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


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<th>1:00 – 1:05</th>
<th>Welcome / Call to Order</th>
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<td>• Verification of Quorum</td>
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22 members present
Kaylene McCrum present

• Approve Minutes from August

No questions regarding August agenda

• Approve Agenda for September

1:05 – 1:45 Ongoing Business

• 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
  • 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

Jay
Council Meeting Minutes

- 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

1:45 – 2:00  Treasurer’s Report

- 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

Brooke
<table>
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<tr>
<th>Time</th>
<th>SC Standing Committees (60 min)</th>
<th>Chair or Secretary</th>
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| 2:00 – 2:45  | **UCSC (5 mins)**<br>Annual planning retreat at Inverness Hotel in Lone Tree<br>Discussed what did and didn’t go well for 2016<br>Changed officers this year<br>Nancy Moore is Chair for this year<br>Tara Dressler is Secretary<br>Nick Lockwood is Treasurer<br>Working on a Communications Officer<br>Parental Leave working group<br>Staying on top of tuition benefit<br>Planning for service excellence awards for next year (Boulder hosting on April 13th – 8am-2pm)<br>UCSC meets again next Thursday<br>**Professional Development (10 mins)**<br>Talking about events coming up in October – Anschutz on 19th, Downtown on 27th – Student Commons 1600<br>Kristen Broadfoot – Male/Female Non-Verbal Communication<br>Career Advancement/Career Development discussion<br>Symposium and vision for it<br>Event on September 19th co-sponsoring with Anschutz Inclusivity Alliance (interactive workshop and performance to explore bias and power) – Fulginiti Pavilion @ 12pm<br>Matt can send out information to all staff regarding event<br>Staff Council volunteers at professional development events to sign people in, etc. – 11:30am-1:30pm<br>Karen Fennell will send a calendar invite and could use Doodle to get volunteers to sign up<br>**Networking and Campus Engagement (10 mins)**<br>Anschutz Block Party – water pong and serving popcorn<br>Taking pictures for EOM<br>Tracey confirmed enough volunteers have signed up to attend<br>Doing Coats for Colorado in October and November<br>Sign up for bins will go out soon<br>School Supply Drive is over<br>If having trouble getting school supplies over, Networking & Campus Engagement can assist<br>Mariana from Campus Engagement was great to work with<br>Downtown Block Party was also successful<br>**Personnel / Legislative (10 mins)**<br>August meeting cancelled due to conflict<br>Previous updates are all they have at this time<br>Ryan wants to set up regular meeting to discuss what is coming from UCSC<br>**Staff Appreciation (10 mins)**<br>Employee of the Month is biggest focus<br>Breakfast Burrito give away on October 25th for Denver, November 15th for Anschutz<br>Handling logistics of this event including room set up, presentation in background, reservations for event<br>Cheapest most effective way to handle the event is to give out burritos<br>Vegetarian options which include eggless option<br>Meeting 26th of September at Anschutz – Krugman
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<th>2:45 – 3:00</th>
<th>New Business</th>
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<td>• <strong>Years of Service award program – PRA’s</strong></td>
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<td>• Carolyn Brownawell reported that HR has no plans of including PRAs for Years of Service program</td>
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<td>• PRAs should be included in the program and we should advocate for that</td>
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<td>• PRAs may feel that they have more connection to staff than faculty</td>
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<td>• Conduct our own Years of Service program for PRAs</td>
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<td>• Great deal of work to get staff list updated</td>
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<td>• Kaylene will talk to Carolyn to ask about why they were excluded (they are considered faculty positions but they identify with staff)</td>
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<td>• Able to serve on Staff Council then should be included with Years of Service</td>
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<td>• 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</td>
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<td>• <strong>Resolution on improved staff employee tuition waiver benefit</strong> – Tim Oakberg</td>
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<td>• On paternity leave and will not return until mid-October</td>
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<td>• Jay will reach out to him to see if he has worked on this</td>
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<td>• Ryan would be happy to assist due to his connection with Business School faculty</td>
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<td>• <strong>Climate Survey</strong></td>
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<td>• Presented by Vice Chair for UCSC</td>
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<td>• Conducted last fall</td>
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<td>• Next month’s UCSC meeting will discuss disseminating at campuses</td>
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Motions for September 2017: Motion to adjourn at 2:30pm