



Staff Council

UNIVERSITY OF COLORADO BOULDER

Boulder Campus Staff Council
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FULL COUNCIL SUMMARY

Wednesday, December 11, 2024

12:15 p.m. - 2:15 p.m.

Zoom

In Attendance: Sara Abdulla, Ally Bartley, Rob Blacker, Danny Buendia, Zach Brown, Kate Cochran, Meagan Combs, Angie Crews, Hana Ember, Jasimine Evans, Jacob Henry, Ginnie Hershbarber, Natalia Johnston, Ian King, Deanna Main, Grace Maniscalco, Jim Mazzouccolo, Christopher Mellott, Claudia Numan, Yasmine Ortuno, Jan Owens, Mark Palacio Sr., Leah McDaniel Parvez, Karrie Pitzer, Carly Pruiett, Sarah Safadi, Jessica Sandoval, Osei Simmons, Clara Smith, Rose Smith, Alisha Stewart, Lauren Way, Lori Wichhart, Mike Williamson

Not in Attendance: Andrew Alexander, Cameron Brooks, Dev Chaudhary, Anne Hudson, Katherine Lenkart, Jonathan Marenus, Susan Nasher, Sean Owens,

Joining Late: Claudia Acosta, Crystal Cyr, Tanida Ruampant, Kathy Stutzman, Megan Varra,

HR Liaison: Kenny Nelson

Guests: RyAnne Scott, Lynne Howard

12:15 p.m. CALL TO ORDER

12:17 p.m. ROLL CALL

12:30 p.m. Approval of November minutes – Motion seconded & Approved – no amendments, Abstain (Jan)

12:30 p.m. GUEST SPEAKER – RyAnne Scott, Employee Services, Director of Communications & Outreach

1. Gender Identity: 12 options
2. Sex Selection: M, F, U/X
 - a. Why it matters: Better representation, fosters belonging
3. How to change:
 - a. My CU Info; Gender Identity Tile (with small arrow next to it)
 - i. Sex change needs a form through HR
 1. Documentation like a birth certificate or SS Card would be needed
 - ii. Gender Identity can be changed immediately
 - b. We are aware of differences between Student and Faculty/Staff groups – working on better alignment
4. New Resources
 - a. Update name & demographics; instructions available on [Employee Services Website](#)
5. Data Use and Privacy
 - a. Sex selections are sent to insurance vendors
 - i. For vendors that require a binary code, U/X will be omitted or converted to M depending on the rules governing specific reports
 - b. Gender Identity is not shared out federally. CU Policy is not to share out this information.
6. Questions:
 - a. Kate Cochran: Went through preferred name; it changed my actual email instead of preferred name (take a look at this website: <https://www.colorado.edu/hr/name-change#ucb-accordion-id--3-content1>)

- b. Clara: Once you save on the form – changes should be automatic; email is sent
- c. Meagan: You can update your display name in the identikey manager.
<https://oit.colorado.edu/services/identity-access-management/identikey/identikey-manager>
- d. Kenny – There are multiple systems and HCM/OIT do not cover all systems. Some are handled in-house by departments and need to be changed outside of this.
 - i. Alisha: RyAnne - can that be added to the ES site and let people know that they may need to reach out to other individuals to get items changed as well
- e. Feedback can be given through this [form on the website](#):
 - i. Email: Ryanne.Scott@colorado.edu

12:55 p.m.

OFFICER REPORTS

Chairs' Report and Announcements –Mike Williamson, Crystal Cyr, Jessica Sandoval

- 1. Participated in 5 Interviews this week for VCSI (Vice Chancellor, Strategic Initiatives – great candidates.
 - a. Importance of Shared Governance was reiterated through interviews
 - b. Logistics for this positions are still being figured out
- 2. Bowl Game
 - a. Alamo Bowl in San Antonio on December 28th – excited that Staff Council has been included in this adventure with Chancellor Schwartz
 - b. Crystal is not able to attend – so we have asked if Eryn can attend in her place
- 3. Meeting with Pat where he recommended we lean harder into our connections with McDuffie and Kenny
 - a. Encourage reps to bring forth any crunchiness they or their constituents are seeing, experiencing, etc. as these transitions are happening.
 - b. From Karrie: Expectations for gathering feedback and what can we relay back to constituents.
 - i. Anonymous: Don't individualize feedback; but keep it holistic to group
 - 1. Be thoughtful about how we are collecting and transmitting feedback as this is a volatile time
 - a. How do we relay into productive concerns

