



**2022 Boulder Campus Staff Council Retreat**

**Wednesday, August 10, 2022**

**8:00am-5:00pm**

**Hybrid CASE E422 and Zoom**

**In Attendance:**

Sara Abdulla	Shelby Javernick	Betty Rasmussen	John Zizz
Claudia Acosta	Ian King	Michael Reynoso	Omunu Abalu
Bradley Albus	Madison Lane	Kaitlyn Rye	Dylan West
Nick Aniol	Vanessa Luna	Sarah Safadi	
Chantal Baca	Grace Maniscalco	Jessica Sandoval	
Lydia Darlington	Leah McDaniel Parvez	Clara Smith	
Jasimine Evans	Claudia Numan	Elyse Sutton	
Mike Williamson	Catherine Oja	Crystal Cyr	
Karrie Pitzer	Jan Owens	Esther Horowitz	
Sarah Seibold	Mark Palacio	Natalia Johnston	
Dan Steinke	Andres Schemel	Tanida Ruampant	

**Not in Attendance:** Blake McAllister, Danielle Young, Alisha Bennett Stewart, Cameron Brooks, Carina Gattas, De’Ron Jasper, Blake Trujillo, Josh Turnquist, Tommy Webb

**Guests:** Kenny Nelson, Dave Pacheco, Teresa Hernandez, Jon Leslie, Pat O’Rourke, Russ Moore, Sonia DeLuca Fernandez

Meeting Summary

**8:15 a.m. Welcome and Self Introductions**

- About Me Slides – All reps introduce themselves (*For those who don’t have a slide, please share your name, SC area, and what motivated you to join staff council?*)

**9:00 a.m. Leadership and serving on Council (Tri-Chairs)**

- What motivated you to join Staff Council?
- How do you view your leadership style, and what impact do you hope to make on campus?

**9:05 a.m. Roles & Responsibilities**

- Overview of BCSC and UCSC structure (Tri-chairs + Dan)
- Officers’ Roles (Tri-chairs, Vice Chair, Secretary, Treasurer)
- Admin’s Role (Eryn)
- Theme: *Employee Engagement and Retention*

**9:25 a.m. Procedures, Expectations, & Updates**

- Meeting Decorum – Jasimine Evans
- Budget Expectations – Bradley Albus
- Parliamentary procedure, Robert’s Rules of Order- Crystal Cyr

- Bylaws, Governing Docs are updated and saved to [Parliamentarian Folder](#) in google drive also updated on [website](#).
  - Voting - Blood Drive committee name change to Blood Drive and Community Service (BDCS), PBRL white paper
    - Motions brought forward by committees do not need a second, just motions brought by forward by individual representatives.
  - 1. Blood Drive & Community Service Committee (BDCS) – **motion with friendly amendment passes** (Friendly amendment is for the committee in 2-months (by Oct. 10 2022) to bring formalized goals and committee mission statement to Communications & Full Council)
    - a. **Discussion**
      - i. Why keep Blood Drive in the name? It is a long-standing tradition at CU for 49 years.
      - ii. Will the focus of the committee remain to be focused on service of staff and the CU Community.
        - 1. If expanded opportunities are available – let’s make sure they are in service to staff at CU (Volunteering or For them)
      - iii. This committee name would allow more equitable involvement (Donation of time)- Blood Drives are not equitable for gay men – this is why Inclusive Practices for Blood Donations Special Committee was created.
      - iv. Vanessa – Motion to Table Motion until more formalized (withdrawn)**
      - v. How do different committees partner together
      - vi. Employee Engagement – service is a helpful incentive to get involved
      - vii. Committee is already doing Community Service and now encompassing it as part of the name
  - 2. Motion to Approve White Paper – we want you to consider our proposals addressed in this [WhitePaper](#) (in the past, the White Paper is what started the conversation around Paid Parental Leave years ago – this kicks things into motion). - **Motion Passes**
    - a. **Discussion**
      - i. Great job on this White Paper – very well written! Proposals are asking for transparency and re-evaluation and this makes me excited.
        - 1. Wanted to be reasonable and enhance/tweak what is in existence.
      - ii. What happens if we vote in favor? Then we can post on our website and share with administration/leadership. We can also then ask for signatures from Staff Council.
      - iii. We will have timelines with administration and Kenny says it should be a quicker turnaround for feedback from them as this should get addressed fairly quick.
  - Motion brought forward by Vanessa to approve emergency funding of \$125 to provide ice and water for attendees of the Mobile Food Pantry (Mostly Front Line Staff) on August 11th, Motion seconded by Betty, **Motion Passes** Job Description
  - Accomplishments
3.
  - a. Discussion
    - i. Vanessa will bring coolers and water jugs as well.

