



**Boulder Campus Staff Council  
Staff Council Meeting Summary  
August 10, 2016  
Regent 302**

**In Attendance:** Alan W Slinkard, Alisha Marie Bennett, Colisse Franklin, Denise Thomas, Elizabeth A Garfield, Gaylynn Flandro von der Nuell, George A Zamarripa, Joe Branchaw, John Kelly, Joshua Firestone, Joshua Turnquist, Kat McGovern, Katie Young, Lauren Schipper, Leah Colvin, Lisa Peck, Michelle Squyres, Mirinda Scott, Philip Bradley, Barry Sparks, Ronald Richter, Sarah Douvres, Sharon Vieyra, Thomas Christian, Zahra Crowley

**Not in Attendance:** AJ Gilmore, Jasimine Angelique Evans, Megan Schosker, Samuel Bogan, Tim Morrissey, Vonda Maki

**Guest(s):** Heather Clark, Stephanie Pomponio, Megan Bohn

**Call to order / Roll call:** 12:15 p.m.

**Approval of Minutes:** June 2016 minutes approved.

**Chair Reports:**

- None

**Treasurer's Report:**

- Fiscal year-end report to show balances left and how all the money was moved around.
- Retreat expenses have now hit our speedtype.
- Committee chairs will be getting in email requesting committee budget requests for the 2016-2017 year.

**Human Resources Report:**

- No updates
- Questions for HR
  - Is HR reviewing bringing environmental service employees to the 15 dollar minimum? – Alan Slinkard
    - Oma Bankston, though retiring, will be coming back part time to look at this issue. – Megan

**Vice Chair Reports:**

- None

**Discussion Items:**

- Joshua Firestone will be holding new members orientation immediately following adjournment of Full Council meeting.
- CUUF vacancy
  - Josh Turnquist has volunteered to fill this vacancy.
  - Vote to approve Josh to CUUF vacancy.
    - Vote approved

- SLC participation
  - Previous SLC delegates have expressed that SLC has fizzled and not very representative of classified staff. It has become more of an arena to discuss frustrations.
  - Not sure how much we get from involvement as more CU Staff move to University Staff positions.
  - Could also save money by not paying for due and travel costs.
  - Things are done differently at every campus, so it is hard to come to a consensus between all representatives.
  - Membership overall is starting to diminish.
  - Vote to not have an SLC rep for this year and then revise next year if we need to amend by-laws.
    - Vote approved
- University Perspectives Program
  - Staff Council member to attend to one of the meetings and explain what Staff Council does.
  - They used to come to our meetings, as well as BFA, etc. to understand what we do.
  - Communications will discuss who would be a good person to present.
  - Maybe if they were willing to do a shared governance day and invite BFA, UCSC, etc.
  - Program is run through Human Resources, 18-20 people per year. Must be nominated to participate.
  - Vote find out more information and learn about how we can proceed.
    - Vote approved
- Strategic Relations Focus Groups
  - Strategic Relations would like to create focus groups regarding staff affinity.
  - Would like to get more information and understand how they feel about various aspects of the university.
  - USCS is composing a working climate survey to put out to the entire staff, not sure if these two things are related.
    - UCSC would be willing to share their findings.
  - Staff Council would be a focus group of their own, one of many different types of focus groups.
  - Not sure if we will have time during regularly scheduled Staff Council meetings.
    - Need to understand who we have lined up for speakers, etc.
    - See if we can arrange a time that Staff Council Reps could participate on a day that wouldn't take from Full Council meeting time, and understand.
  - Touch base with Strategic Relations and let them know we would like to find out more, how many people, how long it will take.
  - Alan will touch base and bring more information to the next EC meeting.
- New Employee Orientation
  - Emails go out to employees following the full day orientation.
  - There is going to be an elective series following the full day orientation.
  - Different modes of new employee orientation have been tried.
  - Going to wait until we have more information from Human Resources regarding how we can participate.
  - The SC brochure will be completed soon.
  - Template for all reps to use send information to building proctors.
  - May want to look at getting physical items to give to people participating in the full day orientation.

