

**Boulder Staff Council Minutes
November 12, 2014 UMC 245
Full Council**

Attendees: Philip Bradley, Joe Branchaw, Steve Cass, Robyn Copeland, Zahra Crowley, Dom DeVangel, Sarah Douvres, Brian Drake, Laura Edlin, Joshua Firestone, Aileen Harker, Joanna Iturbe, Dana Kusjanovic, Serena Leland, Gregg Lundgren, Tim Morrissey, Greg Roers, Alan Slinkard, Denise Thomas, Sharon Vieyra, Randi Voila, Lori Jackson

Absent: Bradley Albus, Oma Bankston, Dana Drummond, AJ Gilmore, Jason Hopkins, Vonda Maki, Kat McGovern, Kathy Noonan, Nick O'Connor, Deb Renshaw

Call to order / roll call: 12:15 Quorum present 12:25

Approval of Minutes

- October 8, 2014 minutes approved.

Co-Chair's Reports and Announcements

- The interviews are being conducted for selection of Associate Vice Chancellor for Human Resources. (Boulder)

Treasurer Report

- Financial report provided in advance of today's meeting. No concerns from council.

Speaker

- Dan Montez, Director – Office of Policy and Efficiency and Adam Barsch, Student Policy Specialist, provided handout with January and tentative July, 2015 draft policies under review which included a basic process flowchart. Very good discussion and response with much attention toward capital construction and information technology concerns.

Action Items

- Crowley – Generate questions to share with December speaker, Heather Fields, CU Lobbyist
- Election Committee – presents proposal for redistricting to move Imig Music and ENVD from SC area 3 to area 2 for balance of staff numbers. Vote result: All in favor, no discussion, no abstentions.
- SC members encouraged to become CU Advocates – many perks shared.

Delegate Reports

Recorded on the reporting template included at the end of these minutes.

Boulder Campus Planning Commission (BCPC) - Branchaw

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

Boulder Faculty Assembly (BFA) - DeVangel

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

Chancellor's Accessibility Committee (CAC) - Kusjanovic

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

Chancellor's Executive Committee (CEC) – Douvres

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

Statewide Liaison Council (SLC) – Douvres / Viola

<http://www.msced.edu/~csc/slweb/>

University of Colorado Staff Council (UCSC) – Drummond / Thomas / Iturbe

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

Campus use of University Facilities – Kusjanovic

Special Reports or Updates

Committee Reports

Recorded on the reporting template included at the end of these minutes.

Awards – Roers

Blood Drive – Viola / Lundgren

Communication – Edlin

Election – Maki / Bradley

Outreach Events – Thomas / Gilmore

PBRL – O'Connor

Adjournment: First and second motions to adjourn 1:35 p.m. SC member photos are taken for use in upcoming flyer and SC website.

Respectfully Submitted,
Lori Jackson
UCB Staff Council Administrator

Delegate Reports

Gregg Lundgren	Boulder Campus Planning Commission http://fm.colorado.edu/planning/bcpc/ Review of the BCPC quarterly report and project updates.
Dom DeVangel	Boulder Faculty Assembly http://www.colorado.edu/FacultyGovernance/ The November 2014 meeting of the BFA was a Special Senate Meeting and was presided over by the BFA Chair Dr. Paul Chinowsky and the Vice-Chair, Dr. Bob Ferry. Dr. Ferry presided over the part of the meeting that included the full Faculty Senate. <u>Meeting Events:</u> <ul style="list-style-type: none">• The meeting included verbal committee reports. Only about half the committees actually had a report to present.• Special presentation by Dr. Jeff Luftig about student retention and graduation. This is the same report that was given to the Chancellor, the Chancellor's cabinet and several other leadership groups on camps. The presentation was very good, but the presenter only had a half hour to present and he could definitely have used more time.<ul style="list-style-type: none">◦ Bottom line: the Chancellor's goal of an 80% graduation rate by 2020 is not realistic and completely unattainable.• Committee member elections are currently taking place electronically. BFA members may vote through 11:59pm Sunday (Nov 9). Results of the elections should be known during the week of Nov 10-14. <p>There were several motions (~3) that were discussed with no resolution. Because of time constraints, those motions will be discussed further at the December 2014 meeting.</p>

Sarah Douvres	Chancellor's Executive Committee http://fm.colorado.edu/planning/Glossary/ChancellorsExecutiveCommittee.html Ebola preparedness plan. Capital asset management schedule. Campus energy improvements may be funded through energy savings. Capital R&R surveys taking place, continued communications and planning with research groups. Approximately \$440 million needed maintenance. Ketchum is well under way. Carlson Gym and EC renovations near top of list. Chancellor's priority: condition of facility/cost to improve/generation of new revenue including distance learning and program needs. The campus internal audit process was shared and segment on 'enabling' today's college student regarding effects on graduation rates.
Dana Drummond Denise Thomas Joanna Iturbe	University of Colorado Staff Council https://www.cu.edu/StaffCouncil/ October meeting – continued working on committee formation and plans/goals, outreach and engagement, will delay participation with 9 News collection drives until 2015 and continue to explore options for engagement of all CU communities. Nov. 13 th , 2015 next meeting. CU Faculty will take lead on groundwork for Dependent Tuition Benefits seeking funding sources. SC discussion follows regarding staff vs. faculty benefit betterment.
Dana Kusjanovic	Campus Use of University Facilities http://www.colorado.edu/policies/CUUF We discussed tents and political campaigns on campus.
Sarah Douvres Randi Viola	Statewide Liaison Council http://www.slccolorado.org/ The Nov. 7 th report will be provided at the Dec. 10 th meeting.