- ii. We have tried to work with campus administration in the past – but it just moved a little slowly. Basic Needs Office is launching this fall which is only funded by Parent Giving for students – volunteering or assisting with the Mobile Food Pantries is great way for us to get involved.
- iii. Is this on-going? This is just for tomorrow, we are working on more long term funding from administration.
- iv. Mark Kavanaugh & Jennifer McDuffie – they are in support of engaging executive leadership in this space, we just need to set up a process.
- v. Potentially dangerous for people to stand outside waiting for this. Currently, there are limitations on where they can set this up. We are working with campus leadership to provide better space for this.
- vi. We partner with Community Food Share who donate 100lbs of food which is available for Students, Faculty, Staff and community members (this is dropped off in big truck) – We try to make this equitable for everyone that is picking up the food so everyone gets similar things. Hard to split between locations.
- vii. Blood Drive & Community Service Committee can partner to help move some change forward for the Mobile Food Pantry.
  - 1. Buff Pantry – only currently supports students on a weekly basis and smaller amounts of food are given out.
- viii. Currently there aren't enough volunteers to staff multiple locations for the Mobile Food Pantries- they are working towards that.

**10:30 a.m. Breakout rooms with committees**

- In-Person Rooms: ASR - E315, Blood Drive - E352, Comms - W344, Elections - E350  
Front Line - E353, CAEDIB - E422, Outreach - W311, PBRL - W313
- Zoom Breakout Rooms - one in-person SC rep to use laptop to include virtual reps
  - 1. Outcomes for committees
    - a. Discuss overview of committee
    - b. Select committee chair(s)
    - c. Complete financial proposal
    - d. Complete goal sheet to secretary (to Eryn by 08/31/2022)
  - 2. Eryn will circulate each committee to collect Co-Chair names so she can add to Executive Council

**11:05 a.m. BREAK**

**11:15 a.m. Campus Guest Speakers (HR)**

- Teresa Hernandez - [inclusive hiring practices](#)
- Dave Pacheco - [affirmative action](#)
- Kenny Nelson - explanation of employee relations and how they can help
  - Questions:
    - Andres – Does people of color include all Hispanic heritages?
      - This is Self-identified: you can select 2 different groups except with Hispanic – it overrides everything else.
    - Grace – Staff involved in faculty searches in School of Education – I believe they should not be on the search committee – but be included in meetings regarding decisions with members of the search committee.
      - We are moving to change this.

- Omuu – Are you collecting data around why people of color are leaving:
  - Our history shows the top 2 primary reasons are: compensation, no opportunities for advancement. We did a pulse survey and found different intrinsic values that keep people here. We want to explore more what is keeping people here.
- Crystal – If data is only collected as an applicant, how do they update the info once an employee?
  - We deal with them as Pre Hire, Onboarding and you can login to HCM and change yourself as an employee. Only category that is tricky to change on your own is gender marker which is tied to insurance coverage so that is more of a laborious process.
- Dylan – I represented Staff Council on the CPO search and this is why we are moving towards a Chief People Office to put more focus on how do we retain the staff that is here, and let's keep a pulse on this data and we are excited to be in a space to represent these voices.
- Esther – How do we capture Non – English speaking data and their sense of belonging on campus as it must be more difficult.
  - These are things we can not ask legally – and it's up to the employee to self-identify. We don't want to run into issues regarding discrimination if these questions are asked.

