

## **Staff Council Meeting Minutes**

**March 13, 2013 UMC 245**

### **Full Council**

**Attendees:** Alex Acosta, Bradley Albus, Mary Alford, Janet Baker, Oma Bankston, Morgan Bays, Philip Bradley, Joe Branchaw, Jennifer Davis, Dom DeVangel, Christian Dino, Sarah Douvres, Dana Drummond, Erin Foster, Erika Herreria, Rachel Killam, Beth Kroger, Gregg Lundgren, Tatevik Madoyan, John McKee, Nick O'Connor, Greg Roers, Denise Thomas, Sharon Vieyra, Randi Voila, Lori Jackson

**Absent:** Laura Carpenter, AJ Gilmore, Dana Kusjanovic, Ben Leonard, Vonda Maki, Brad Mathers, Kat McGovern

**Visitor(s):** Patrick Hogan-Retirement Advisor Valic, Carla Ho-a VCA Office

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

### **Approval of February 2013 minutes**

#### **Treasurer Report**

- Previously sent to Screps for review. Roers asks funding roll forward questions about FY 13-14. Baker reports currently an approximate \$7K is needed in excess of continuing budget.

#### **Human Resource Report**

- Timmons – Pakou asked for reminders that the performance evaluation cycles be reviewed – OEP cycle ended January 31, 2013 with evals due March 1<sup>st</sup>. New OEP plans to be complete by April 1<sup>st</sup>, but not sent to HR. Classified cycle ends March 31<sup>st</sup> with evals due to HR by May 1<sup>st</sup>, plans in place by June 1<sup>st</sup> to include a copy of the front page of the classified plan.
- Q: Roers points out that there is no reviewer signature required. Timmons replies that best practice is for review to take place, but no signature is required. Timmons will make recommendation to OLR (Office of Labor Relations) to include signature line.
- The revised background check policy has been approved by the CEC which will enable ease of implementation and interpretation. A communication and implementation strategy will be developed within the next few weeks.
  - Example: if Dominique is involved in a felony, it must be reported within three days. – not stricken from these minutes.
- Jobs at CU upgrade has gone live. A variety of problems have been challenging, bringing about discussions with the People Admin vendor and with CU System PBS to work out the problems. HR is uploading position descriptions for departments, have finished nearly one-half of the 4000 positions.
- HR program review progress is taking place. Certain departments have received surveys and some campus administrators are receiving interviews by the vendor, Towers-Watson. Several SC members had received the survey. Timmons encourages responses.

#### **Speaker**

- Kelly Fox, VCO & CFO – Started UCB July 1, previously with system office budget/finance.
- Shares overview of CFO office, presents budget update.
  - Current FY did not meet enrollment projections resulting in not meeting budget target due to decreased tuition funding. Freshman class down by 150 students and retention decreased. To help resolve these issues, a new merit program for resident students has been developed. A second effort focuses on retention.

- The number of non-resident students changing to resident status increased, lowering expected tuition received.
- Preparation of the FY14 budget is being done. Compensation from state proposal with classified staff receiving 3.6% increase (cost of living and of merit) Exempt and faculty increases are proposed at 3.1% increase. These figures are consistent with original proposed increase from the governor's office. An overall 3.4% increase for expenditures for FY14. Salary increases are the number one administrative initiative this year.
- Expectations for FY14 one time state funding of 3.8 million for UCB to be used for one time investment; merit scholarship program and deferred maintenance infrastructure improvements; space remodels in areas vacated through computing services changes.

**Questions prepared in advance for Kelly Fox** (due to time limitations, 2 of 6 questions were addressed)

1. What is your "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?  
A: Values shared governance, interested in SC input. References Pollock's statement of beginning resolutions at campus administrative levels; asks that SC introduce early dialog so that discussion toward seeking a suitable response/compromise is available to all involved. If negative response is received, no compromise reached, continue with presentation of resolution to administration and upward.  
Q: Viola – what's the best direction to get the 'ear' of administration.  
A: Fox receives information through working closely with VC Vale; also offers to attend SC meetings whenever it may provide value to discussion.  
Q: McKee – how can SC be assured that 'early' information will be shared from administration enabling SC to research issues and respond before that issue is near completion having had no SC input?  
A: Feels with Fox and Vale being newcomers to UCB, they've now had the time to view the overall campus perspective and feel a communications process can be put in place to serve the needs of many.
2. 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 courses  
Note 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 to a 50% reimbursement. Please give us an update on this potential reduction to an already minimal benefit. Also, would you be willing to set up a committee to research this issue and provide recommendations for going forward; e.g. a Cmte comprised of delegates from SC, BFA, impacted departments like Registrar, and from your office.  
Q: Viola - considering tuition shortfalls, is it likely the Tuition Benefit will probably not be moving forward in 2014?  
A: Fox has interest in developing a tuition benefit that is suitable for users and (mentions the known problems with current implementation) The best path forward is being discussed in many administrative units. Students are provided an incentive to graduate in four years by providing the free credit hours to full time status. This data analysis is being included in discussions. CFO office is primary in deciding tuition benefit options at this

time. Roers offers to form a committee to work with Fox in sharing staff ideas/opinions in working toward a solution. Roers offers SC assistance where a possible 'quick response' is needed, utilizing the council as respondents.

**Action Items** - Viola – Parking Rate Review discussion and vote.

- Primary objective to get a SC vote on outright 5% rate increase for the upcoming year only and obtain alternate ideas to present to the review board.
- After much in depth discussions regarding current parking options, daily/weekly/annual rates, maintenance and project obligations,
- Staff Council vote on support of permit rate increase of 5% for the upcoming FY14 with 25 voting members:
  - 3 votes in favor of 5%
  - 19 opposing
  - 1 abstention
  - 2 no response
- Staff Council vote for consideration on 3% rate increase
  - 9 votes in favor of 3%
  - 11 opposing
  - 3 abstentions
  - 2 no response
- Alternate proposals
  - Vice Chair Bradley proposes for submission to the review board that staff permit holders should see no increase while parking meters, parking structures, service meters and event parking absorb the increase due to these rates having remained unchanged in five or more years.
    - Annual staff permits with proximity to workplace 0% increase
    - Temporary daily permit increased to \$8.25
    - Temporary weekly permit increased to \$11.75
    - Euclid Auto Park increase 0-3 hours to \$2.50 per hour
    - Euclid Auto Park increase 3-7 hours \$4.25 per hour
    - Gray meters increase to \$2 per hour
    - No increase to meters or gated lots 5 pm -7 am
- SC support of Vice Chair Bradley's proposal
  - 21 in favor
  - 0 opposing
  - 4 abstentions

**Special Reports or Updates**

Nick O'Connor reminds SC of the annual State Capitol tour Tuesday, March 19<sup>th</sup>.

**Election** – Douvres

Officer elections are approaching. Officer nomination forms have been sent to member's email. Elections begin April 3<sup>rd</sup> and new officers will announced during the April 10<sup>th</sup> SC meeting.

**Adjournment:** First and second motions to adjourn 1:55 p.m.

Respectfully Submitted,  
Lori Jackson  
UCB Staff Council Administrator

