Engineering Staff Council Meeting Agenda
November 9, 2023; 2:00 - 3:00 p.m.
ECAD 109/Clark Conf Room or Zoom: https://cuboulder.zoom.us/j/93575694437

1. Roll Call/Check In – Welcome! 2:00-2:05 p.m.

2. General Items 2:05-2:20 p.m.
   a. Chair update – Becky/Brooke
      - Faculty Governance Council leadership meeting was 10/19
        o Just over a year old, 13 voting members (6 departments and ATLS, and 6 other members)
        o Shall serve as an advisor on faculty issues to the Dean. Starting with core curriculum proposal, equitability of funds, and salary discrepancies within department heads.
        o Looking to partner with FGC on issues like staff retention and salary discrepancies
      - CEAS Engagement Survey
        o Monique had a meeting with Admin Council to share results with department heads
        o Can share the presentation with ESC as well (30 minute minimum)
        o Campus is asking the college to have one action plan for everyone. Team from ICC, ESC (Kathy and Emily), and FGC will be making this plan, due in December
        o [CEAS Engagement Survey Results]
      b. ESC Budget Update – Brooke
         - CEAS Staff Council Budget.xlsx Add expenses within a week of purchasing
         - Community building Fall budget $1,000
         - Other committees budget $500
         - Community Building week $2500
         - $1100 remaining after these projected expenses
      c. Inclusive Culture Council update – Madison
         - Sept and October meeting rolled into one
         - Aligning the purpose of ICC
         - CEAS DEI goals for 2021 are being retired and will be aligning with the strategic plan that is now in place
         - Meeting notes from Madison can be found in the shared drive
      d. College updates – Alisha/Monique
         - Annual college awards are due Nov 27th including the staff of the year!
         - Cornerstone has been rolling out with a deadline of 11/22. There are office hours every Tuesday at 11 am if you need info
• Holiday Party on Dec 6\textsuperscript{th}, \textcolor{red}{RSVP} by Nov 19th!
• Dec 14\textsuperscript{th} Boulder Staff Council Breakfast 7:30-10 am in Glenn Miller
• Canned Food Drive happening now!
• Blood Drive is coming Nov 14-16\textsuperscript{th}
• Researchers will now be supported by Boulder Staff Council
• Campus has now finished their \texttt{supervisor training program}, anyone who is leading people should check it out! Focused on staff but there will be a faculty focused training (required for leadership team, top 50 at least). Hoping that it will cascade through the departments and all faculty will attend! Researchers are not represented in any other group.

3. Updates from Committees
   2:20-2:40 p.m.
   a. Community Building – Jon
      • \texttt{Monthly report}
      • Alex will unfortunately be leaving ESC due to new responsibilities
      • Burritos for staff on Nov 29\textsuperscript{th} on Main, East, and Will Vill
      • Halloween Social was a hit! About 40-55 people showed up
      • Are volunteers being used effectively? Should we have as many as we do?
      • Well decorated! And a fun event!
   b. Retention – Anna and Madison
      • \texttt{Monthly report}
      • Faculty computer purchasing program, can we implement this for staff?
      • Any interest in collaboration with Workplace Culture and Policy
      • Working on the culture of recognition within departments and ESC
      • There are ways to nominate employees for awards and there is a peer-to-peer recognition system in the works. There is a kudos award in ME as well
      • Staff incentive award is easy to do but no one does it! Let’s change that
      • Staff incentive award: monetary (up to $500), shoutout in the newsletter, and signed certificate from Keith and is a rotating award. You need to have a speedtype to pull the money from
      • Staff recognition award: yearly award
      • Can always recognize people in the HR newsletter, just need a short blurb/nomination
      • Can we communicate to departments that they should set aside the money for staff incentive awards? This should be an ESC recommendation. (HR would support that recommendation!)
      • Should we put together a book about how to supervise staff? ESC recommended!
   c. Workplace Culture & Policy - Emily
      • \texttt{Monthly report}
      • Engagement survey action planning team is still ongoing with Monique
      • Policy research project, ongoing research about what policies exist
• University staff vs classified staff information session, is the entire ESC interested or should it just be a Workplace Culture and Policy and Retention committees session?
• Are awards and policies the same for classified and university staff? Engineering college awards are for both staff types, leave policies that are pushed out by campus are the same, and there are only differences in the vacation accrual, benefits for the staff, and hourly vs. salaried employee restrictions.
• Engagement survey committee updates: The action plan for faculty and staff should be different but perhaps the topics will be the same
  1. I have some suggestions on focus areas based on our last discussion, and would like to hear your thoughts as well:
  2. Engagement: “During the past six months, I have not seriously considered leaving CU Boulder for Another job.”
     a. Overall 3.80
     b. Staff 3.59
     c. Faculty 3.94
  3. Career Growth: “The orientation process used by my work unit prepares new employees to be successful.”
      a. Overall 4.12
      b. Staff 4.19
      c. Faculty 4.07 (3.92 for faculty only question “The orientation process for new faculty is effective in preparing them to be successful.”)
  4. Retention: “CU Boulder does a good job of retaining its more talented faculty and staff.”
      a. Overall 3.32
      b. Staff 3.00
      c. Faculty 3.54

4. Other Topics 2:40-3:00 p.m.
   a. Topics from ESC members or other staff

5. Next meeting: Dec 7, 2023. 2 p.m. Clark Conference Room or Zoom
   a. Keith will be here!! Think about topics you want to discuss with Keith.