12:00 p.m.

**Lunch on your own**

Grab your boxed lunch from Panera and drinks from tables in the Chancellor's Hall.

1:00 p.m.

**Campus Commitment & Unity**

- [Wordle Activity](#): Please rate CU Boulder's Retention Efforts over the last 12 months
  - Results: 1 = 4 responses, 2 = 8 responses, 3 = 11 responses, 4 & 5 = 0 responses
  - Comments/Discussion:
    - None of our staff should have food insecurities. How do we fix the systemic issues around needing the food pantry for our staff to provide food for their families.
    - I am not sure there are actual efforts being made to retain our staff – I rated this as a 1. Is Retentions Efforts just a staying or can we have more tangible evidence around what in actuality is being done
    - People have to take on 2nd jobs to afford rent
    - Having a hard time with competitive salaries and heard we are not reaching market mid-point salaries until 3 years. (Not an official PMC policy). Issue being de-centralized is what we can pay employees is what money we have available. There are different budget needs based on Depts/Areas across campus. Hopefully the budget re-design will help. Where does the money come from? Hopefully this will continue to become more transparent.
      - Top range of the salary is only for people with 20+ years.
    - People stay in survival mode and have a hard time elevating out of it.
    - Can we see a communication from executive leadership around recognizing staff for taking on more responsibilities in their departments as they are short staffed?

- What do retention efforts mean to you? What would you like supervisor/managers or executive leadership do? People want to feel seen, heard by their immediate supervisors. They want local actions.
- Pay, respect, transparency, advancement = discrepancy in pay and how top heavy our university is. This is very hard to tackle. Hiring and retaining employees is hard due to high cost of living and low salary
- We need to look at how we do promotion/advancement at the university. We need to take out the testing piece and empower supervisors. EPA in law causes promotions to be posted.
- OCG has done great with work/life balance. CCO can not work remote and that causes loss of employment.
- HigherEd used to be so attractive due to work/life balance. Sadly post-covid this does not exist as much on campus due to high-turnovers.
- What training is there for supervisors. Mine is faculty. The support I get may be different than those whose supervisors who get more trainings. How do we make sure the access for the staff in different models is the same. More trainings have been implemented around these topics
- Arts & Sciences in Advising – love to use the phrase “this is just the way things are.” – meaning change may not be possible or wanted.
- Affordable Housing -CU is the largest employer in the community - we should be able to more to push Boulder for more equitable housing solutions.
- Purpose: Get a pulse around retention at CU. Use results to open discussion.

1:45 p.m.

**Campus Guest Speaker (Strategic Relations) - Jon Leslie, Chief Communications Officer**

- Survey Results – there is a gap between what the senior leadership is trying to communicate and what the employees are hearing from supervisors. UELT (University Executive Leadership Team) – every point of authority that reports to Chancellor, Russ or Pat. We are looking at distribution models to communicate this out. How do we do a better job communicating internally. Intentionality is increasing and one way of that growth is partnering with Staff Council. We have a team that is looking at what is being said on social media. We are tracking what is being said by different groups. We are constantly looking at different groups we can partner with across campus (like Staff Council or HR).
- When do we speak and when do we not speak when something happens. We have a structured approach called the Rubric. How much does this impact the work of campus, do we have direct engagement with those individuals and is there a high public awareness of this incident. Historically we have aired on the side of speaking. We speak because our hearts and minds want to but sometimes we end up hurting those we are trying to help. What we say should always follow what we are doing. We do try to get direct messaging out those directly affected instead of making a public statement for safety reasons. We tweeted out a blurb about Ukraine but not an e-memo. This did not reach faculty. Role in sustaining institutional democracy – where can leverage faculty work. Mission, Values are our central message.
- Employee Engagement Program (Passport) - Employee Engagement survey that went out was lower numbers. How do we increase staff engagement. Employee Fall Passport – Connect, Engage, Celebrate We are going to start distributing these at the SRS Expo on August 11th, if you do the qualtrics you will get entered into a drawing. 5 Different areas to get involved throughout the fall. ( Welcome, Leadership, Innovation, Impact and Celebrate), Staff, Faculty and Health &

