

**Staff Council Meeting Minutes**  
**February 13, 2013 ARC 620**  
**Full Council**

**Attendees:** Alex Acosta, Bradley Albus, Mary Alford, Janet Baker, Oma Bankston, Philip Bradley, Laura Carpenter, Dom DeVangel, Christian Dino, Dana Drummond, Erin Foster, AJ Gilmore, Angie Greenwald, Rachel Killam, Beth Kroger, Dana Kusjanovic, Ben Leonard, Gregg Lundgren, Vonda Maki, Tatevik Madoyan, Brad Mathers, Kat McGovern, John McKee, Nick O'Connor, Greg Roers, Denise Thomas, Sharon Vieyra, Randi Voila, Lori Jackson

**Absent:** Morgan Bays, Joe Branchaw, Jennifer Davis, Sarah Douvres, Erika Herreria

**Visitor(s):** Emily Bell, Jean Thomson, CU Bursar Office. Candice Bowen, CU HR, Donna Maes, Math.

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

**Approval of January, 2013 minutes**

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**Co-Chair's Reports and Announcements**

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**Treasurer Report**

- Accepted. Health and Wellness fund name will be changed to Special Projects.

**Speaker**

- VCA Louise Vale presents PowerPoint on areas overseen by her administration and brief overview of their current activities. VCA will share/forward the PowerPoint to Kusjanovic.
- Q: Regarding the employee development portion, is there a mentoring aspect being considered?
- A: from Bowen – HR would like to build a mentoring portion into future development. Currently HR is focusing more on supervisory, management and leadership training. There was a previous mentoring program which was lost to funding reductions.
- A: from Vale – in most supervisory positions, there is an expected component of mentoring.
- Q: With mention of improved training development, will the current supervisor's trainings be improved and if so, will it be mandatory for supervisors to receive training?
- A: from Bowen – Current plans are to continue the Fundamentals of Supervision with hopes to enhance this training and create a program of a 'training ladder' for various levels of trainings needed. HR, VCA and CFO offices are working together to achieve a higher level of training.
- Q: Roers – on the org chart, where do you see Staff Council's fit?
- A: VCA – Staff Council lays somewhere in the mix in level (for example) Robin Bryant, not as a direct report to VCA. Vale ensures Roers that she will be happy to be a conduit from Staff Council to the Chancellor's Administration.

Listing questions presented to VC Vale before the SC meeting and her responses:

- We have been informed that CU is working with the JBC (Joint Budget Committee) supporting the Governor's request for a 1.5% across the board increase and up to a 1.6% merit increase for FY14 for Classified Staff. Can you tell us more about the process of exactly how the University is lobbying for this extremely important issue on behalf of those employees who have not had a raise in almost 5 years?
- JBC (Joint Budget Committee) or DPA (Department of Personnel Administration) previous recommendation has been increased to a proposed 3.6% having 2% being an across the board cost of living increase and 1.6% based on merit. This proposal should be approved through the legislative long bill session.  
If the Governor's request for state classified raises is either not approved or not approved at his recommended level, what contingency plans is CU making to create a funding pool to enable base building raises for Staff?

Both of the other two (2) categories of employees at CU have received merit raises totaling up to 5% in the past 2 years. Is senior administration **fully** aware of the financial distress of many Classified Staff and the continued decline of morale among many if not most of these employees?

