



Council Meeting Minutes

September Meeting

September 12, 2017

1:00pm – 3:00pm

Main Location: LSC 14th floor Chancellor's Conference Room

Alt Location: Nighthorse Campbell Native Health Building

<https://www.ucdenver.edu/about/departments/FacilitiesManagement/Documents/AMC.pdf>

For Remote Locations: <https://ucdenver.zoom.us/j/695780580>

Staff Council's Main Goal(s): Promotion of employee tuition waiver improvements, successful resurrection of years of service program

Important Dates / Upcoming Events: Anschutz Block Party – Wed. Sept 13

<p>1:00 – 1:05</p>	<p>Welcome / Call to Order</p> <ul style="list-style-type: none"> • Verification of Quorum <p>22 members present Kaylene McCrum present</p> <ul style="list-style-type: none"> • Approve Minutes from August <p>No questions regarding August agenda</p> <ul style="list-style-type: none"> • Approve Agenda for September <p>Motion to approve and second agenda</p>	<p>Jay</p>
<p>1:05 – 1:45</p>	<p>Ongoing Business</p> <ul style="list-style-type: none"> • Monthly meeting attendance guidelines • 3 unexcused absences accepted, more will result in being dismissed from Staff Council • Email Jay and Amy prior to meeting if unable to attend • Paid Parental Leave update • Carissa is Staff Council member on this committee • No update currently • Employee Services presentation to SC on dependent Tuition Waiver Benefit pilot program • Dependents can go to any campus within system • Can sign up prior to first day for courses • Over 1,200 dependents signed up this Fall 2017 • Employee Services unable to come to this meeting due to having to rehire someone for this position • Feedback from sub-committees on assignments from August (budget asks & goals) • Brooke has only heard from two groups regarding budget asks <ul style="list-style-type: none"> ○ PD – Noah ○ Not asking for anything beyond what was asked for in last round ○ Symposium will be main budget item without specifics on how much will be necessary yet ○ Will be ordering food and will have to pay for clean up ○ Goals will include concepts of career advancement ○ Need to learn further what everyone's sense of career advancement should be 	<p>Jay</p>



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	<ul style="list-style-type: none"> ○ Will survey what people think within Staff Council of career advancement ○ Send opinions about what career advancement means to you to Noah by email ○ Identifying your personal career advancement (weaknesses, strengths, etc.) ○ Gaining an understanding from leadership regarding what is important for career advancement (Ryan) ○ Finding a new career within the CU System through mentorship, etc. (Ingrid) ○ What is the promotion pathway in various departments, title change, salary, etc. ○ Teaching basic skills within resume writing, interviewing, etc. to change departments (Chris) ○ PLC – George ○ Goals to connect with government relations ○ Will not request increase or decrease with budget ○ Conducting two town halls with Regents ○ NCE – Matt / Ingrid ○ Budget – asked for 10 percent back that was taken out of budget ○ Goals of looking at sustainability with Outdoor Colorado event next year ○ Full-time staff who work with sustainability at either campus (Facilities person as well) ○ Send those contacts to Ingrid ○ Initiative in October for bike to work ○ SA – Peter ○ Budget to stay the same ○ Goals are for recognition and marketing and branding of Staff Council (mascots) ○ Executive Committee ○ Budget request for OIT fees, eComm license, travel fees, etc. ● Suggestion link update – George ● George clarified some language with the radio buttons, etc. ● Not sure where responses are going in Formstack ● George will confirm and get back to us on this ● Employee of the Month update – Peter ● Schedule winners from January through August ● August winner is Cindy Walker ● Two team meetings in September to congratulate the winners ● Gift cards only available for January through March ● 5 nominations for month of September ● Will start holding monthly voting ● Anschutz Block Party – Photo opportunity booth for EOM, printing out flyers 	
<p>1:45 – 2:00</p>	<p>Treasurer’s Report</p> <ul style="list-style-type: none"> ● Budget review ● Between our regular budget – started at \$27,000 ● Plenty of extra shirts ● All sizes – men’s and women’s ● Banners and tents for Anschutz Block Party ● Preparation for next year’s budget ask 	<p>Brooke</p>