### **Action Items:**

- Engineering Purchasing Buffalo Wall Art Surplus – (Alisha Bennett)
  - Vote approved.
  - Zahra will work with Alisha to get payment for 6 Buffalo Wall Art pieces.
- Staff Council Vacancies – (Lisa Peck)
  - Area I & Area VI.
    - Filling spots left vacant by Kristy and Robyn.
  - No runners up in those areas.
  - Vote to approve Heather Clark as rep for Area I.
    - Vote approved.
  - Vote to approve Andrew Wingfield as rep for Area VI.
    - Vote approved.

### **New Business:**

- Diversity Summit committee
  - Diversity Summit committee would like councils help in getting people on campus to participate.
  - Starting thinking about what are the obstacles for professional development in this area for people in your area.
- Parental leave
  - USCS is looking for people who would like to participate in a working group to help collecting data and looking at the issue.
  - Please contact Denise if you are interested.
  - Hoping to get the university to 6 weeks paid parental leave.

*(Reports will be recorded on full council reporting template and discussion followed during Staff Council meeting. Urgent information will be shared with the Executive Board.)*

### **Delegate Reports:**

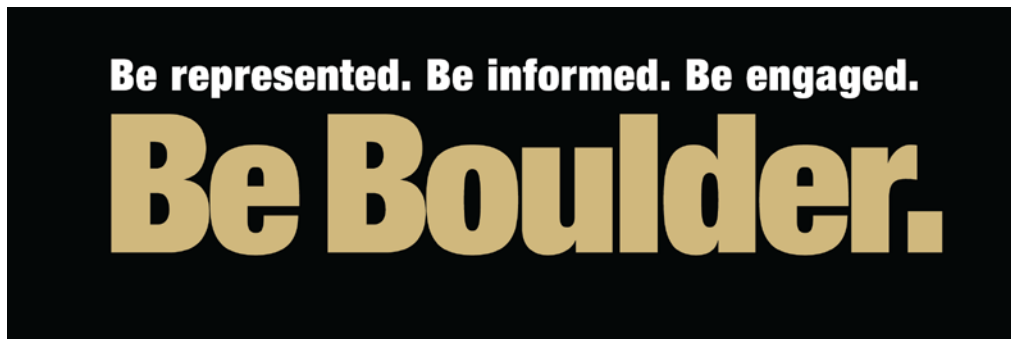
- **Boulder Campus Planning Commission BCPC – (Joe Branchaw)**
- **Boulder Faculty Assembly BFA – (Vonda Maki)**
- **Chancellor's Accessibility Committee CAC – (Thomas Christian)**
- **Chancellor's Executive Committee CEC – (Alan Slinkard)**
- **Statewide Liaison Council SLC – (VACANT)**
- **University of Colorado Staff Council UCSC –(Denise Thomas and Gaylynne von der Nuell)**
- **Campus Use of University Facilities CUUF – (VACANT)**
- **Diversity Committee – (Gaylynne von der Nuell & John Kelly)**

### **Committee and Special Reports:**

- **Awards – (Megan Schosker)**
- **Blood Drive – (Alisha Bennett)**
- **Communications – (George Zamarripa)**
- **Elections – (Lisa Peck)**
- **Outreach Events – (Colisse Franklin/Sharon Vieyra)**
- **Payroll/Benefits/Retirement/Legislative – (Gaylynne von der Nuell & John Kelly)**
- **Special Committee**

Next meeting: September 14, 2016 – 12:15pm – UMC 247  
First and second motions to adjourn 1:40 pm

Respectfully submitted,  
Zahra Crowley  
Administrator  
Boulder Campus Staff Council



