaiser and food donation for food pantry at Denver Campus
- Looking at providing food pantry at Anschutz Campus with toiletries as well
- A lot of frustration on what career advancement can look like
- Trying to include in symposium in April
- Employee’s responsibility to find out ways to make career advancement happen
- How to involve HR on perspective of what works well to integrate into symposium
- Want to bring more people with direct experience in to get involved with symposium

Networking and Campus Engagement (10 mins)
- Back to School Drive for Welcome Center in Aurora – collected 500-600 items
- Block Party – in CU Connections for Anschutz
## Council Meeting Minutes

- Coats for Colorado Drive want mentioned at upcoming Professional Development events
- No holes and in decent condition
- Only take coats, no hats, mittens, etc.
- Aurora Police Station – COMITAS will take hats, scarves, etc.
- Food Bank coming up in February – once dates are nailed down, will make flyer to take to all council meeting

### Personnel / Legislative (10 mins)
- PLC wants to do Town Hall
- Early December or Spring
- Heather spoke at Program Assistant meeting at Denver Campus and they had strong opinions about what it means to be Classified Staff
- Write article about rights of Classified Staff
- Don’t have rights anymore – Phil
- Supervisors being aware of things you are allowed or not allowed to do
- Reach out to Classified Staff to provide feedback through suggestion link box
- Just being a part of Staff Council is something that Classified Staff can do and should be encouraged to do
- The point of authority should be more aware and encouraging (management style)
- Supervisor has to acknowledge that they support participation in Staff Council

### Staff Appreciation (10 mins)
- Denver Breakfast – October 25th
- Anschutz Breakfast – November 15th
- Formstack link to RSVP for Denver event went out this morning
- 192 submissions responding that they will be there
- Halloween-themed event
- Lawrence Street Center – 2nd Floor Terrace Room
- 7am Volunteers
- 8am-9:30am – event
- 40 at one timeslot, 60 at another, etc.
- Group meets the Tuesday before the event
- Will compile volunteer guidelines
- Will email out sign-up genius to everyone
- Jay will provide parking passes for people to go over to event
- Student volunteers for events
- Prize for best costume

### Executive Committee (5 mins)
- Website access
- Karin Rees is going to reach out to each committee to ask if need access to website to update events, pictures, etc.
- Email access – Matt, Tim, and Michelle have access
- Contact Tim if need access to Staff Council email
- Executive Committee needs to review everything that goes out on that email

### 2:30 – 3:00 New Business

#### UCSC Climate Survey
- Carissa and Annie Melzer
- Covered benefits, professional development, and policies

OPEN TO ALL
**Council Meeting Minutes**

- Disseminated one-page sheet with findings at meeting
- Sent out November 2016 to 10,000 university employees
- 31% response rate
- Not much disparity between what was important to Classified vs. University Staff
- ⅔ of people understood their benefits
- More than half of respondents indicated that paid parental leave was very important to them
- Employee tuition waiver benefit – 2/3 of respondents indicated that they plan to use it
- 1/3 of respondents indicated they plan to use dependent tuition waiver
- 80% pursued professional development with majority using Skillsoft, then Employee Services workshops, then Lynda.com
- 70% of respondents feel supported by supervisors to pursue professional development but almost half said they don’t pursue due to not having time
- Can get certifications on Lynda.com
- 51% know where to find current policies
- Reach a wide audience through CU Connections
- Staff Council can help support getting policy review notices out
- 4,664 comments had to be categorized by common theme
- UCSC will continue to look at data and determine disparities
- We will have access to all of the graphs charting the responses and UCSC can provide requested data

**PERA board suggested changes**
- 2010 was last time changes were made to PERA
- Employees contribute 8% of pre-tax salary
- As of January 2017, university puts in 28% of pre-tax pay into PERA pool every month
- Suggestion is for employees to pay additional %3 and university pays additional 3%
- People in system as of 2020 would have 65 year retirement age instead of 60 as it is currently
- PERA not doing as well in the stock market as they need to
- 40% underfunded so need changes to make more financially stable
- PERA board members going on listening tour across the state
- Jay will find out when and where these will be

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**Motions for October 2017:**

Adjourned meeting at 2:53pm