

Boulder Staff Council Minutes

August 14, 2013 ARC 620

Full Council

Attendees: Bradley Albus, Mary Alford, Janet Baker, Oma Bankston, Amaury Batista, Morgan Bays, Philip Bradley, Dom DeVangel, Christian Dino, Sarah Douvres, Laura Edlin, Erin Foster, Joshua Firestone, Erin Foster, Joanna Iturbe, Beth Kroger, Dana Kusjanovic, Gregg Lundgren, Vonda Maki, Tatevik Madoyan, Kat McGovern, John McKee, Nick O'Connor, Greg Roers, Denise Thomas, Lori Jackson

Absent: Jennifer Davis, Dana Drummond, AJ Gilmore, Serena Leland, Sharon Vieyra, Randi Voila

Visitor(s): Alana Murphy, UCOM – videotaping approximately 10 minutes of meeting, to be used for creation of HR video demonstrating department activities at Boulder.

Call to order / roll call: 12:15 Quorum present

Approval of July 10, 2013 minutes

- All approved, no discussion.

Co-Chair's Reports and Announcements – McKee – from July CEC

- Chancellor's fundraising is up 17%, hopeful to receive \$52-\$54 million. Projected goal from CEC is \$85 million.
- Jeff Cox New colleges – environmentalist/sustainability hopeful for FY 16. Media-Communication-Information, plan to go before the Board of Regents in spring, 2014, hopeful to roll out FY 15.
- Bronson Hilliard – Communications update
- Carolyn Himes – Office of Industry and Special Opportunities: To more readily connect the university with industry partners in research collaborations, student internships and joint initiatives which will make positive contributions to the state and local economy.

Treasurer Report

- Foster had presented the treasurer's report to council prior to today's meeting for review. The FY14 budget had been approved at the SC Executive Board meeting on July 24th, 2013. Full council accepts and approves FY14 budget.

Human Resource Report

- Roxanne Steinmann – Smoking ban becomes effective August 19th, 2013. From FSAP director FAQ's available on HR/FSAP website. 20 designated smoking locations are available. Several smoking cessation tools available.
- Brett Rogers, HR Office of Employee Development – Thanks SC for their support and help in promoting Leadership and Management Certificate Program. 35 persons are currently enrolled, including staff from each vice chancellor's area and various levels of position responsibility. HR has hired two additional trainers. Brett will be guest speaker at SC September 11 meeting to share information on new HR initiatives, additional management and leadership development programs that will help ensure all supervisors are prepared to handle opportunities and challenges at UCB.

Vice Chair Report

- Brett Rogers – HR Office of Employee Development will be the September 11 special guest speaker on issues mentioned above by Roxanne.
- Dan Montez and Gloria Timmons will be October 9 special guest speakers bringing policy on rehiring retirees and discussion.

Action Items

- The CU Rec Center Wellness Program invites a SC member to join the Wellness Program committee which will meet once monthly to discuss new opportunities and direction for the program. Joshua Firestone voices interest and will contact Rec Center.

Delegate Reports	
Christian Dino	Boulder Campus Planning Commission http://fm.colorado.edu/planning/bcpc/ Meeting: July 11, 2013 Regent 302 Approval of Meeting minutes from May 9, 2013 Chair's Report and Announcements Naming of Kittredge (Central & West) <ul style="list-style-type: none">• Kittredge west is to be re-named after Chief Niwot• Kittredge Central is to be re-named after Chief Little Raven• Due diligence appears to be completed including contacting and support of families as well as the American Indian Advocacy Group.• Recommended that they work with tribes for any artwork to correspond within the buildings so that it is consistent with the tribe that it is named after. Quarterly Report Update <ul style="list-style-type: none">• August meeting will have football operations center (expansion on dal ward) and Center for Academic Success (building on Euclid Auto Park) on docket for approval.• SEEC building (formerly MaCalister) is awaiting GMP and expects to break ground in fall.• Other items in the quarterly report 7 pages
Dom DeVangel Bradley Albus	Boulder Faculty assembly http://www.colorado.edu/FacultyGovernance/ There are no BFA meetings during the Summer semester. The next full BFA Assembly meeting will be on September 5, 2013 @ 4:00pm in the University Club Lounge, Room 106.
Dana Kusjanovic	Chancellor's Accessibility Committee http://www.colorado.edu/odece/campusclimate/cac.html Planning fall retreat. Reviewing actions and responses of Chancellors committees of this unit.
Randi Viola/John McKee	Chancellor's Executive Committee http://fm.colorado.edu/planning/Glossary/ChancellorsExecutiveCommittee.html <ul style="list-style-type: none">• Meeting of 8-14-13. Larry Levine, OIT, hired specialist to help identify and gain focus on OIT goals.• Vale indicated campus smoking policy is still under review regarding Ecigs (electronic cigarettes), unclear as if the vapor is harmful. SC discussion arises with concerns of enforcement, choice of designated smoking locations, other tobacco products, etc.• Several phishing emails have been received into CU mail. Opening

	<p>phishing email is very problematic. OIT will monitor to see which CU users are opening suspicious email. Report suspicious email to: phish@colorado.edu</p>
Erin Foster	<p>University of Colorado Staff Council https://www.cu.edu/StaffCouncil/</p> <ul style="list-style-type: none"> • UCSC meeting has been rescheduled for August 15th.
Tatevik Madoyan	<p>University Benefits Advisory Board https://www.cu.edu/pbs/ubab.html</p> <ul style="list-style-type: none"> • UBAB will meet next on August 16th. • Per email from UBAB Chair, President Benson has chosen the new member for the Health Trust Board, John McDowell, from CU School of Dentistry. • A continued discussion takes place among SC members regarding possible violation of UBAB's nomination of Jeff Zax. • Foster comments that the UBAB nomination of Jeff Zax was discussed at the UCSC May, 2013 meeting while Madoyan states the nomination was not discussed until June, 2013. • Madoyan – Erin (Foster) had discussion with Jill (Pollock) regarding the possible UBAB violation in process of nomination of Jeff (Zax). • Madoyan – Did not receive clarification when asked about the nomination process, however Madoyan did get email from Jill sent to faculty on June 5th asking for nominations for any other faculty except from UBAB. UBAB nominated Jeff after June 14th. It was discussed in the July, 2013 SC Executive Board to revise the process where it would be more transparent and not confidential. • Foster – ‘The UBAB nomination was actually discussed at the May UCSC meeting’. • Madoyan – ‘It was in July’ • Foster – ‘No, you misunderstood me’, ‘the UCSC meeting; University of Colorado Staff Council; we actually discussed it in May. So if Zax wasn't nominated until June, how would UCSC know about that in May’? • Madoyan – Had sent letter to SC chairs after June 14, asking for support of Zax. • Foster – Wishes to verify that UBAB ‘did in fact, make a nomination prior to Jill sending out the June 5th email it was discussed at the UCSC meeting in May. Would that make sense?’ • Foster – ‘as I understand it, Jill stands then; UBAB made the nomination before the nominations were open.’ • Madoyan – Jeff was discussed being nominated having closed doors after everyone left. Questions of how others feel about Jeff, can UBAB nominate him, can SC be asked to support UBAB? The meeting was on June 14th. • Foster – felt it strange having UCSC discuss Jeff's nomination in May. ‘It was pretty formal, Stephanie put it up for a vote.’ • McKee – Jill said UCSC could not vote on it because no one else had presented a candidate. • Kroger – Asks why staff councils were not notified that there was a nomination for process. It appears notice went to faculty and not to staff. It appears staff had not been represented. • Foster – Will present questions to UCSC on August 15. Pollock will be

	<p>present, talking about the trust. After Jill presents, Bruce Newman will talk about concerns of rate setting methodology used by the Trust. A member of University Council will speak about governing rules that the trust follows when determining setting rates and trustee appointments.</p> <ul style="list-style-type: none"> • Comments continue until Parliamentary requests next agenda item. • Roers comments that the Health Trust is a private/public partnership, the typical shared governance is not always a best fit for contributing. • Foster and Madoyan will look into the concerns around process of Health Trust nominations and report back to full council.
Sarah Douvres	<p>Special Report - Bylaw Review Adhoc The bylaw review is complete, proposed changes are being edited and will be presented to executive council for review.</p>
Committee Reports	
Christian Dino Greg Roers	<p>Awards Committee Crown Trophy owner, Gary Jaycox, attended the July 22nd meeting presenting the latest trends in recognition awards, examples of university requests and statistics of award programs in place.</p> <p>Accomplishments from last year</p> <ul style="list-style-type: none"> ▪ Modification to the years of service recognitions to be inclusive of cumulative years of service as opposed to continuous. ▪ Creation of banners highlighting the past winners of the chancellor's award and overall staff donations through numerous charities. ▪ Creation and publication of articles highlighting efforts of staff who have gone above and beyond. ▪ Bullying in the workplace workshop in collaboration with the Ombuds office. <p>Goals for this year</p> <ul style="list-style-type: none"> ▪ Continuation of articles highlighting above and beyond efforts of staff. ▪ Exploration of new ideas to highlight staff achievements. ▪ Work with athletics on staff appreciation events. ▪ Continue researching CU archives for past staff achievements.
Dana Drummond John McKee	<p>Communications Committee Brown Bag: We are compiling a sheet for area reps to hand out with all committee goals and accomplishments. What council can and cannot do for constituents. Also include the top three to five survey results and how we plan to address. We plan to keep this information for distribution later in the year (progress).</p>
Dom DeVangel Vonda Maki	<p>Outreach Committee The Ice Cream Social planning is complete. The social will be on the East side of C4C, Brandon will DJ again this year and we have approximately 17 vendors that will participate. The Survey Monkey for the ICS duty roster will go out on Monday, Aug 2. We have decided to collect school supplies in partnership with Crayons to Calculators. These supplies will be distributed to children in need in the Boulder Valley and St. Vrain Valley School Districts. Collection dates are August 19 through September 12.</p>