Delegate Reports	
Joe Branchaw	<b>Boulder Campus Planning Commission</b> <a href="http://fm.colorado.edu/planning/bcpc/">http://fm.colorado.edu/planning/bcpc/</a> None
Vonda Maki	<b>Boulder Faculty Assembly</b> <a href="http://www.colorado.edu/FacultyGovernance/">http://www.colorado.edu/FacultyGovernance/</a> None
Thomas Christian	<b>Chancellor's Accessibility Committee</b> <a href="http://www.colorado.edu/odece/campusclimate/cac.html">http://www.colorado.edu/odece/campusclimate/cac.html</a> <b><u>OLT Meeting 7/26/16</u></b>  CAC Meeting Agenda 7/21/16  1. <u>Accessible Transportation Update (Michael Roseberry &amp; Toby Bollig)</u> - Proposal by end of July or beginning of August. <ul style="list-style-type: none"><li>• Met with Sam Lentz at CU Night Ride. They don't have any accessible vehicles.</li><li>• Getting a presentation together to provide more details, logistics, etc. Pilot program for 1-2 years, then integrate with infrastructure of Night Ride or similar program. Night Ride may use this vehicle at night?</li><li>• Need to present to CUSG to get it funded as an extension of Night Ride. Focusing on on-demand system so they are not recreating wheel when programs like Night Ride have a very similar program.</li><li>• Need to get a survey out to see what the true nature of the need is (snow storms, rain, more frequent, etc.). Depending on need looking at doing a schedule ahead feature with an app/software.</li><li>• Looking into partnering with Wardenburg and Athletics for temporary needs.</li><li>• Was originally looking at an wheelchair accessible golf cart, but after conversations they switched to wheelchair accessible van or cut-away. May look into used market due to funding. Looking into what training they need or want. Mike R. has been contacted by Mike Arato on procurement options.</li><li>• Tom Christian discussed the online DDC and recommended the online Van training and for them to contact Don Corthell for vehicle specific training.</li></ul> 2. <u>Digital Accessibility Update (Pramila Patel, Paul O'Brian, &amp; Alaina Beaver)</u> - Working with Night Ride on accessible app. They want in place by Fall start of classes. <ul style="list-style-type: none"><li>• Added a new tab in student portal. "New Student Welcome" live May 5<sup>th</sup>. They had students that use assistive technologies to test the portal and had the programmer in room to work in conjunction with students. Challenges with other vendors (Oracle, etc.) created services in portal, registration, course search, etc. For example, Course search is challenging enough with a student who is not vision impaired. When using assistive technologies the screen readers</li></ul>

don't function correctly with these vendor programs, overlays, etc. Looking at a different vendor that is invested in accessibility; which they have one they are talking to. When a student is in the portal trying to schedule an appointment with their advisor there is currently no online accessibility for a visually impaired person.

- Housing/Dining - looking at new time management software that's accessible, new Buff One website.
- Working on ICT website for Procurement. Standards were approved by Accessibility of Information and Communication Technology Board (ICT).
- Accessible Usability Lab - can use AUL to test websites, apps, etc. for accessibility. AUL working with Strategic Relations on website for student's accessibility tabs in mycuinfo and working on initiative to push all departments to run websites, apps, etc. through AUL before live dates. This is so accessibility changes can be addressed and made if possible. Have projects underway for course search website for better accessibility.
- Working better software for Admissions (Slate is the name of the software). Current software is no longer supported by vendor.
- ICTARB (Information and Communication Technology Accessibility Review Board) / Mike Roseberry - This board reviews standards for websites, purchasing tech, exception requests, etc. For example, Emergency Management wanted an app where a person can touch the screen on a mobile device and if they remove finger it would contact police and provide your current location. Challenges with the app are that it only works on IOS devices. It does not work on android or with other accessibility technology.
- Diverse Learners Week partnering with Fall Diversity and Inclusion Summit. February 13-17, 2017 Diverse Learners Week.

3. Best Practices Document for Center for Student Involvement (CSI) (Pramila Patel, Michael Roseberry, & Paul O'Brian) - Pushing Student Group Leaders to push more accessibility initiatives so CAC is not just focusing on staff/faculty.

- Not all student groups are directly affiliated so they don't have the same accessibility requirements unless they are receiving any amount of university funding. If not funding, providing them best practices.
- CAC to work with Cultural Events Board (CEB) to provide training, etc. Asked for volunteers to provide content for best practices for student groups.
- CSI - Center for Student Involvement in a roundabout way replaced SOFO. Compliance and Ethics Working group within CSI - wanting to do a lunch n' learn on accessibility projects, initiatives, best practices.

4. CAC Goals for Upcoming Year (Michael Roseberry & Toby Bollig) - Better partnerships and communication with campus.

- Better use of and Increase use of AUL.
- Increasing student membership to CAC.
- Send representatives (AUL students) to Accessing Higher Ground Conference.
- Tom Christian was asked to provide info on our Bus tracking apps/websites so that Pramila Patel, Disability Services OIT, could send to AUL.

5. Use of Funds in the Next Year (Michael Roseberry & Toby Bollig) - Push from Chancellor to ensure the advisory committees are interacting, sponsoring and partnering appropriately with groups on campus.

