FULL COUNCIL MEETING SUMMARY
Wednesday, February 8, 2023
12:15 p.m. - 2:15 p.m.
Zoom and In-Person (CASE E422)

In Attendance:

<table>
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<tr>
<th>Name</th>
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<tr>
<td>Jasimine Evans</td>
<td>Shelby Javernick</td>
<td>Mark Palacio</td>
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<td>Omunu Abalu</td>
<td>Ian King</td>
<td>Jan Owens</td>
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<td>Cameron Brooks</td>
<td>Natalia Johnston</td>
<td>Andres (Schemel) Morales</td>
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<td>Crystal Cyr</td>
<td>Catherine Oja</td>
<td>Claudia Acosta</td>
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<td>Sara Abdulla</td>
<td>Betty Rasmussen</td>
<td>Jessica Sandoval</td>
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<td>Mike Williamson</td>
<td>Alisha Stewart</td>
<td>Clara Smith</td>
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<td>De’Ron Jasper</td>
<td>Lydia Darlington</td>
<td>Esther Horowitz</td>
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<td>Vanessa Luna</td>
<td>Kaitlyn Rye</td>
<td>Tanida Ruampant</td>
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<td>Sarah Safadi</td>
<td>Josh Turnquist</td>
<td>Blake Trujillo</td>
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<td>Chantal Baca</td>
<td>Elyse Sutton</td>
<td>Colleen Ehrnstrom</td>
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<td>Karrie Pitzer</td>
<td>Maggie Mucci</td>
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Not in Attendance: Nick Aniol, Bradley Albus, Carina Gattas, Madison Lane, Grace Maniscalco, Leah McDaniel Parvez, Claudia Numan (On Leave), Michael Reynoso, Sarah Seibold, Dylan West, Danielle Young, John Zizz, Kenny Nelson (HR liaison)

Guests: Robyn Fergus

12:20 p.m.           CALL TO ORDER

ROLL CALL

12:30 p.m.           Approval of January minutes – Motion passed by acclimation

12:30 p.m.           Guest Speaker: Robyn Fergus – CPO (Chief People Officer)

1. I am spending time with key individuals on campus across colleges and divisions. I will continue to meet 1:1 and group settings and then will create some opportunities to join listening/focus group sessions.
   a. Today I am going to share my observations and feedback shared in my time on campus so far.

2. Work Modalities
   a. Seemed there was some concern about some changing policies and potential impacts across campus policy that would inhibit potentially our ability to navigate that space.
   b. We are looking at the Role based decision making about what is needed for in-person vs hybrid environment. We want to reflect the needs of the employees and make sure their needs are being met related to the requirements of their job.
      i. HR will create some guidelines to share out with the campus related to lessons learned and best practices
         a. They are not looking to create blanket policies but more guidelines/best practices for department leaders
         b. We want to assess what worked and what didn’t and figure out how to best support and retain employees.
2. Chat: "Role-based decision making", I love that! I think that's the best descriptor of the policy that I've heard

3. Question:
   a. I just wanted to kind of confirm what I'm hearing you say is that there is no intention of creating a policy for the boulder campus in terms of work, modalities. Is that correct?
   i. I haven't been directly involved with any conversations about a policy shift. Rather let's say at where we've been, where we are today. And how do we reinforce best practice in this new landscape that we're all navigating.

3. Reflections and Observations over the last 3 months at CU
   a. Excited about being at CU in such a gracious and supportive environment
   b. Tweak and refine practices in the HR spaces
      i. Systems and processes – creative solutions to technology needs
         1. System Office and Local HR – want to know what are the important tasks that need to happen over both of these spaces
         2. Step back to look at our Strategic direction and how to create solutions for technology and make sure it supports our work.
            a. How can we include more integration and be more data driven.
            i. Want a less disjointed process for HR hiring practices and as an employee
   b. Questions:

3. Unique instances to configure for which are not aligned for across campus
   a. Opportunities for streamlining. Clear and concise
      i. We need to think thoughtfully about configuring for rather, I think there are some core fundamental practices in the Hr.
         1. And so when you try to provide such a tailored and custom experience in a resource, constrained environment, oftentimes that comes with impacts to data, integrity, errors, resource, constraints on the people who are trying to provide those services so it's difficult to navigate and it can create potentials for inequitable approaches.
         ii. WorkTango – launched in HR and then tailored approaches are needed for specific departments
   b. How are we doing as an HR
   c. How do we engage with New Hires (Onboarding)
   d. Tools, resources to be contributing members of campus
      1. How are you experiencing feedback
      2. How do you want to carve your path here at CU
   e. All of these stages are important for your CU Journey
1. Which stages are we excelling in, where are their gaps and where can we improve.