Vice-Chair Report — Lauren Way and Meagan Combs

Leah – Internal Improvements Updates

- 1. Meet Your Rep Open House – Jan 8th FC Meeting, 12:30p – 1:00p
 - a. Area Breakout Rooms; want it to be low-key
 - b. Will have QR Code on flyer at tables at Staff Appreciation Breakfast
 - c. We can put together some specific prompts for reps to share in their breakout rooms
 - i. Can you provide talking points though about the cool things SC is doing that we can highlight?
 - d. SC Swag for Constituents? A thank you for the time
 - e. Ginnie & I have been having a hard time getting a listserv of all research faculty for outreach. How are we getting the word out about this?
 - i. Colisse Franklin

Treasurer's Report – Claudia Numan

- 1. Gift Accounts – We have \$4,000 and getting more insight from Budget Office
- 2. Discussion of Committee Budgets will happen at Dec EC

Human Resources Report – Kenny Nelson

- 1. Oracle Time and Labor Project –
 - a. We are currently in the Requirements Gathering Phase
 - i. Discussed with PBRL & Tri-Chairs regarding payment in arrears; we have discussed that we would have to customize this build
 - 1. We currently are in corrections in arrears
 - 2. Who will be Bi-Weekly pay to help speed up pay for certain groups

2. [HR BluePrint Project](#)
 - a. 5 different Working Groups
3. Winter Break for Campus – Dec 25th – January 2nd Campus will be Closed.
 - a. We are working on more clarity for Admin Leave policies
 - b. Research Grants
4. VRip (Voluntary Retirement Incentive Program)
 - a. Finalizing Speedtype for what will be used
 - b. 300 Applied, over 200 were approved
 - i. January Retirements have been finalized (35 people)
 - ii. June Retirements

Staff Council Administrator – Eryn Van Poole - no updates

Questions for the Secretary? – Cameron Brooks – no updates

Questions for the Parliamentarian? – Sarah Safadi – no updates; left early

1:25 p.m.

PULSE ITEMS & NEW BUSINESS

1. Anne Hudson: Circling back on the subject that came up at the end of the October meeting about whether or not we should have a faculty delegate to our staff council meeting (since we have a staff delegate to the faculty council meeting). Since we were out of time, we tabled it for another meeting. I think we should circle back to that if we have time; not urgent, but a worthwhile discussion
 - a. Lynne brought it forward to Shelly – and we will discuss with BFA Officers
 - i. We can struggle to get faculty to
 - b. Tri-Chairs will meet with Shelly & Lynne
 - c. Faculty/Staff relations can be strained at times and this could be hard
 - d. Do we want to open this up to other Shared Governance Groups – Do we want them to just come in and listen or will there be more a specific reason we want to have.
 - i. BFA has standing seats at General Assembly slots for CUSG, GPSG & SC
 - ii. Could be helpful to have someone to come and give an BFA update; we could probably get someone to come for 30 mins (not realistically the full 2 hours)
 1. We want the updates to go back to BFA as we have our BFA Delegate to give updates.
 - e. Strategy of open communication and shared purposes and shared vision
 - i. Collective information regarding shared concerns/solutions
 - ii. Maybe have representation at each other's retreat to kick off the year more aligned and then check-ins a couple times of year to have listening sessions
 1. How can we intentionally find more commonalities
 - f. GPSG Delegate – Megan; as a delegate I can't really share a lot as most of their things are student focused
 - i. Would appreciate having Student Groups representatives come to our meetings to provide opportunities for more intentionality
2. Megan Varra – ASR; Brightest Buff Staff Recognition Program
 - a. We had a SC Brightest Buff program during COVID that disbanded because HR Recognition program was rolled out to all of campus. Now that recognition Program doesn't exist anymore and ASR wanted to create this.
 - b. Will launch in January 2025 and will be included in next newsletter/CUBT
 - c. Will be a Qualtrics form on our ASR Committee Page but we may add form to SC Homepage as well.
 - i. Nominations will receive email confirmation
 - ii. All nominees will be entered into a drawing for SC Swag
 - d. For Clarification: Yes this is available to all Staff & Research Faculty
3. Kathy Stutzman – What does it mean to be in locked out. – We will discuss more in depth next month
 - a. Faculty have concerns regarding this as well.

- i. Communications did go out regarding locked out of certain buildings due to finals but more specifications would be helpful.
 - 1. More resources regarding why and support would be helpful
- b. Tri-Chairs can bring forward to Marlon Lynch (Public Safety)
- c. Communication Standpoint: Lockdown vs Locked in vs Lock Out – lets make sure we are using the correct verbiage – to describe what is really happening.