- \$5000 budget for CAC, but need to ensure we are using those funds appropriately and actually using them. Budget used to be \$500, Alphonse Keasly, Assoc. Vice Chancellor for the Office of Diversity & Equity, pushed to get the current budget amount.
- Use funds to better communicate better to campus on initiatives, events, Universal Design, etc. Posters?
- How much to sponsor Diverse Learner's Week

6. Gender Neutral Sign Solution Update (Wayne Northcutt) - Started several months ago with School of Education.

- Current signage didn't meet their expectations.
- Consolidated previous list of signs. Sent to Gender and Sexuality Committee. They preferred the term "Restroom".
- Use term "Restroom" to get off the subject of Gender Neutral or All Gender signage.
- New pictogram has wheel chair, toilet and term "Restroom" on it. This is for single stall only.
- Looking to research signage for C4C multi-stall restrooms.
- Will look to push this across campus at some point.

7. DOE (Office of Civil Rights) recent complaint (Michael Roseberry) - access issues at Music Library.

- Entrance, maybe used a different entrance. Main entrance fully accessible.
- Restrooms, current 1st floor meets ADA requirements, 2nd floor bathrooms were built before ADA was in place. Can't go back and retrofit since it met requirements at the time.
- Book racks not having 3 ft wide distance between racks as required by ADA. Need to move the stacks of books.
- Provide signage and training to library staff. Provide "Program Access", books shelves can't be moved as they are bolted to the ground and no real good solution to move them.
- Computers, they are not on wheel chair accessible table. Purchase new tables.

	<ul style="list-style-type: none"> <li>Width of hallways to accessible restrooms. They were using incorrect restrooms. Designated accessible restrooms do have at least 7ft width which meets current ADA requirements. Looking into power assist door openers for 1st floor bathroom.</li> <li>Look into "screen share" system for books that are inaccessible. Some book collections are closed and not open for some to enter area so no access to all.</li> </ul> <p>8. <u>PTS Fall Move-In Reminder and Info (Tom Christian)</u> - Wanted to remind group that move-in is right around the corner, provided website for info on parking, transportation options, etc. for move-in.</p> <p><a href="http://www.colorado.edu/pts/content/faculty-staff-alternative-options-move-2016">http://www.colorado.edu/pts/content/faculty-staff-alternative-options-move-2016</a></p>
Alan Slinkard	<p><b>Chancellor's Executive Committee</b></p> <p><b>Gaylynne attended in place of Alan Slinkard</b></p> <p><b>Chancellor's Executive Committee (July 20, 2016)</b></p> <p>Chancellor's Remarks</p> <ul style="list-style-type: none"> <li>Regent's Meeting: each campus discussed successes and opportunities.</li> <li>One of the successes CEC would like to showcase for the Regent's visit would be the progress on the Grand Challenge</li> </ul> <p>Grand Challenge</p> <ul style="list-style-type: none"> <li>Context: About 30-40 years ago we were given the Grand Challenge to increase our efforts towards science and technology with a focus on opportunities in space.</li> <li>The new Grand Challenge is similar in that we want to drive toward collaborative efforts on campus, across campuses, and within the community to seek greater results within the science, space, sustainability and technology fields.</li> <li>The Director of Strategic Projects, Emily CoBabe-Ammann, provided an update of their focus on researching existing projects on the campuses and within the corporate and non-profit communities and their efforts to bring like-minded organizations together in order to create more synergistic and sustainable advances utilizing the existing funding streams.</li> <li>The end goal is to create partnerships that provide sustainable funding for the projects. This will allow the projects to be weaned from the Grand Challenge funding which can then be diverted to new projects.</li> <li>The research has identified some potential partnerships with non-profit, government and corporate organizations who would like to utilize the University as a source of data analytics that could be used across all multiple organizations.</li> <li>Four major existing projects have been identified on campus and the coordinator has narrowed those down to two.</li> <li>The presentation focused on one specifically: Earth Lab Collider Communities (see attached pdf.).</li> </ul> <p>Discussion:</p> <ul style="list-style-type: none"> <li>Not much has been communicated about this Grand Challenge, but now that some specific direction and goals have been identified there will be more communication about it to the campus at large.</li> <li>The CEC is interested in ideas, feedback, etc. from faculty, students and staff.</li> <li>Look for more information about the Grand Challenge in the near future.</li> </ul>
Alan Slinkard	<p><b>Associate/Assistant Vice Chancellor Meeting</b></p> <p>At the July <b>AVC</b> meeting there was a World Café discussion around the <b>Communication</b> challenges which exist campus wide. The discussion was a lively one and the takeaways are to be forwarded to everyone in attendance. Will supply when they are passed along. Some of the concerns involved lack of transparency and lack of training around the use appropriate communication channels to promote and glean event, issue and campus news.</p>
Denise Thomas Kat McGovern Gaylynne von der Nuell	<p><b>University of Colorado Staff Council</b> <a href="https://www.cu.edu/StaffCouncil/">https://www.cu.edu/StaffCouncil/</a></p> <p>UCSC held our annual retreat on August 4<sup>th</sup> and 5<sup>th</sup> in downtown Colorado Springs. UCSC sponsored the event and made all the arrangements. UCSC took the two days to do some review of UCSC, team building and to go committee work goals for the next year. With the Regents Laws and Policies being revised, the Policy committee will be busy this next year in getting those down to the campus councils for review and back up to UCSC for submitting comments. The Service Excellence Award committee has a great platform to work from this year with the revisions to the website and document submittal form having been revised last year. The Denver Campus will host the event in April. UCSC also formed a Workplace Climate Survey committee. This committee will be working to fine tune the survey that UCSC will be administering to staff this fall. The committee will also work to collect the data and prepare it for review. In addition, we had Ashley Eschler come and present on the Parental Leave Policy plan. She will be putting together a working group to help with data collection for a benefit proposal to Administration next Spring. The working group will work through UCSC to get this information to Kathy Nesbitt and the Plan administrator. A UCSC member will be the liaison with the working group and UCSC on the progress. Members from other staff councils can participate in this working group and volunteers will be solicited.</p> <p>The next meeting for UCSC will be held on September 15<sup>th</sup>.</p>