vi. Culture Survey

c. Questions:

i. Mike Williamson – Are you approaching that as I’m doing both of these at the same time, or are we trying to look at? See campus level first, and then and then how can we impact or affect the system level?
   1. So my consensus is that you know a lot of these are not overnight fixes, and there’s a lot of interdependencies with what the system office level of support provides, and interdependencies for those other campuses right? And so I think we need to figure out how we can fix some of the low-hanging fruit locally here on campus. Will we move that longer-term strategy forward? Does that answer your question?

ii. Vanessa - Do you have any initial thoughts about retention?
   1. Programs and supervisor development (which tools and resources) to encourage employees
      a. You know your local level has the most impact on your experience.
      b. direct programs that can help with that along with supervisor development to help encourage conversation
      c. Where you work, and we see that in survey data engagement, survey, culture survey like the inputs around your immediate environment are going to have the most leverage in terms of you know, decisions that you make as an individual employee, certainly being a part of this larger amazing institution and all of the exciting things. We have a really unique environment that we work in.
   2. Exit Surveys – is their value in knowing what worked and what didn’t
   3. Stay Interviews – conversations around what is working and what is not and what we as an institution can do to keep you
   4. Retention is the job of everyone on campus and our job as HR is to help promote best practices

iii. Vanessa - How are you determining what is working? Are there going to be more listening groups?

1:00 p.m. OFFICER REPORTS

Chairs’ Report and Announcements – Jasimine Evans, Mike Williamson, Karrie Pitzer

1. Employee Wellness Fair Volunteer Sign Up - Feb 22
   - Please sign up if able
   - Question: The Benefits and Wellness Fair website claims “What to expect: The fair will be set up with a variety of tables for you to stop by and explore. CU departments and vendors will provide information specific to faculty and staff on topics like: Childcare, ……” But looks like there aren’t any vendors/campus partners that related to this

2. PRA/RA Working Group 2nd meeting – 3 month timeline
   - Karrie will follow up with the group with the minutes

Vice-Chair Report/Speaker Series— Blake Trujillo

Treasurer’s Report – Bradley Albus – absent

Human Resources Report – Kenny Nelson

1. Vacation Leave Reminder!
   - June 30 will be upon before we know it! We’re encouraging staff to plan ahead and take vacation time in anticipation of leave balances being swept at the end of the fiscal year. Please remind your areas it’s important for staff to use their paid time off!

2. We’ve made progress on some of the asks from the white paper on child and elder care. Will have a more detailed write up soon.
1:25 p.m  **DELEGATE REPORTS**

**UCSC** – Jan Owens, Esther Horowitz, Alternate: Josh Turnquist

   a. Individual invites will be sent to SC Reps- Please attend if able
2. Judi Diaz Bonacquisti – Sr. Diversity Officer – Each campus has a goal for a certain percentage of people of color for each campus and how they will reach that goal
3. Felicity O’Herren – liaison to the president
   a. We gave her a list to talk to the president
      i. some of the policies, and how there are such big differences between our Boulder policy and Uccs policy. How you know how we all keep this straight is amazing, but they have different policies than we do, and different leave policies different just different all over.
4. Create one hybrid policy for all campuses
   a. Isn't that uniformity what caused issues in the past? If EVERYONE couldn't work hybrid, no one could. It's that flexibility that makes the policy work
      i. We want to make sure we are learning from the lessons learned during COVID and not just doing blanket policies that will no longer work for the majority of campus.
   b. If I’m not mistaken, some of our infrastructures are also different, such as funding/budget models; governance; etc., which make uniformity challenging.
   c. Questions:
      i. Vanessa – Jan you mentioned like creating one policy for all of the campuses, for was it?
         1. Not just hybrid work, I mean, even our leave policies are different. I know that Uccs has a 4 hour volunteer leave, so they can take 4 hours and go and volunteer for an organization, employer.
         2. I just it seems to me that the flexibility of like some of these policies from campus to campus is important. We just want to make sure this is a bigger discussion and no blanket decisions are being made for all 4 campuses.
         3. I worry that we're gonna leaning back towards that way (everyone come in x number of days) and I want to make sure that the lessons we learned from Covid.
      ii. Catherine - My one of my primary roles on campus is to be in charge of the policy process, and I meet bi-monthly by I mean every other week, with all of the policy people from the other campuses, and including Dan Montes from the system office.
         1. So, I'm happy to come, or, like, you know, have some time to kind of present to this group, kind of how all of the policies intersect with one another, and kind of why, you know, it's really important, actually, for us to have a bit of autonomy in how a lot of those system policies are written.