Wellness. CU Bookstore gave us a discount – we will continue to engage opportunities. Appreciate your partnership. We will reach out to all UELT admin to who help distribute in person after the SRS Expo. If you add something to Campus Events Calendar – it will be looped into this. We are working on and update to the website

- Questions:
  - Platforms that are used: Instagram (students) vs facebook vs twitter vs linkedin (staff) – is there a rubric in determining which platform is used for certain messaging. We understand different communities follow different platforms Twitter – we are aware of the situation. (We may overthink which platform to use based on which audience we think we will engage most). Generational differences – platform use is changing.
  - PIO – Public Information Officer, HBCU – Historically Black College Universities, Buffs – Buffs Undergraduate Success (each person should be able to choose their own communication preferences – we are working on creating this for students and needs to be implements for staff).
  - Lead, Innovate, Impact
  - BuffInfo – is the tool to use for questions, comments, concerns to SRC and we can collect data on where these are coming from and how we can approach. Inbound is fragmented. First step is creating that feedback loop. All the town hall data is collected for future use. We want to collaborate across campus so we can all work together to progress things forward.
  - Work Modalities – there is a disconnect with leadership messaging
  - Transparency – How do we communicate with Front Line Staff who do not sit at computers and are not proficient in english. Translation of materials: Silo'd efforts are trying to meet these needs , we need to inventory and build an assessment around these needs. 1. Department needs bilingual employees and currently aren't resourced to meet the translation needs and don't want have one offs that meet that need but can't sustain them for the long fun.2. we need to meet the employees where there are, Want them to feel safe and connected. We need figure out the resources and we have employees who are translating the materials as a side job and we need a more systemic approach on how to garner these
  - Are you able to collect data on the communications from the Chancellor – SRC has a speech writer (Kellan Short) that works directly with Chancellor and he has direct editing and leads the direction of these communications. They are in constant communication around what is being said on his behalf.

2:25 p.m.

### **Campus Guest Speakers (Campus Leadership)**

- Pat O'Rourke, COO, Staff (Allowing students and faculty to thrive)
  - Fill leadership teams is top priority right now (CFO, CPO -prioritize people of human resources), focus on bettering the experience on staff. How can we better support our staff and focus more on wellness. Advance Focus Weeks (partnering with SC & Kenny), Focus on helping our community thrive (Compensation needs – our money comes from Regent and where the money flows in),
- Russ Moore – Provost, Faculty/Research Questions regarding work modality

- Big focus for academic affairs is navigating work modalities and enjoying being back in person. Let's be creative
- Trying to focus on the gap between faculty and staff needs
- Sonia DeLuca Fernandez – Senior Vice Chancellor, DEI, what does this position mean? Our office is amplifying leadership in the units (providing expertise & leadership, providing resources, providing money through impact grants. Growing and supporting Affinity Groups (Employee Resource Groups) – Take an organizational view about advancing these efforts.
  - Questions:
    - Invested 25 million towards DEI efforts – what happened to those funds and it was a 5 year plan. (5 million a year for 5 years) – what is the best use of the money – and we are using this money to set up the people and resources to make these efforts sustainable. We want to make sure our efforts are setting up good work that can be sustained year to year on a permanent basis. 5 million of continuing funds. Release the mindset around blanket amount of 25 million ( year 1: 1 million, year 2: 2million continuing, year 3: 3 million continuing etc.. )
    - What is CU Boulder's largest barrier for implementing DEI efforts – engaging in uncomfortable conversations, embedding this work into the daily grind so it's not an add on. We would have a bigger impact if we could acknowledge our
    - Staff Wellness – Burnout is not always on the individual but the system and culture can create burnout. In addition to Focus Weeks – what are we doing to counteract this. Mental health needs are becoming more acute. FSAP is on hand – but we can't counsel our way out this. Health & Wellness is brought under a common umbrella. Ground this in programming to recognize the signs of burnout. People's experience is not shaped by executive leadership but how things are handled in their own units. We need figure out how to better address the needs of our staff.

