FULL COUNCIL MEETING SUMMARY
Wednesday, July 12, 2023
12:15 p.m. - 2:15 p.m.
Zoom

In Attendance: Claudia Acosta, Andrew Alexander, Nick Aniol, Cameron Brooks, Meagan Combs, Esther Horowitz, Natalia Johnston, Ian King, Madison Lane, Vanessa Luna, Grace Maniscalco, Jim Mazzouccolo, Leah McDaniel Parvez, Christopher Mellott, Maggie Mucci, Susan Nasher, Claudia Numan, Yasmine Ortuno, Sean Owens, Mark Palacio Sr., Karrie Pitzer, Jessica Sandoval, Alisha Stewart, Kathy Stutzman, Josh Turnquist, Lori Wichhart, Mike Williamson

Not in Attendance: Sara Abdulla, Crystal Cyr, Lydia Darlington, Jasimine Evans, Carina Gattas, Nikki Hutchinson, De’Ron Jasper, Shelby Jaovernick, Devon Johnson, Andres Morales, Jan Owens, Ysatiz Pinero, Tanida Ruampant, Kaitlyn Rye, Sarah Safadi, Sarah Seibold, Clara Smith, Lauren Way

HR Liaison: Kenny Nelson

12:15 p.m. CALL TO ORDER

ROLL CALL

12:25 p.m. Approval of June minutes – Vote by Majority by Acclimation - Passed

12:30 p.m. OFFICER REPORTS

Chairs’ Report and Announcements – Mike Williamson, Karrie Pitzer, Esther Horowitz

1. Goals/Expectations for the year inclusive of committee and volunteer involvement
   a. We want to hear from all the reps this year and do more of bottom-up approach vs top-down approach.

2. August Retreat
   a. Please attend in person, if possible, even if it’s just for part of the retreat.

3. Budget Update – Met with Kenny & Mandy Cole
   a. Stipends for SC Executive Council & Committee Chairs has been approved and will be moved into continuing budget – we do not need request for further years.
      i. This has been a labor of love to for the past few years to secure money for our leadership team in congruence with
      ii. From Kenny: Staff council leadership was super flexible and adaptable to new budget process. So thank you again for your, for your work there and I’m thrilled that we are looking at continue funding.
   b. Operations Budget will remain same as last year; we have not yet been approved for:
      i. Extra Money for PRAs/RAs expansion – we can resubmit in Oct/Nov
      1. Inclusive of money for 2 Reps from this group
      ii. Stipends for Front Line Staff Appointed Reps

Vice-Chair Report/Speaker Series— Leah McDaniel Parvez and Jessica Sandoval

1. Retreat Planning
   a. Please come in person! We will have breakfast & lunch and in-persona activity.
   b. Executive Panel – Pat O’Rourke (COO), Russ Moore (Provost), Sonia DeLuca Fernandez (VC, DEI), Jess Doty (AVC H&W), Robyn Fergus (CPO, HR)
      i. Please submit questions you would like asked to the panel.
1. Please complete this survey by next Wednesday, July 19 with food preferences and questions for Executive Panel
2. Please complete an about Me Slide with pictures of yourself and fun facts!
   a. Eryn will send follow up email with links.

Treasurer’s Report – Claudia Numan
1. Working on getting access to everything and signed up for first available trainings.
2. Leah has access to everything in the interim if we need her assistance

Secretary’s Report – Cameron Brooks
1. Please email Cameron ahead of time if you will absent or late to full council or committee meetings.
   a. This allows us to know ahead of time if we will have quorum for voting at meetings.