**BFA** – Alisha Stewart

1. Katherine Eggert was there to share updates to common curriculum
2. Teaching Faculty – value placed on them and be launching a teaching faculty survey to teaching faculty specifically and clinical faculty really about governance voting rights, inclusion
3. general updates in terms of updating the bylaws and membership and eligibility and standing rule update
4. Interesting presentation on artificial intelligence and developments in AI and academics, specifically be a phase partnering with the center for teaching and learning, and it to kind of build out some sessions for the spring semester and le lead faculty through those top areas
5. Spring Elections – nominations are open starting the 27th

CUPD ORB – Clara Smith
1. Next meeting will be discussing that Dan Jones will be handling complaints and commendations through CUPD
2. Information that Dan and Chief of Police holds and then how that will be widely spread/distributed to the rest of the committee

1:30 p.m.

COMMITTEE REPORTS
• Advancing Equity, Diversity, Inclusion and Belonging (CAEDIB)– Leah Parvez and Clara Smith
  1. Great discussion around Social Justice Summit at last meeting
     o Follow up with Leah to see if Sonja would like feedback from the Summit
  2. First meeting with 3 working groups /breakout room discussions
     o Please make sure to let Leah or Clara know if you will unable to attend
• Awards & Staff Recognition (ASR) – Kaitlyn Rye and Jan Owens
  1. Invitations went out to Awardees and nominators for the Chancellor’s Employee of Year recognition during the February 23rd Basketball Game
     o Eryn and Jan will be putting together swag bag
     o Jan is working with De’Ron Jasper for SC Reps who want to attend the game and to get them tickets
       ▪ You will get an email, and they'll ask you to upload it to a pay account so like your apple pay, or whatever and then, when you go in, all you have to do is is, give them the QR code. From that to get your your seat.
  2. Beginning discussions around End of Year Luncheon and gift
  3. Jan – March YOS Batch will go out First week of March
• Blood Drive & Community Service– Alisha Stewart and Michael Reynoso
  1. Blood Drive happening this week (Feb 7-9).
     o As of Feb 2, we still need tear-down help on Wed and Thur, Feb 8 & 9. See signup sheet: https://docs.google.com/spreadsheets/d/1bc5jfzA9m7v7hiLgDN99NemnXaryeb yOgUtQmgLk7w/edit?usp=sharing
       ▪ We will be making Valentine’s Card to donate to Meals on Wheels on Boulder so they can go out with their meals for Valentine’s Day.
       ▪ 2 free basketball tickets for Women’s basketball game on Feb 23rd.
       ▪ Blood Drives are now happening from 10-2:30p. Jenna from Vitalant came up with the idea for a later start to allow for lunch break for staff before there will be less wait times during peak lunch hours.
  2. 50th Anniversary Blood Drive is April 4-6
     o Vitalant execs will be attendance
       ▪ Vitalant will have cake and is working on getting ambassadors
     o Swag item in the works
• Communications – Vanessa Luna and Dylan West
  1. Newsletter – Engagement results and next newsletter date coming soon
     o Great numbers! Another successful newsletter
       ▪ 60% Open Rate
       ▪ 32% Click Through Rate
       ▪ 2,690 Opens
     o Most Popular Articles
• Newsletter Survey – 170 responses
  • Modality Preference = In-Person
  • Types of CU Events
    o Professional Development
    o Holiday/Recognition events
    o Talks/Lectures Forums
  • Barriers
    o Time Constraints, Parking/transportation,
• We had 52 bots responses
  • FSAP Workshops
  • Professional Development Opportunities

2. Communications mission
  o Engagement remains high
  o Reevaluate committee objectives – now foster a well informed and engaged staff community

3. Bonus topic: Share AP style guide
  o How do we standardize the language we use
    ▪ Bold Text, Simple, non-institutional language
    ▪ Conversational and matter of the fact
    ▪ Short and to the point – heavily edited
    ▪ Punchy, short and memorable headlines – don’t have to spell everything out
    ▪ Use humor when possible – an effective communication tool, especially with students
    ▪ How are you determining what is working? Are there going to be more listening groups?
    ▪ Accessibility tip: don’t rely text styles alone to convey meaning (e.g., bold text, color, italics).

• Elections – Betty Rasmussen and Josh Turnquist
  1. Virtual Information Session was yesterday and we had a great turnout. Thank you for attending/volunteering your time!
  2. Elections are coming up! Nominations will be accepted through February 14
• Front Line Staff (FLS) – Crystal Cyr and Claudia Numan
  1. DEI Impact Grant Proposal – one of the goals of the committee to get more funding around translation. (Shared by email with Tri-Chairs, Comms and CAEDIB)
• Outreach and Events – Karrie Pitzer and Jessica Sandoval
  1. brief update on Take Your Kids to Work Day
    o Getting space from Rec Center
    o Day long calendar about activities around campus
    o Looking at budget to see if we can provide food
• Payroll, Benefits, Retirement and Legislative (PBRL) – Grace Maniscalco and Ian King
  1. Meeting with Shared Governance in two weeks and then meeting with Pat next week to discuss our WhitePaper before presenting to Shared Governance