1:45 p.m. DELEGATE UPDATES

Group 2

- ✓ CUPD Community Oversight Review Board: Clara Smith & Jonathan Marenus
 - Two positions still available
 - Met with Marlon Lynch this week
 - i. Questions regarding why they chose an outside Search Firm vs HR – it was due to bandwidth but HR is still very involved
 - b. Clara is on the Chief of Police Search Committee
 - c. Increase the meeting cadence (hopefully monthly)
- ✓ Campus Use of University Facilities (CUUF): Ian King
 - Met last week and went over event requests
 - There was a Skydiving request by students but this was denied
 - Holocaust Memorial Event – need to discuss sound specifications
 - Tents/Teepees – Native American Affairs; will be approved
 - Need to clean up procedures/policies online
- ✓ Pathway Safety Committee: Daniel Buendia & Christopher Mellott
 - Met in November
 - Working on improvements near the rec center and working on more signage regarding blind curve
 - Broadway & 18th – clearing some bushes to allow pedestrians & bikes to be seen better by cars and vice versa
 - Things can get improved only if we are aware of issues – please keep reporting!
- ✓ UCSC Updates: Jan Owens
 - Planning a system wide Bingo in January
 - End of January (24th or 30th) there will be psychological safety training and you will be invited to attend once a space is finalized
 - We will not have our standard Professional Development Day this year

1:50 p.m. COMMITTEE UPDATES

- Awards & Staff Recognition (ASR) – Jan Owens
- Blood Drive & Community Service – Christopher Mellott
 - Blood Drive happened last week and should have numbers soon
 - Next Blood Drive will happen in February
- Committee for Belonging, Equity, Accessibility and Matter (BEAM)– Clara & Tanida
 - Movie Screening of “This is not Who We Are”
 - Free Little Library - we would love this be able to moved around; will have a plaque stating its From Staff Council
 - More Awareness and support for LGBTQIA Community – Today’s
 - AI Companion – We are using this feature for Committee Meetings and one person reviews the notes instead of taking notes

- Ongoing conversations regarding Diversity Summit Planning and partnering with other shared governance groups
- Communications – Katherine Lenkart
 - Next Meeting is tomorrow
- Elections – Lauren Way
 - Elections Code Review Update – we are working to provide updates at the January FC Meeting and hopefully can use these for 2025 General Elections Cycle
- Front Line Staff – Claudia Numan & Sarah Safadi
 - Next FLS Roundtable will be held in late January at Folsom
 - Clara will be taking over ESL Trainings
- Outreach and Events – Jessica Sandoval & Karrie Pitzer
 - Staff Appreciation Breakfast tomorrow! We will see you bright early at UMC Glenn Miller Ballroom – Chip will be attendance
 - Wear SC Clothing
 - For Volunteers – please check-in with Karrie or Jessica or Eryn upon arrival
- Payroll, Benefits, Retirement and Legislative (PBRL) – Grace Maniscalco & Ian King
 - Met with Kelly Reel regarding Compensation Framework Initiative –2 hours
 - In January – will release Staff Compensation information as well as supervisors

2:07 p.m. ADJOURNMENT

Next scheduled Full Council (FC) Meeting – Wednesday, January 8th

**Online access to [Roberts Rules](#)
[SC Engagement Checklist](#)**

Upcoming Events: [Staff Council Calendar](#)

Newsletter: [October 2024](#)

Delegate Assignments

(Reports to be delivered to the Secretary, Cameron Brooks, 3 days prior to full council meetings and to be circulated to Full Council prior 2 days prior to full council meetings. Discussion to follow during Staff Council meeting/s. Urgent information will be shared with the Executive Council.)

Current assignments:

Group 1

- ✓ UCSC, University of Colorado Staff Council: Jan Owens, Cameron Brooks, Yasmine Ortuno, Natalia Johnston (Alternate)
- ✓ BFA, Boulder Faculty Assembly: Susan Nasher/ Back-Up: Alisha Stewart
- ✓ Graduate and Professional Student Government (GPSG): Megan Varra
- ✓ Student CUSG: Sara Abdulla

Group 2

- ✓ CUPD Community Oversight Review Board: Clara Smith & Jonathan Marenus
- ✓ Campus Use of University Facilities (CUUF): Ian King
- ✓ Pathway Safety Committee: Daniel Buendia & Christopher Mellott