Committee Reports	
Greg Roers	Awards Committee
Laura Edlin	Communications Committee 11/4/2014 Attendees: Brian Drake, Aileen Harker, Joshua Firestone and Laura Edlin <ul style="list-style-type: none"> Employee Spotlight Articles- the communications committee will take on ownership of the employee spotlight articles with Serena's resignation from staff council. We will work with the current list of nominated employees and also add to this list. (see attached) The committee has decided that we would like to enlist the help from UCOMM in writing these articles but that final editorial approval etc. will come from SC. Aileen will write the next spotlight article for Nov. and then we'll ask UCOMM students to write an article for Dec. Our goal is to have one spotlight article a month. The communications team will write some when we have the bandwidth and will ask UCOMM students to write the others. Flyers to identify area reps. Aileen is working on creating a template that we can use to showcase our area reps. The flyer will have the pic of each area rep and our contact info. We will then encourage all area reps to meet with the building proctors/ or department contacts to get the flyers posted. We are working with UCOMM to see if we can have profile pics taken of each SC member at our December meeting. Communications plan- Laura will work to create this and add upcoming articles to this plan. We will then reach out to each SC committee for updates of their particular area. JAN 2015- we'd like to produce an article that highlights the work of ALL SC committee. We'll present this at the NOV. full council meeting next week.

<p>Philip Bradley Vonda Maki</p>	<p>Elections Committee The two year review of checking staff numbers within geographic areas reviewed. IMIG Music and ENVD will be moved from area 3 to area 2 to equalize numbers, effective July 1, 2015.</p>		
<p>Denise Thomas Aljoana Gilmore</p>	<p>Outreach Committee Meeting continues discussion for options to provide special event for shift worker recognition – no conclusion, very difficult logistics. Special event reconsidered; Vieyra will ask ODECE office if funds offer can be contributed to the spring lunch with hopes enhanced appreciation to shift workers. Next meeting for January to begin planning for spring BBQ.</p> <p>Thank you article for CU Boulder Today: Staff Council Update: 8th Annual Winter Wear Drive “It takes each of us to make a difference for all of us.”— Jackie Mutcheson This quote reminds us of how each one of us can make a difference to others, even in the smallest of ways. This year’s 8th annual Boulder Staff Council Winter Wear Drive has been a tremendous success in our collection of scarves, gloves, hats, socks and sweaters. With your generous giving hearts we collected a total of 8 boxes of winter items to donate. We would like to take this opportunity to thank everyone that participated in this year’s drive. Know that your contribution has gone to help those Disabled American Veterans and their families at the Matthew Center in Denver and will make an incredible difference for them this winter. A big THANK YOU also goes to Steve Cass, Lori Jackson and AJ Gilmore for coordinating and transporting all the donated items. We couldn’t have done it without all of you! Thank you!</p>		
<p>Vonda Maki</p>	<p>Payroll, Benefits, Retirement, Legislative Committee</p> <table border="0"> <tr> <td><u>Members Present:</u> Sarah Douvres, BSC Chair Zahra Crowley Jason Hopkins Vonda Maki Tim Morrissey Lori Jackson</td> <td><u>Members Absent:</u> Nick O’Connor, PBRL Chair Kathy Noonan</td> </tr> </table> <p>The meeting was called to order at 12:15 p.m. by Sarah Douvres, filling in for Nick O’Connor. Links were provided in the agenda to University policies under review for consideration by the committee.</p> <p><u>Payroll:</u> There was a discussion about salary increases outside of the merit cycle of the university. Departments can increase salaries of University employees up to 10% without University approval. Classified staff must either have increased job duties or a change to their PDQ in order to receive a salary increase outside of the merit program.</p> <p><u>Benefits:</u> Jill Pollack will be speaking at the November 12 full council meeting, so benefit questions can be brought to her at that time.</p> <p><u>Retirement:</u> Retirement seminars are periodically held which would be a good resource for learning more about the \$5,000 life insurance policy available to retirees, or the availability of insurance coverage for spouses after retirement. Information was brought forward that life insurance policies are available through Elevations Credit Union.</p> <p><u>Legislative:</u> Heather Fields, education lobbyist will speak at the December full council meeting. We will need time on the November agenda to discuss items and questions we would like Heather and her team to discuss with us in December. Particularly ways in which we as staff can help to get pro-education legislation passed.</p> <p>There was conversation about the new limit on number of hours students are allowed to work. Evidently there will be a trend toward more internships offered as an alternative to student help.</p> <p>There being no new business, the meeting was adjourned. The next meeting will be held on Thursday, November 20, in the UMC, room 415.</p>	<u>Members Present:</u> Sarah Douvres, BSC Chair Zahra Crowley Jason Hopkins Vonda Maki Tim Morrissey Lori Jackson	<u>Members Absent:</u> Nick O’Connor, PBRL Chair Kathy Noonan
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Randi Viola Gregg Lundgren	Blood Drive Blood drive this week, Mon-Thurs, UMC 382