1:55 p.m.   PULSE

1. Staff Council Inbox - I request that Staff Council look into a system for:
   - paying for Parking: A percentage based on your salary (higher paid employees pay higher fee - up to a certain cap - than hourly employees). Everyone pays for parking. No one who works at CU gets free parking.
   - And for athletic tickets: Faculty/Staff and retirees get a discount. Staff should not have to pay the required athletic dept. donation. Thanks for any advocacy in these two areas! I appreciate your help!
2. **Blake Trujillo** - I have a request I am hoping might get a little traction with the council... I’m a member of the Rec Center, for classes mostly. The classes are really reasonably priced, but staff pay around $50/month for membership, and I think it would be great if membership were an included perk, or at least significantly cheaper. I’ve also talked to several colleagues who would love to use the Rec but it’s out of their budgets.

- Crystal’s office created the Rec Center survey - You should have REC center Survey in your inbox. They usually use their data collected and please provide your feedback. They want to increase engagement from Staff and Faculty to use Rec Center
- Students think all staff receive free membership to the Rec Center.
- Students are surprised that staff utilize the mobile food pantry. "Wait, they don't pay you all enough to afford food?" ~Actual feedback I've heard from a student
- Classes before work hours would be great! Staff only classes so I don’t have to sweat alongside the students I work with...... HAHA!

3. **Jessica Sandoval** - Staff Concern, Quality of additional benefits-Childcare and fertility benefits are really arduous and sometimes impossible to utilize and it may be worth gathering feedback from other employees to see if others are struggling to use them as well.

- Shelby talked through with PBRL last week about childcare benefit and how last minute it is
- Fertility benefit – do we have this benefit to just stay we have it vs being able to really utilize it.
- We want to make sure our employees are benefitting from this
- Jessica and Shelby – would you be able to share where the hangs up (please share specifics) are so we can have them for when sharing with leadership

4. **Sara Abdulla** - Staff Concern, A staff employee from my area reached out with concerns about the institution's use of the term "Colorado Native." To directly quote my peer: "Are you aware of any discussion regarding our use of the term "Colorado Native"? There are a lot of places where CU uses the term to describe individuals born and raised in Colorado—most of whom (as far as I’m aware) do not belong to an Indigenous group hailing from this area. Fully recognizing that I might be overthinking this (and as someone who has no Indigenous American roots), the use of the term feels in conflict with the spirit of our land acknowledgement. I’ve done some (very!) cursory searches of CU’s materials, but haven’t seen anything about it." I have asked this staff person for a link or other reference to where the term was used (waiting to hear back). The question for the council is have other seen "Colorado Native" being referenced on campus and is this a subject that is known to have been discussed by the IDEA Council. If not, what is the process for bringing this to the IDEA Council’s attention?

- Karrie: here is a good article discussing Sarah’s pulse item directly – with input from CNAIS director Clint Carroll. It is a discussion that goes on clearly as the article is a few years old.


- Chairs have brought up Chief being used in titles and it’s on the radar – Jasimine wants to research this more and provide future follow-up
- Crystal I can only add that when we describe students on campus, we describe them as "CO residents."
- Jessica - I think the word native is important in the inclusive language discussion but ultimately the word native does just mean something/someone is indigenous to location. There are plants that are native to Colorado and that is the same in my mind as a person being native to Colorado.

5. **Shared by Secretary** - Wondering what the official CU policy is on campus visitors, their level of access to campus buildings, and what is the policy for visitors to film students, faculty & staff. I have found information about CU’s data collection policy for itself, COVID-19 guidelines for visitors, and even drones (though the links for more info are broken) but nothing about the policies that visitors must adhere to while on-campus. It would seem many of the links on this page need updating: https://www.colorado.edu/policies Asking this question in response to some recently posted youtube videos showing a family members of a CU staff member walking around campus, entering buildings and rooms, and candidly filming students. *(Moved to next month)*
6. Guaranteed Ride Home – Clark Rider – looking at a grant through E470 to create a call center so you can call the guaranteed ride homes more efficiently. This option was looked at previously but there was no funding and now with the grant this would allow

2:15 p.m.   ADJOURNMENT

Next scheduled Full Council (FC) Meeting – March 8, Zoom/UMC 384, 12:15PM – 2:15PM

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

Delegation 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:
✓ BFA, Boulder Faculty Assembly: Alisha Stewart/ Back up: Bradley Albus
✓ UCSC, University of Colorado Staff Council: Daniel Steinke, Jan Owens/ Esther Horowitz
✓ CORB- Community Oversight Review Board: Clara Smith and Andres Schemel/Blake Trujillo

Group 2:
✓ Pathways Safety Group: Vanessa Luna
✓ Student CUSG: Sara Abdulla / Back Up: VACANT
✓ Graduate and Professional Student Government (GPSG): Kaitlyn Rye / Back up: VACANT