Joshua Turnquist	Campus Use of University Facilities <a href="http://www.colorado.edu/policies/CUUF">http://www.colorado.edu/policies/CUUF</a>
VACANT	Statewide Liaison Council <a href="http://www.slccolorado.org/">http://www.slccolorado.org/</a>
Gaylynne von der Nuell & John Kelly	Diversity Summit Planning Committee
	Special / Delegate Report

Committee Reports	
Megan Schosker	<b>Awards and Service Recognition Committee</b> Meeting August 25th
George Zamarripa	<b>Communications Committee</b>
Lisa Peck	<b>Elections Committee</b>
Colisse Franklin Sharon Vieyra	<p><b>Outreach Committee</b></p> <p>The Outreach Committee met on July 26th. Sharon Vieyra and Colisse Franklin are co-chairs this year.</p> <p>Events for the entire academic year were discussed.</p> <p>The 10th Annual Ice Cream Social &amp; Employee Resource Fair will be held on September 13th, C4C Courtyard, 11-1.</p> <p>We ask that council members volunteer from 9:30-2:00 that day to make it a successful event.</p> <p>Staff Appreciation Breakfast will be on the December 1<sup>st</sup>.</p>
Gaylynne von der Nuell John Kelly	<p><b>Payroll, Benefits, Retirement, Legislative Committee</b></p> <p>Alan stepped down as PBRL Committee Chair, asking Gaylynne von der Nuell and John Kelly to Co-Chair the Committee which they agreed to do.</p>
Alisha Bennett	<p><b>Blood Drive</b></p> <ul style="list-style-type: none"> <li>Tuesday, September 13<sup>th</sup> and Wednesday, September 14<sup>th</sup> - On the Bonfils Buses parked by across from the UMC and by the Buffalo at the Stadium</li> <li>Thursday, September 15<sup>th</sup> in the Recreation Center, Studio 1 <ul style="list-style-type: none"> <li>Posters will be distributed to the council and building proctors. Please post in your area.</li> <li>Market the event as you can! We will have 6 beds each day, so we need lots of people to sign up to donate.</li> <li>Partnering on a CU tshirt – know of any groups/businesses that would like to sponsor a tshirt?</li> <li>Do you know of anyone who is a staff member at CU who has been a recipient of a Bonfils blood donation?</li> </ul> </li> </ul>
VACANT	<b>Ad Hoc Website Committee</b>

Lisa Peck	Ad-Hoc Survey Committee
	Special Committee: