Engineering Staff Council Meeting Agenda
February 6, 2024; 2:00 - 3:00 p.m.
ECAD 109/Clark Conf Room or Zoom: https://cuboulder.zoom.us/j/99808758467

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
      • Election activities will start in March
        1. Start thinking about running for positions or who you want to nominate!
      • Admin Council Jan 21 – Becky attended
        1. Director of health and wellness and others in attendance. Good connections in Admin Council
      • Admin Council March 4 – Becky and Madison will attend
        1. Madison present Retention committee Recommended Best Practices for Utilizing Staff Awards & Cultivating a Culture of Appreciation
      • New staff orientation – Brooke will attend on 2/15
      • Health & Wellness Services – Jon and Becky met with Kat Dailey
        1. Director of Health and Wellness. After the reorganization, they can support faculty and staff too. FSAP is part of Health and Wellness Services.
   b. ESC Budget Update – Brooke
      • CEAS Staff Council Budget.xlsx
        1. Committees still have $500 to spend (the Community Building Committee has $1K per semester). The money allocated is the committee’s to spend, you can seek approval within your committee no need to go to the general group.
   c. Inclusive Culture Council update – Madison
   d. College updates – Alisha/Monique
      • Coaching sessions for performance evaluations. Supervisors and HR Liaisons need to complete the coaching sessions.
      • Alisha is out starting after 2/16. You can email ceashr@colorado.edu with any questions and they will route appropriately
   e. Engagement Survey Working Group – Kathy/Emily
      • Listening sessions will commence shortly

3. Updates from Committees 2:20-2:50 p.m.
   a. Community Building – Jon
      • Monthly Report
      • ESC Cereal Bar Sign-Up.xlsx (sharepoint.com)
      • Meets second full week Fridays, come join us!
• 2/21 Cereal Bar in Clark from 9-10 am
   1. Looking for 2-3 volunteers to attend and help
• Starting a 21-day gratitude challenge (ending right before Pi day)
• We will share communication channels with Health and Wellness
• Pi Day in Clark 3/14 2-3 pm
• Fiske has an Earth Day showing where climate change in Boulder is the focus
   1. $600 for a one-hour show, potentially in conjunction with faculty to lower cost
b. Retention – Anna and Madison
   • Monthly Committee Report
   • The best practices document is in full swing and is getting presented to Admin Council on March 4th
      1. The document will be posted on ESC website and sent to departments
   • Next meeting on March 7th
   • Listening sessions in conjunction with Workplace Culture and Policy
c. Workplace Culture & Policy - Alana
   • Monthly Committee Report
   • Partnering with Retention Committee, helping with listening sessions.
   • Stay interview training and share-outs. Staff and faculty who supervise staff in particular. Hopefully getting these scheduled for April before end of the year busy-ness. Why do staff want to stay in the role they are in
   • Lunch and learn training for supervisors. Supporting HR with this training and implementation

4. Other Topics 2:50-3:00 p.m.
   • Topics from ESC members or other staff
      1. All-college meeting activity follow-up. When can staff expect an update on the activity?
         a. The presentation was shared in a Saturday Digest (went out on a Monday). Only Keith’s slides were shared. The wellness portion was not shared.
         b. Health and Wellness services will share the results of this activity. They want to use these results to guide the events that Health and Wellness offers, specifically to Engineering.

1. Next meeting: Tuesday, March 5, 2 p.m.
   a. Keith and Medford will be in attendance
      i. Topics? Make sure the topics are actually Keith/Medford questions, not just HR so we can make the most of our Keith/Medford time.
ii. Zoom option as always, but getting people in the room would be good for our image.

iii. Collaboration with Business School? How can Engineering collaborate with Business? What was the outcome of the discussion?

iv. Strategic Plan update?
   1. Getting department input on their specific strategic plans

v. Do Keith and Medford see the exit interviews that are conducted? Where do the exit interviews go?

vi. If we can also get an update on the training that's being rolled out to the top 50 leaders and when that will be expanded, that might be helpful.

vii.