	<p>We are still working on details of the Winter Breakfast and Spring Luncheon. We hope to have more specifics after our next committee meeting sometime in September.</p>
<p>Beth Kroger Nick O'Connor</p>	<p>Payroll, Benefits, Retirement, Legislative Committee Gloria Timmons, HR will attend the August 21 meeting to provide info on discussion of transition from classified to university staff. PBRL Committee met July 17th. Discussion included:</p> <ol style="list-style-type: none"> 1) UBAB Update. General overview for new members and discussion of whether or not endorse UBAB candidate for the Health Trust. Moved to refer issue to Executive Committee. 2) Policy revision for retiree rehires. Nothing to review yet, but will keep an eye on that. 3) Reviewed By-Laws and PBRL Committee Description as well as HR goals and Staff Survey results. Committee brainstormed and prioritized issues/goals for upcoming year. They are as follows: <p><u>ON-GOING ACTIVITIES:</u></p> <ol style="list-style-type: none"> 1. Research constituent questions as they arise 2. Monitor Retiree Rehiring Policy revision 3. Support efforts of others related to Tuition Benefits (follow up on PBRL recommendation to UBAB) <ol style="list-style-type: none"> a. UBAB recommendation to adopt pilot program across University b. UCSC efforts (if any?) 4. Monitor legislative issues as they arise <p><u>2013-14 GOALS:</u></p> <ol style="list-style-type: none"> 1. Oversight/Advocacy and Communication related to Classified – OEP transition for staff <ol style="list-style-type: none"> a. Action - Report results/issues to PBRL to be acted upon or provided to BCSC as appropriate 2. Brown Bag Learning Lunches for Staff <ol style="list-style-type: none"> a. Action - Prepare plan for year and budget request for SC approval. Implement plan if approved 3. Healthcare: Understand Coverage/System/Mandated Coverage Impact and Recommend Improvements if any <ol style="list-style-type: none"> a. Action - Recommendation/Resolution to UBAB <p><u>Other Priorities Identified (if time allows):</u></p> <ol style="list-style-type: none"> 1. Research, communicate and promote wellness opportunities for staff 2. Childcare and eldercare 3. Better understanding of who does what/how decisions are made and processed/how PBRL can plug into systems; and strengthening relationships with key departments and people (including legislature).
<p>Randi Viola Gregg Lundgren</p>	<p>Blood Drive Blood drive September 9, 10, 11, 12 UMC 382-386</p>
<p>Greg Roers</p>	<p>Special Committee – Respectful Workplace Campaign Merlyn Holmes has taken lead gaining interest in participation from BFA, HR, several Vice Chancellors, academic and staff support units. The group will meet August 26. UCB Ombuds is developing a research component in able to later provide documentation of program success.</p>

New Business:

- Bernerd Bicknell, Representing Facilities Management (FM) Custodians, present to appreciate the completed July 2013 'Custodial Green Cleaning Certification'. Bicknell requests council's promotion for the training's continuance and expansion.
- Kroger – will place topic on PBRL agenda for August 21 meeting.
- Kusjanovic – Amy Beckstrom of HDS spoke to Office of Registrar's meeting, presenting dining services information, campus cash, etc. Kusjanovic asks for show of hands for interest in campus cash being placed on the Buff One Card through payroll deduction. After brief discussion, the majority of council would choose not to utilize this option if available.

Adjournment: First and second motions to adjourn 1:40 p.m.

Respectfully Submitted,
Lori Jackson
UCB Staff Council Administrator