3:10 p.m.

**Staff Council Facts Virtual Scavenger Hunt (Dan):** <https://forms.gle/ewzpsajdrjDMqGpb8>

3:25 p.m.

**BREAK**

3:35 p.m.

**Winners!**

6 People got 9 right! Andres Schemel, Madison Lane, Claudia Acosta, Betty Rasmussen, Catherine Oja,

3:45 p.m.

**What's Ahead and Closing Remark - Tri-Chair Debrief**

- Food Insecurities
- Parental Leave – Staff have 6 weeks, 6 months unpaid (can use Vacation/Sick time till it runs out), Staff Council was the catalyst to get this going and HR implemented. There are some inequities around Staff vs Faculty and what they get. On our radar. Varying levels of discrepancies ( Tenure Track – 18 weeks, use on day 1, 9 Month faculty – 18 weeks, use after 1 year, both get 50% pay for 6 weeks)
  - Want an earlier start before 1 year timeframe
  - Shouldn't be tied to FMLA Leave (Double Dipping)
  - Parental Leave currently includes adoption
- Parking - \$5 discount will continue, new program implemented online (probably next fall) – will allow staff to pick and choose their the days of their permits – please spread the word (will they do an official announcement or can we?)
- Disparity in committee membership – We will be intentional around committees looking at their members and asking if they can

- Starting in September - Crack down around member involvement and we will reassign people who are not involved in one committee to make them more involved in other committees. We need to get things done. We need to make sure we have representation across.
- Search Advocate Program – Sonia has opened the next training to Staff Council reps. Will be 16 hours of training over 4 days, learn a lot around inclusive practices (September 12, 14, 19, 21) 10-3pm
  - Names of Interested for September Training – sent to Sonia :
    - Jasimine Evans ([Jasimine.Evans@Colorado.EDU](mailto:Jasimine.Evans@Colorado.EDU))
    - Crystal Cyr ([Crystal.Cyr@Colorado.EDU](mailto:Crystal.Cyr@Colorado.EDU))
    - Nick Aniol ([Nick.Aniol@colorado.edu](mailto:Nick.Aniol@colorado.edu))
    - Claudia Acosta ([Claudia.AcostaLopez@Colorado.EDU](mailto:Claudia.AcostaLopez@Colorado.EDU))
    - Madison Lane ([Madison.Lane@colorado.edu](mailto:Madison.Lane@colorado.edu))
  - Here is a list of representatives who are interested future Search Advocate Trainings
    - Vanessa Luna ([Vanessa.Luna@colorado.edu](mailto:Vanessa.Luna@colorado.edu))
    - Andres Schemel ([Andres.Schemel@Colorado.EDU](mailto:Andres.Schemel@Colorado.EDU))
    - Mike Williamson ([Michael.D.Williamson@Colorado.EDU](mailto:Michael.D.Williamson@Colorado.EDU))
    - Karrie Pitzer ([Karrie.Pitzer@Colorado.EDU](mailto:Karrie.Pitzer@Colorado.EDU))
    - Eryn Van Poole ([Eryn.VanPoole@Colorado.EDU](mailto:Eryn.VanPoole@Colorado.EDU))

4:20 p.m.

**Meeting Adjourned and Staff Council Leadership Office Hour**