

Boulder Staff Council Minutes
March 12, 2014 UMC 245
Full Council

Attendees: Bradley Albus, Oma Bankston, Philip Bradley, Dom DeVangel, Sarah Douvres, Dana Drummond, Erin Foster, Joshua Firestone, Erin Foster, AJ Gilmore, Beth Kroger, Serena Leland, Gregg Lundgren, Vonda Maki, Tatevik Madoyan, John McKee, Greg Roers, Denise Thomas, Sharon Vieyra, Randi Voila, Lori Jackson

Absent: Mary Alford, Janet Baker, Amaury Batista, Joe Branchaw, Christian Dino, Laura Edlin, Joanna Iturbe, Dana Kusjanovic, Kat McGovern, Nick O'Connor, Deb Renshaw

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

Approval of minutes

- February, 2014 minutes approved.

Co-Chair's Reports and Announcements

- Per Executive Board meeting of February 26, 2014, the SC delegate and committee reports will continue to be submitted on the monthly reporting template encouraging use of designated agenda time for discussion.
- SC mission statement and diversity: The bylaws are not appropriate for presenting SC diversity views. Suggesting a resolution on diversity support be created. Douvres will draft resolution.
- Viola/McKee met with VCA Vale and interim VCA Thweatt February 22, presenting an in depth report of SC activity, accomplishments, events, continuing developments of programs, interactions with campus departments and governance groups and communication practices. Thweatt reviewed the SC website and the 2013 staff survey, providing positive feedback after the meeting took place.

Treasurer Report

- Foster – explains fund balances as the final quarter of FY approaches. \$200 expense for Survey Monkey will be moved from Communication to SC operations account through JE. Foster will work with upcoming committee chair elects for budget calculations.

Human Resource Report

- Megan Bohn – Senior Communications and Engagement Specialist, HR presents info on the roll-out of Managing the CU Boulder Way, the first step in the Leadership Development Program which has become very popular among CU Boulder staff. The course registration is full through June, 2014 with an additional course being made available in July. After completion of the Leadership Development Program, invitations are being sent for the next level, The Highly Effective Manager, which will focus on 'soft skills' of supervisors.
- SC member comments on the new electronic version of New Employee Orientation with feelings that new staff may feel unnoticed. HR will evaluate feedback, with consideration given to return of the in-person orientation. Bankston (HR) is providing Spanish versions of the orientation which will continue. HR is working with departments and campus access teams for those areas with computer use or access issues. Roers offers use of east campus ABS lab space.
- SC member asks for update on Towers/Watson survey. Mike Murray, Program Manager will share recommendations which will be accessed by HR. A steering committee will review recommendations and determine which may be best suited for use with Higher Ed. Kroger, a member of the steering committee comments that a summary report will soon be presented to campus. Special considerations are being discussed regarding staff, faculty and research faculty categories of best application.

Vice Chair Report

- Kelly Fox will attend the May 14, 2014 meeting, presenting budget information. Please send questions in advance to Roers, who will share with Fox prior to meeting.

Speaker

- Chancellor DiStefano – Is visiting with faculty, student and staff leadership groups in regard to sexual harassment relative to the current Philosophy department issues.
- CU Boulder is advertising for a Title 9 Coordinator who will work with underrepresented campus groups. Currently there are two operating groups, Office of Student Conduct; services for student to student issues and the Office of Discrimination and Harassment serving faculty and staff and including student employees. These services will be combined and provided under the Title 9 coordinator when position is filled. The position will report directly to the Chancellor.
- The upcoming CEC meeting will include presentation of student proposal in formation of faculty, staff, student task force and that Title 9 Director become familiar with overall campus climate, treatment of students in classrooms, etc. Students are hopeful to begin forward movement now rather than waiting until fall semester.
- Q – Regarding Bystander Trainings, are faculty showing interest in sessions?
- A – BFA leadership is very supportive of these sessions with good attendance from faculty. Often, those attending Bystander sessions are engaged and supportive seeking information on continued good practices. Could become mandatory campus wide training.
- Q – Resulting from the 2013 Bullying Workshops, an adhoc committee including members of BFA, SC, ODECE, HR and student representation, chaired by Merlyn Holmes, will soon launch initiatives in the topics of civility and others related to respectful workplace.
 - Committee information will be forwarded directly to the Chancellor per his request.
- A – Chancellor appreciates this outstanding effort in support of these important issues.
- Q – (Kroger) Facilitates the campus Research Administrator's Group, hearing of isolation of staff members in academic units. In regard to campus climate, seemingly somewhat stranded.
- A – The campus climate survey, approved and voted by the BOR to provide to all campus' will be coming in the spring. Dr. Boswell's team and chancellor's advisory group will present a campus climate survey directed to the Boulder campus which will be sent in the fall of 2014. Chancellor asks SC support in promoting and supporting this fall survey to all campus staff and faculty. In general, faculty participation has been lower than staff.
- Q – From the federal level, regarding gender related salary gaps and the CU annual review of faculty salary; why are staff salary gaps not reviewed?
- A – Chancellor will relate this topic to Kelly Fox within the week; further explains the brief history of faculty salary surveys. Later comments that these inquiries may be included in the fall survey.
- Comment – Regarding the upcoming SC staff survey; shares the purpose and need for making printed copies available for those Fac Man and HDS staff, which will be presented to the supervisors with expectation of their sharing and help in obtaining a higher response rate from those groups with limited access to computers, limited knowledge of computer use or English as a second language.
 - Additional Comments – Staff Council is alarmed at the number of constituents reporting that computers are not being made available for their use. Breaks or lunch period is often the only time allowed for computer use, furthering the concern that many units share computers among several staff, making it impossible for everyone to utilize breaks or lunch for usage. With electronic communication being the prime campus usage, Lundgren requests this issue be looked into. This issue had previously been

discussed with OIT during an APS update, resulting in postponement of APS to include these concerns.

- A – Chancellor will quickly address concerns in providing staff computers and that for “staff to do their work on work time, not on their time”.
- Bankston comments that Spanish translation is being made available either in document form or with computer use such as with open enrollment Spanish sessions. More staff is needed to provide this growing request for better understanding through translations.
- Q – From discussions through the Respectful Workplace groups, suggests that women who have entered male dominated roles be asked to comment on experiences in civility or harassment as result of those roles.
- A – These inquiries may also be included in the fall survey.
- Q – A friend is hesitant to pursue concerns of departmental sexual harassment due to fears of being blacklisted by colleagues. Hopes that ODH can be more protective of situations.
- A – Chancellor had just come from meeting with ODH, compliments their job, the confidentiality and investigation process although misperceptions on those processes remain. With upcoming placement of the Title 9 Director, questions now arise at how to reach out to SC, BFA, etc., for sharing the understanding of how the new position will function in relationship to ODH. Additionally, zero-zero tolerance remains in the area of retaliation. A letter was sent to the chairs of each department in regard to their responsibilities. Sanctions are changing in handling violations of sexual harassment or amorous relationship. It is suspect that sanctions are more severe concerning staff than with faculty. Dealing with faculty members, the AA will continue to make decision on sanction; upcoming changes will require Chancellor’s approval after review of suggested sanction.
- Chancellor closes with thanking SC for their service to CU Boulder. Offers that he would like to meet with SC a bit more often next year; happy to come by anytime. (Yeah!)

Action Items

- General discussion on used campus computers being made available to needy departments.
- Kroger – Tuition Benefit update; a working group of members composed of BFA, SC, HR, Registrar, Bursar, finance/budget working to create a resolution, hopeful jointly between BFA and SC, which will be submitted to Kelly Fox on changes to the tuition benefit policy. Administration is also working on issues within the tuition benefit for dependents. Kroger asks for possible email approval from SC as the Administrative dependent proposals are moving quickly. General discussion on the working group’s resolution topics.
 - The working group will complete the resolution followed by proper process in presenting and requesting vote from SC members.

Delegate Reports

Delegate reports may be obtained by contacting the Staff Council administrator.

Boulder Campus Planning Commission - Dino

<http://fm.colorado.edu/planning/bcpc/>

Boulder Faculty Assembly - DeVangel

<http://www.colorado.edu/FacultyGovernance/>

Chancellor’s Accessibility Committee (CAC) - Kusjanovic

<http://www.colorado.edu/odece/campusclimate/cac.html>

Chancellor’s Executive Committee - Viola / McKee

<http://fm.colorado.edu/planning/Glossary/ChancellorsExecutiveCommittee.html>

Statewide Liaison Council - Douvres

<http://www.slccolorado.org/>

UCSC - Drummond/McKee/Foster

<https://www.cu.edu/StaffCouncil/>

Committee Reports

Committee reports may be obtained by contacting the Staff Council administrator.

Awards – Roers / Dino

Blood Drive – Viola / Lundgren

Communication – Drummond / McKee

Election – Douvres / Bradley

- New member elections are continuing on schedule. SC officer elections will soon begin. Encourages discussion with current officers if considering a nomination.

Outreach Events - DeVangel /Maki

PBRL – Kroger / O'Connor

Special -

- Viola opens discussion on final bylaws revision presented for vote. First and second motions made, all votes in favor, no objection, no abstentions.

Old Business:

- Bradley reports findings regarding Rec Center membership costs, which have increased 44.84% for monthly fees. Bradley has submitted email to Rec Center questioning this increase from \$31.76 to \$46.00, which is considered higher than area public rec centers. Increase will take affect August 1, 2014. Bradley will survey area rec centers for comparison on increases if any.

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

Respectfully Submitted,

Lori Jackson

UCB Staff Council Administrator