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<p>2:00 – 2:45</p>	<p>SC Standing Committees (60 min)</p> <ul style="list-style-type: none"> • UCSC (5 mins) • Annual planning retreat at Inverness Hotel in Lone Tree • Discussed what did and didn't go well for 2016 • Changed officers this year • Nancy Moore is Chair for this year • Tara Dressler is Secretary • Nick Lockwood is Treasurer • Working on a Communications Officer • Parental Leave working group • Staying on top of tuition benefit • Planning for service excellence awards for next year (Boulder hosting on April 13th – 8am-2pm) • UCSC meets again next Thursday • Professional Development (10 mins) • Talking about events coming up in October – Anschutz on 19th, Downtown on 27th – Student Commons 1600 • Kristen Broadfoot – Male/Female Non-Verbal Communication • Career Advancement/Career Development discussion • Symposium and vision for it • Event on September 19th co-sponsoring with Anschutz Inclusivity Alliance (interactive workshop and performance to explore bias and power) – Fulginiti Pavilion @ 12pm • Matt can send out information to all staff regarding event • Staff Council volunteers at professional development events to sign people in, etc. – 11:30am-1:30pm • Karen Fennell will send a calendar invite and could use Doodle to get volunteers to sign up • Networking and Campus Engagement (10 mins) • Anschutz Block Party – water pong and serving popcorn • Taking pictures for EOM • Tracey confirmed enough volunteers have signed up to attend • Doing Coats for Colorado in October and November • Sign up for bins will go out soon • School Supply Drive is over • If having trouble getting school supplies over, Networking & Campus Engagement can assist • Mariana from Campus Engagement was great to work with • Downtown Block Party was also successful • Personnel / Legislative (10 mins) • August meeting cancelled due to conflict • Previous updates are all they have at this time • Ryan wants to set up regular meeting to discuss what is coming from UCSC • Staff Appreciation (10 mins) • Employee of the Month is biggest focus • Breakfast Burrito give away on October 25th for Denver, November 15th for Anschutz • Handling logistics of this event including room set up, presentation in background, reservations for event • Cheapest most effective way to handle the event is to give out burritos • Vegetarian options which include eggless option • Meeting 26th of September at Anschutz – Krugman 	<p>Chair or Secretary</p>
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	<ul style="list-style-type: none"> • Incentives for Anschutz Block Party – magnets for CU sports calendar • Executive Committee (5 mins) • No major updates • Jay goes to monthly governance council meetings • New leaders in all of the other councils • Meet & greet event • Wellness center initiative going well scheduled to open next Spring 2018 • Next meeting coming up in October • Karen & Chris conducting elections for three people and trying to fill positions quickly • Will review attendance and tentatively hold a new election in December • Cap on excused absences? If unable to attend any meetings, then probably shouldn't be on Staff Council • Allowed three absences per year (potential exceptions for FMLA, etc.) • One meeting per campus as an in-person meeting per year – October 10th at Anschutz will be mandatory in-person • Academic Office 1, 7th Floor, Rm 7000 • Next Spring will have one meeting on Denver campus • Jay can assist with parking passes for the Denver campus 	
<p>2:45 – 3:00</p>	<p>New Business</p> <ul style="list-style-type: none"> • Years of Service award program – PRA's • Carolyn Brownawell reported that HR has no plans of including PRAs for Years of Service program • PRAs should be included in the program and we should advocate for that • PRAs may feel that they have more connection to staff than faculty • Conduct our own Years of Service program for PRAs • Great deal of work to get staff list updated • Kaylene will talk to Carolyn to ask about why they were excluded (they are considered faculty positions but they identify with staff) • Able to serve on Staff Council then should be included with Years of Service • Motion to have PRAs included in Years of Service program and that we advocate for it (Shawna) and seconded by Noah – all in favor, none opposed 	<p>OPEN TO ALL</p>
<p>Parking Lot</p>	<ul style="list-style-type: none"> • Resolution on improved staff employee tuition waiver benefit – Tim Oakberg • On paternity leave and will not return until mid-October • Jay will reach out to him to see if he has worked on this • Ryan would be happy to assist due to his connection with Business School faculty • Climate Survey • Presented by Vice Chair for UCSC • Conducted last fall • Next month's UCSC meeting will discuss disseminating at campuses 	



Staff Council
UNIVERSITY OF COLORADO
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Motions for September 2017: Motion to adjourn at 2:30pm