- All CU administration is aware and appreciative of how important salary increases are. Vale talks about retaining a sound work force and the difficulties created by lack of increased salaries.
- Viola points out that through HB1321 of 2012, it is now possible for ‘departments’ to create a fund pool for classified employees if the state is unable to provide for salary increases and/or non- merit based increases.
  - The Tuition Benefit has been reopened for discussion by the BFA resolution asking for similar elements that the SC resolution requested 2.5 years ago. Jill Pollock said that the financial decision to add improvements to a benefit like the Tuition Benefit were up to the campus CFO and her team, not Jill’s department. If this is so, who should SC and BFA work with to see what additions may be feasible? Three areas of improvement that staff/faculty are looking for are:
    - Ability to register at the same time as other students (especially important for degree-seeking staff/faculty)
    - Ability for full-time student dependents to use the benefit during the Fall & Spring terms
    - Ability to take classes on other CU campuses, including on-line coursesNote that currently all these features are available to faculty and staff at other CU campuses but that the Boulder campus does not offer these.
  - We have heard that the work SC did with UCSC & Jill Pollock on this issue recently may result in a change from the current coverage up to a 50% reimbursement. Please give us an update on this potential reduction to an already minimal benefit.
- The current process for employees has not changed. Discussions surrounding the dependent portion of the benefit with the financial impact affecting each campus differently is currently a large portion of conversation. Due to the financial structure, providing for dependent benefit at Boulder would present a much higher implementation impact. Comments on possible use of a compensation pool to cover the cost of benefit tuition at Boulder, which would not be used by all employees, whereas a salary increase would be beneficial of all.
- Q: Roers – Had previously presented this comment to Jill Pollock with response that ‘it would be looked into’; what is the incremental cost allowing faculty or staff dependent to enter a course; what is the breaking point on making profit? Is anything being looked at from the standpoint of UCB being an antiquated system and in bringing out proposals to more equate us with other campuses?
- A: Vale does not have the financial data; it is because of linearity. There is no way to quantify a matter of a wait listed class where students would be displaced not knowing how many would have registered or how many may have dropped off the list with comparison to a situation of available seats whereas there would be no cost to the university.
- Viola, Kusjanovic and Roers plea for staff council to be considered early recipients of more fulfilling information on issues at an earlier stage of development. Roers gives examples of recent invitations for SC participation on special campus committees and makes suggestion to Vale that forming a committee to look into the tuition benefit with participation of SC, BFA and others to help define a workable benefit, feeling the issue is being down listed from Pollock’s higher interests. Viola reinforces SC desire to be recognized as a viable representative group on campus committees.
  - Jill works closely with UCSC just as Candice and HR work closely with us. Jill recently stated that if BCSC resolutions did not have the support of our campus senior administration that they had little chance of moving forward at the System level. Given that you have worked in both the campus and system levels, do you agree with Jill’s statement? Given your answer, how would you like to work with us on issues where we may disagree? Alternatively, if we agree and need system-wide support (UCSC) to move a resolution forward, how would you like us to proceed?
- Working together as a team is the shared governance. We have this benefit and it’s moving forward. Working together for the same end goal until the best benefit is agreed on for most to utilize.
  - What is Sr. Administrations “working” definition and understanding of Shared Governance? How is Staff Council truly perceived by Senior Administration? What suggestions do you have for Staff Council to enhance our reputation and thereby our effectiveness? How do you envision using your position as VC for Administration to advocate for staff? How can we best work with you to accomplish this mission?
- Working together as a team, being open and transparent about things that are wanted or needed then working to see what is available. Budget or resource limitations plays a role in options. Important to understand where budgets come from. Shared governance in a word; sharing information back and forth.
- McKee – comments that lacking communication on both sides is apparent. SC does not get information until an issue has been completely decided upon, or that SC is not heard due to lack of upward movement of our communication.
- Madoyan – comments that shared governance in this case is one part advisory and one part authority. SC is advisory without authority; therefore how much power does SC have in working with those governance bodies of authority?
- Viola - Staff Council’s participation in campus committees is increasing, but SC does not receive much feedback.
- Vale – feels all opinions are important; including faculty governance, students and staff voices. Feels the university is moving forward with consideration of actions on the effect of all groups.

- Campus HR is often in a difficult position because the department reports to senior administration while also being responsible for the welfare of the employees and their work environment. For example, senior administration has requested that new position descriptions provide for as much flexibility as possible. The resulting flexibility has translated into asking staff to take on more responsibility, take on more tasks, and work longer hours as needed within a less secure job environment. Is this the employment culture going forward that the University intends to perpetuate?  
For example, a common phrase we hear now is “You’re now OEP, so you work till your job gets done.” Everyone’s working harder but it comes at a cost to morale and employee quality of life, etc. As UCB moves through this transitional period, what role have you given HR and what role would you like SC to take in balancing the need for flexibility for campus operations against the need for a positive work environment that Candice mentioned in her presentation?
- Vale – has not heard this. Some exempt positions are eligible for overtime. Asks Bowen for clarification. As each position is evaluated for placement within a personal system, each position receives FSLA analysis which has been standard practice for many years. The word ‘exempt’ causes confusion. Your personnel group does not establish your overtime status. Changing the term ‘exempt’ could clarify the difference in state rules or Regent rules.
  - Each campus has its own unique culture and preferred way of managing its internal relationships. How much leeway does UCB have in resolving issues specific to our cultural paradigm that requires full system support? What is the best methodology for gaining system acceptance of what might be mostly a BC initiative? For example, BCSC recently requested via UBAB that a gender change procedure (minimum usage-minimum additional expense) be added to our Health Trust benefits. SC supported this benefit addition because it is in alignment with UCB’s overall support of increased diversity, and our campus culture of believing that it is the correct thing to do. Also, it is already a student health insurance benefit. Our feedback from UBAB indicates this may not be well received by the Health Trust. How would you want us to proceed if the Health Trust says no?
- Vale – Utilize UCSC to bring information forward to system.

Viola asks council comments / opinions on VC Vale’s visit.

- McKee – asks council to read article on definition of shared governance. Feels we are not included as in definition; do not receive early communication on matters concerning staff.
- Viola – Chairs have established bi-monthly meetings with VCA. Hopeful that communications will improve after having VC Vale at today’s meeting to hear our concerns.
- Roers – Respectful workplace sessions Thursday and Friday of this week. Both sessions have 40 participants. Roers solicits more members to attend Friday lunch 1:00 – 2:00 with guest speaker, Loreleigh Keashley. The Friday session will be videotaped and will be available through HR.
- McKee – The Parking Management Advisory Committee report will not be given until sometime in the future due to in progress recommendations / decisions being worked on.

**Adjournment:** First and second motions to adjourn 2:00 p.m.

Respectfully Submitted,  
Lori Jackson  
UCB Staff Council Administrator