



BCSC Full Council Meeting Summary

Wednesday, November 11, 2020

12:15 p.m. to 2:15 p.m.

Zoom

In Attendance:

Omunu Abalu	Vanessa Luna	Karrie Pitzer	Barry Sparks
Chantal Baca	Mignon Macias	Betty Rasmussen	Daniel Steinke
Susan Baumgartner	Alex Macmillan	Michael Reynoso	Elyse Sutton
Alisha Bennett Stewart	Grace Maniscalco	Leslie Safadi	Eryn Van Poole
Crystal Cyr	Ana Martin	Aimee Santistevan	Dylan West
Kelsey Draper	Chris Muldrow	Andres Schemel	Shing Kit (Jackie) Wong
Jasimine Evans	Cameron Najera	Hannah Simonson	Danielle Young
Donna Hamm Reilly	Jan Owens	Alan Slinkard	
Shelby Javernick	Mark Palacio Sr.	Clara Smith	
Natalia Johnston	Cayla Paulson	Kelly Smith	

Not in attendance: Maria Abramowicz, Megan Garcia, Angela Gorbald, Blake McAllister, Kati Monday, Ron Richter, Lauren Tomkinson, and Josh Turnquist

Guests: Lisa Landis, Lauren Thompson, and Kym Calvo

Call to order: 12:17 p.m.; quorum.

Approval of Minutes: Moved to approve October 2020 Meeting Minutes.
Approved by unanimous consent

Announcements/Chairs' Report:

- There was some question about this upcoming holiday and if the campus will be open, but Lisa will mention this in the HR update
- Staff Council and CUSG were left off the last AVC meeting
 - We do have an update on the COVID situation
- There has been a lot happening at the UCSC level, expected that Regent Ganahl
 - Resolution that was brought to the board in September/Fall
 - On tuition reimbursement to students
 - Was referred back to committee previously
 - To do this there would need to be additional layoffs/furloughs
- Shelby will be going out for maternity leave in March.
 - Hannah will step into her spot
 - There will be a Vice-Chair vacancy to fill with a Special Election

Presentation: Kym Calvo, Assistant Vice Chancellor, Compensation and Talent Acquisition
Equal Pay Act

- How we are addressing CO EPA requirements
 - New Colorado Law takes effect January 1, 2021



- To eliminate pay disparity to individuals doing the same work
 - Within one employer
 - Applies to everyone, with at least one employee
- We've had laws like this for a while
 - Federally equal pay for equal work
 - State equal pay for similar work
 - Not fully defined
- About transparency, not just about pay
 - Require to post jobs with hiring range
- What does the law require?
 - Prohibits pay disparity for substantially similar work (based on skill, effort, and responsibility)
 - Prohibits using wage history to set pay
 - Requires posting all jobs with the hiring rate or range
 - Requires announcing promotional opportunities
 - Requires maintaining job descriptions and salary history records
 - As of January 1, 2021, employers:
 - Cannot request pay history
 - Cannot rely on pay history
 - Cannot retaliate for discussion pay
 - Communication
 - Standard pay setting guidelines
 - Must internally post promotional opportunities
 - Faculty side (assistant professor to full)
 - Avature internal job board
 - Defining "promotional opportunities" (open positions)
 - Separating career track title changes (occupied positions)
 - Must post salary ranges in job listings
 - Almost all are posted now, but not temp positions
- Pay equity requirements: Pay disparity for substantially similar work (based on effort, skill, and responsibility)
 - Allowable reasons for pay differences:
 - Seniority system
 - Merit system
 - Education, training, and experience
 - Geographic location
 - Travel
 - Quantity/quality of production
 - Still developing this
- What our EPA work is NOT
 - Externally focused: CO EPA is NOT about market comparisons
 - The law does NOT address:
 - How to pay employees
 - What to pay employees
 - Market factors and pay ranges
 - Minimum wage levels
 - Internal focus: CO EPA is about ensuring that any pay differences for substantially similar work are due to defensible reasons no systemic or other biases
 - Transparency



- Communication plan and timeline
 - Nov-Dec 2020
 - Outreach meetings
 - Campus executive leaders
 - Institute directors
 - UELT
 - Deans, Chairs, Directors
 - AVCs
 - Governance groups
 - SC
 - BFA
 - CUSG
 - HR Community of Practice
 - HR Liaisons Info Session
 - Research Administrators
 - Finance Leaders
 - HR 1:1 outreach to individual departments
 - HR website content
 - Tools, resources, FAQs
 - CU Boulder Today Series
 - Aon Deliverables
 - Hired consultant for each campus
 - Come back to our campus with recommendations on what they found
 - Supposed to have that information this month
 - Campus budget planning
 - Jan 1:
 - Job postings must be compliant
 - Pay setting cannot rely on wage history
 - Equity alignment work is further refined
 - Key Dates:
 - Nov. 10
 - CDLE rules on posting/promotions final
 - Nov. 13 Aon Campus compensation feedback
 - Nov. (Date TBD): Aon Completion of statistical analysis
- Next steps for staff population
 - HR PMC team reviewing new comp code structure with each department's HR/leaders
 - Reviewing and refining concepts and alignment
 - HR Developing campus wide pay guidelines and updated website resources
 - Ensures consistency; wage history is not used as a factor
 - HR working with departments to insure all jobs are posted in Avature with pay range
 - Includes all temporary staff
 - Will use Avature starting Jan. 1
 - What is Comp Code?
 - Job Areas: Academic Services, Campus Operations, Executive Leadership, Intercollegiate Athletics, Research Services, Student Services
 - Functional Areas: Advancement, Business Ops Communications, Human Resources, etc.
 - Job Families: Comp Code
- Our work is NOT expected to...