Parliamentarian’s Report – Crystal Cyr – Appoint as Parliamentarian for 2022-2023 – (move to retreat)

Human Resources Report – Kenny Nelson, AVC of Employee Relations & Shared Services,
1. HR: Kenny is our dedicated HR Liaison, Staff Council has always had one, and Kenny works directly with us to relay questions/concerns from our Full Council meetings to HR and provide some updates for us from HR.
2. Engagement Survey
   a. Robyn Fergus, CPO and Merna Jacobsen, AVC of Organizational Employee Development, are doing a roadshow around campus to share and talk through their results from Engagement Survey which we do every 3 years.
      i. different changes and action items coming forward for this leadership to how to address and engage our staff and employees across campus based on these results.
      ii. Went out to all permanent employees (Tenure Track Faculty/Instructors, Research Faculty, University and Classified Staff).
         1. Doesn’t include Grad Students, Bi-Weekly Students, temps or lecturers
   b. Performance Cycles ended with Fiscal Year End
      i. Will be working with supervisors to finish those out.
      ii. Those using Cornerstone will see some action items

3. July Compensation Reminders
   a. 5% across the board increase for Classified Staff as of July 1, 2023
      i. Matches state cycle
   b. Minimum wage was increased to $18/hr for all staff and $16/hour for student assistants

4. FAMLI Leave- no update yet but fall will be chaotic for HR with all of these roll outs.
   a. This is basically like a leave insurance type program. It does not leave at how we think of it today when you take vacation or sick leave and it's kind of like here's an hour of your time because you went to a doctor's appointment for sick leave. It is like a prorated pay amount for time that you're spending away and it has a broad usage primarily that lines up with things like that you would think of like sick leave or parental leave.
      i. It was passed at a state referendum. 2021. So if you voted during that election or here during the election, you probably saw it and voted on it.
      ii. Self-Administer for Campus
   b. Leave Sharing PULSE Question
      a. Jessica Sandoval, During COVID, all leave swept hours were automatically donated to the leave sharing bank. It makes no sense for these hours to be wasted if the person does not do the leave donation form or misses the deadline. They should be automatically donated.
      i. Leave Sharing and Leave Sweeps are connected
         1. Leave Sharing program is available to any leave accruing employee on campus, primarily staff.
a. If someone exhausts their leave balances during a fiscal year but are still in need of leave for family medical, catastrophic scenarios etc., then we have a way to help them
   i. In the past, HR has communications about donating unused leave into a leave sharing program that then can be given to other employees in need. However if someone was 50 hours over, these hours weren’t then available to be given to someone else.
      1. The sweep is now kind of an independent thing and the leave sharing just takes applications and grants as much as they’re able to within that situation.
      2. So when you get your hours swept, it's just technically a number, right? There’s no funding moving, there's no allocation of dollars that switches hands behind the scenes. Just a number adjusted.
      3. We don’t want employees to feel they have to give their leave to employees in need but to feel free to use the hours they have earned and those individuals in need will be handle separately.

b. University Staff have a cap for how much unused leave they can accrue at a given time – 352 hours (if you accrue for 2 years without using any leave).
   i. Classified Leave is handled differently and they are granted leave based on years of service.

6. Notes:
   a. Mike would like everyone to use Raise Hand function and then wait to be called on if you have a question or comment.
   b. Q&A Function in Zoom – Very handy tool. Will look at implementing – not sure if this is just used for Webinars in zoom. Exploring options how we will engage through Zoom.
   c. I just want to add that the staff council is a place to bring in our voices because Even if I feel like, oh, maybe I’m the only one who’s having this issue or this worry – it could allow others to speak up on this issue/concern as well.
   d. Staff Council Administrator – Eryn Van Poole – Neutral voice of Staff Council help provide logistics and historical context for meetings and committees.
      1. OneDrive – everyone has been added and should have access to all of our files.
      2. Partnership with Basic Needs Center – Provide water for summer Mobile Food Pantries since it can be quite hot outside during the summer.

1:00 p.m.  

DELEGATE REPORTS – Discuss Open Delegate Positions for 2023 – 2024-

Current assignments:

Group 1:

1. BFA, Boulder Faculty Assembly: Alisha Stewart/ Back up: VACANT
   a. The primary responsibility in this role is to attend each BFA General Assembly meeting throughout the academic year, take notes on BFA’s activities/actions, and report that information back to BCSC via a monthly delegate report.
   b. Meets during the Academic Year
   c. Alisha is happy to continue

2. UCSC, University of Colorado Staff Council: Jan Owens/ Grace Maniscalco/Josh Turnquist
a. Representatives from each of the Campus Staff Council’s meet to discuss larger scale changes/updates that would affect all 4 campuses and not just one.
   i. 3 Staggering Terms (3 Yr, 2yr and 1yr plus alternate- elected during officer elections) but we currently have one Opening for a 1-year appt –
   ii. Vote between below options:
       1. Cameron Brooks
       2. Shelby Javernick
   a. Anonymous Poll was launched and Cameron Brooks came out as winner.

3. CORB- CUPD Community Oversight Review Board: Clara Smith and Andres Morales
   a. Community Oversight Review Board (CORB) which is the outcome of a months long collaborative effort among the CU Boulder Police Department (CUPD), student and campus leaders, and representatives of the campus’s shared governance groups. CORB is also the key recommendation of a community safety task force the chancellor charged with evaluating campus policing policies, practices and training and recommending steps to ensure public safety works for the campus community.

Group 2:

4. Pathway Safety Group: Vanessa Luna
   a. Facilities Management, Campus Safety, Parking Services, CUPD – and we talk through areas of campus where safety can be improved, and they get things accomplished with little to no budget.

5. Student CUSG: Sara Abdulla / Back Up: VACANT
   a. The primary objective of CUSG is to serve students wherever possible. CUSG seeks to make a meaningful impact on the lives of CU Boulder students by funding student organizations and clubs, passing legislation to better the lives of students, representing the student voice on joint boards and overseeing facilities

   a. GPSG represents graduate and professional students at the University of Colorado Boulder. We support initiatives that empower graduate and professional students’ ability to pursue their goals. We promote actions that benefit their academic, professional and socioeconomic well-being

1:30 p.m.

COMMITTEE REPORTS – Please give a summary of your committee for new reps

• Awards and Staff Recognition (ASR)– Jan Owens and Kaitlyn Rye
  • Years of Service recognition for all staff and planning the End of Year luncheon & Staff Council Rep recognition

• Blood Drive & Community Service – Alisha Stewart
  • Partnership with Vitalant over 50 years to host at least 5 Blood Drives a year and we have saved 121,000 years during that 50 year partnership.
  • We partner with various community service entities: Meals on Wheels Boulder, Food Drives, Be the Match and host a month long coat drive for Coats for Colorado

• Communications – Vanessa Luna
  • We, arrange a quarterly newsletter as our job is to communicate the message of Staff Council and more recently also to keep to create a well-informed and engaged body in staff in general.
  o We pull very high readership numbers.

• Elections – Josh Turnquist
  • General & Officer Elections are our heaviest lift of the committee
    o Front Line Staff Polling Stations – re-tweak them from last year.
      ▪ We want this offering to be better utilized
      ▪ We receive 900-1,000 votes our of a staff of 4,500. Which is great but still room for improvement.

• Front Line Staff – Crystal Cyr and Claudia Numan
• Special Committee – doesn’t count towards committee requirement, would be in addition to.
  o Translation Services, interpretation services for events, round table discussions to hear directly from them.
  o 5 Appointed Front Line Staff Positions – still open and need to be filled

Committee for Advancing Equity, Diversity, Inclusion and Belonging– Leah Parvez and Clara Smith
  • Is a fantastic committee as Mike said focusing on equity, diversity, inclusion and belonging on staff council and also the larger campus as a whole.
  o Created a cultural resource list of vendors, businesses around our community who are that are owned by historically marginalized folks in order to try to create a sense of belonging here on campus that folks know.
    ▪ Partnering with HR and Arts & Sciences
  o Translation services – in partnership with Front Line Staff Committee
  o Digital Accessibility work with our committee and wanting to bring this to our Full Council as well.
  o Goals for next year: Work on Community belonging and employee development
  o Front Line Staff – is anyone who is paid below minimum wage which just increased to $18/hr.

• Outreach and Events – Karrie Pitzer and Jessica Sandoval
  • Staff Appreciation Breakfast, Ice Cream Social, Campus Kids Day
  o You don’t have to be on the committee to volunteer at an event

• Payroll, Benefits, Retirement and Legislative (PBRL) – Grace Maniscalco and Ian King
  • Mainly focused on Benefits and this last year we focused on a White Paper for Child and Eldercare Benefits and have shared with Executive Leadership as well as partnered with our HR Liaison to see which concerns that we brought forward in the paper are already being worked on.
  • Staff Sabbaticals – beginning stages of research.

Attendance for Committee Meetings – every rep needs to be on at least one standing committee.
  - We are looking at how Committees will be structured this year.
  - Once a month meeting for 1 hour
  - Currently, committee meetings have not been sent out as the meeting times will be decided during our August 9th retreat.

1:45 p.m. THE PULSE
Please fill out The Pulse Form if you have anything you want to share/update/discuss at the next Full Council meeting that you have heard from campus.

1. Vanessa: Staff Concern - In a recent CU Boulder Today post, it was announced that Graduate and Family Housing would be pausing the waitlist. [http://bulletin.colorado.edu/node/8120](http://bulletin.colorado.edu/node/8120) Meaning no new applications were being accepted. It was a very brief statement, but it speaks to a larger issue currently facing many CU community members, affordable housing. It is not a new problem, but I believe we are reaching an inflection point at the University and the notice from Family Housing is the first alarm bell. Is there a way to request some sort of update from CU Housing about the status of housing availability? Perhaps propose a collaboration in the form of a town hall/webinar/article (translated) to provide housing resources and guidance, at least until they resume housing applications. (And possibly ask for a timeline of when that will be)
   a. Application will Re-Open it at the Spring of 2024
      i. Graduate and Family Housing (GFH) has experienced growing interest and a significant increase in the number of housing applications in recent years. Based on current demand and occupancy, the GFH waitlist has closed to new applicants.
This pause aims to support graduate students currently on the waitlist and set realistic housing expectations for future students, faculty and staff interested in living in GFH apartments. The application will reopen in spring 2024.

b. Nick: Facilities conditions due to flooding and fire damage
   i. There is a campus plan for Graduate Housing and Staff & Faculty but could be years down the line
   ii. Good contact for questions: Dan Gette AVC of Student Affairs: daniel.gette@colorado.edu

c. I'm not sure when CU Boulder South will be delivered, but it's going to be a long time
   i. I wonder about connecting with the City of Boulder too on this
   ii. We think another referendum vote will be done regarding this

d. Remote work is more of a common trend and affordable housing is needed!

e. There is an office of government relations, Laurie Call & Kirsten Shookman, and we could have them attend a meeting to give updates

f. Affordable housing is such a big issue for campus and there are not good alternatives
   i. The heart of the matter is that many staff members cannot afford to live in the community that we serve. I would like to hear what the university is doing to address this real issue now and not make us wait until CU South is built/finished many years in the future

g. Any idea how many staff live in graduate and family housing?
   i. There is a time limit for how long faculty can remain in housing
   ii. Cracking down on how long people can live there and how many people’s names are registered.
      1. Maybe 2 Years

h. That would be a great question for the panel at our SC Retreat!
   i. University of Colorado has a HUGE backlog of projects for improvements (last time I heard about it), so I don’t know if buying new property is even being considered

j. It would be good to find out what other University towns are doing. In Boulder, 54% of the housing stock is non-owner occupied - many of the City Council decisions that are made are about protecting investments instead of building community and affordable housing

k. Environmental has brought forward options regarding Car Share programs and if something like this could be done towards affordable housing.

2. Jessica Sandoval, I would like to share this information myself at the Full Staff Council Meeting, Other: suggestion that we can advocate for: During COVID, all leave swept hours were automatically donated to the leave sharing bank. It makes not sense for these hours to be wasted if the person does not do the leave donation form or misses the deadline. They should be automatically donated.
   a. Kenny addressed during HR Updates

2:15 p.m.   ADJOURNMENT

Next scheduled Full Council (FC) Meeting – August 9, 2023 (Retreat), Discovery Learning Center, 8:30AM – 4:30PM
   - Please attend in-person if possible!
   - I am working on Special Events Parking: We have not been assigned a lot yet

Online access to Roberts Rules   Upcoming Events: Staff Council Calendar   Newsletter: April 2023

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:

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