- Cause wide-spread salary changes
 - We've been using good pay practices already
- Result in substantially different pay ranges than today
 - We're using the same market data and methods as today
- Reduce pay or eliminate jobs
 - Decreasing pay is not an option to mitigate pay inequity
- Replace or change current job code titles or working titles
 - Except where a department leader wants to make updates
- Questions and discussion
 - Does pay disparity look at benefits?
 - Yes, it looks at the total wage rate
 - However, Classified vs. University Staff system has a different system in place
 - Benefits are the same for both, but for temps that is where they can differ
 - There will be a website with the job families, comp codes, and comp code to pay range
 - The range, not actual salaries
 - Building website, but pay ranges might not be published till July 1
 - Multiple job areas and functions:
 - Business services professional: jobs that do multiple things it would be labeled as that
 - If it has two we would look at the primary job duty
 - Can you share slides?
 - Yes, but please do not post them on a website
 - The information is constantly changing
 - Please also do not communicate it elsewhere as the information might have changed
 - Kym is willing to come to your departments to get them the most up to date information
 - Are they looking at current job descriptions?
 - Some job descriptions are out of date
 - Was already done to determine what categories of work we are seeing
 - Going department to department to fix alignments as we are checking this with departments
 - There is an area on the HR website to [submit information on EPA disparities](#)

Vice-Chair Report:

- Will be stepping into the Chair roll around March or February
 - Very excited to do so
- If anyone is interested in running for Vice-Chair please reach out with questions
- Speaker Series: [FSAP tomorrow at 1:00 p.m.](#)
 - 110 people registered

Treasurer's Report:

- Amazon cards for Awards Committee is the biggest expense in October
- Other than those not too much spending

Secretary's Report:

- Nothing new, but do have pulse items today

Parliamentarian Report:

- Barry had to hop off so nothing new today



Human Resources Report:

- Holiday schedule will not be changed
- New information: departments may provide four administrative leave days to staff between December 28 to December 31
 - Would allow them to shut down their office during this time
 - They need to let campus HR to do this
 - Would need to be able to check in, it comes up to quite a few days
- Minimum wage increases January 1, 2020
 - To \$12.32
 - Will affect Student Employees
- Sick Leave January 1, 2021
 - Employee groups with significant impact:
 - Biweekly students
 - Contract students
 - Temporary staff
 - Temporary faculty (includes lecturers)
- Paid FML – Election Results:
 - State paid Family Medical Leave passed
 - Insurance program for all employers in Colorado
 - Payroll tax for employees and employers
 - Payroll tax will begin on January 1, 2023
 - Benefit utilization can begin on January 1, 2024
 - Will not have information on this for CU Boulder for a while
 - What are we giving up to go to this?
- Buff Pass:
 - Replaces Daily Health Questionnaire
 - Results will go to supervisor
 - Can no longer overwrite
 - Data clean up – Verify supervisors are correct for all faculty, staff, and students
 - Supervisors cannot fill out on behalf of employee, except to report a positive result
 - One form for all students and employees
 - Translations available within the form
- Surveillance Testing:
 - Is a saliva test run by BioFrontiers
 - Is NOT available for anyone who has symptoms
 - Available to get the test before the holidays
 - Before the holidays
 - Negative results are communicated now, will receive an email
 - Positive results are sent to HR.
 - Low-Viral Load Communications:
 - Employees should go home and retest in 24-48 hours
 - On the start of the virus, wouldn't be picked up on normal tests
 - If positive referred to Wardenburg
 - If negative can return to work
 - Virus stays in your saliva for 90 days
 - Surveillance Testing has grown quite a bit
 - FFCRA Data



- Questions: fill out the Buff Pass if you are going on campus just to get the test
 - Surveillance testing is only for staff, faculty, and students
 - Communication should go out the next day
 - There is an App for the Buff Pass, you can log in with Identikey
 - Mandatory/surveillance testing will probably continue through the spring semester

Staff Council Administrator Report:

- Full Council calendar invites will be updated soon to reflect Zoom for the remainder of the year

UCSC Report:

- It appears from all indications that the Board for Regents are going to vote 6 to 3 on the resolution tomorrow
 - Might change the request for 20% discount for spring semester
- Shared governance have collaborated on some verbiage in case this goes in a non-positive route
- UCSC Executive Committee has discussed staff morale
 - PBRL will be working with Kelsey next week to do some listening sessions for our Fac Man/I&S staff
 - To continue with Housing and Dining staff after the Thanksgiving holiday
 - Trying to do as many of these as Zoom, but some individuals don't have Zoom capabilities
 - Specifically environmental services group
- President Kennedy will be at the December UCSC meeting
 - Co-Chairs will be invited to that meeting to ask whatever questions
- Next week's meeting will have Felicity O'Hearn to present

Committee Reports:

- ASR (Eryn Van Poole):
 - Next batch for Nov – Jan hard copies have been sent, electronic to be finished up by the end of the week
 - Kazoo follow – up meeting will take place on 11/20
- Blood Drive (Alisha Bennett Stewart):
 - Hosting our November Blood Drive at the Boulder and Westminster Donation Centers: Nov 8-21.
 - Special coaster made from campus trees giveaway. Help spread the word!
 - Next committee meeting: Nov. 18th at 10am
- Communications (Vanessa Luna):
 - In our newsletter, we had the lowest open rate we have witnessed since we began tracking this data, with 48.917%. (Previous low was 50.769% in February, 2020)
 - Top article was the Diversity Summit, which appears to be the first time it is mentioned to CU community. (Official announcement on CU Today appeared on October 29th, 2 days after our newsletter was sent out)
 - Next newsletter to be sent: Tuesday, January 12
 - Article deadline: Wednesday, December 23
- Elections (Leslie Safadi and Alex Macmillan):
 - Working on amending bylaws to allow for greater number of Staff Representative to serve on the Council
 - Adding 3-4 spots in the Elected At-Large category over three years
 - Article III, Section b, Number 2
 - Continues work on making area selection easier + 2021 election dates to be finalized
 - Special Election for the Vice-Chair:
 - Hope to have it filled by the March/February timeframe, vote in January, call for nominations in December
 - For the remainder of the year



- 2021 Office Elections: starting thinking about it now
 - It is going to be a quick turnaround after the General Election
- Inclusive Excellence (Ana Martin and Jasimine Evans):
 - Community Safety Task Force
 - Have been meeting for the last month
 - We were meeting every two weeks, now meeting every week
 - Having a proposal ready for the end of the year
- Outreach and Events (Kati Monday and Betty Rasmussen):
 - The BCSC Cookbook is now available online on the [Outreach page](#) of the SC website. We will continue to add recipes (and videos) as we receive them. Feel free to contribute your favorite recipe. If you're interested in doing a video, let us know. There are some guidelines.
 - Outreach hosted a very successful Yahtzee Game Night on October 29. We had 20 people in attendance. We received lots of positive feedback – "It was tons of fun and I was really glad to meet some new people. I started my job during COVID, and this really helped me feel more connected."
- PBRL (Alan Slinkard):
 - Continued evaluation of the COVID-Childcare survey
 - Writing of an article on Dads using Family leave
 - Will interview three fathers who have used the parental leave

The Pulse:

- Inclusivity in Blood Donations:
 - Great work to the blood drive committee on working on the blood drive committee
 - The FDA policy reads that a man who has sex with another man cannot donate for 12 months
 - It has been updated to three months, but the blood center has not updated their items to reflect this
 - How can we advocate for it?
 - We would like to propose a Special Committee: Inclusive Practices for Blood Donations:
 - This is a combined topic among multiple committees, this would allow groups to work together
 - Go through the end of this year (June 30, 2021) and provide updates in Executive Committee and Full Council
 - Seeking represented from PBRL, IE, Communications, and Blood Drive
 - First talk about what we've done and then what we can do to move forward
 - Motion: Vanessa – to create a special committee for inclusivity in blood drives
 - Seconded
 - Discussion: Two parts to the committee for the charge
 - How do we building more inclusivity in the blood drive committee?
 - What is on the local/national stage to get this changed?
 - Awareness could be spread, maybe not everyone knows this
 - Which would be the Communications presence on the committee
 - Vote: Passes
 - Co-Chairs will talk about next steps about getting the timeline together, talk about it in committee and let us know if you'd like to be on this committee
- Mandatory Race Training Issues
 - A co-worker mentioned that she heard some grumbling and gripes that the training was coming into the beliefs and they were hired for a job not have their beliefs changed
 - Should/can Staff Council support or mediate this?
 - Micro-aggression training push back
 - Pretty big topic of discussion, might need to circle back on this



- Administrative leave for natural disasters or national emergencies

New Business:

- CU History Project Staff Council Representative
 - Telling stories of under representative groups on campus through the years
 - Archival research work
 - Would like to have shared governance representatives
 - Charter and goals are beginning to be established
 - Send interest to Lauren, by Friday
 - We'll put the names together and get them to Karrie

Adjournment: 2:19 p.m.

Respectfully submitted,
Lauren Thompson
Staff Council Administrator
Boulder Campus Staff Council