



**System Staff Council**  
November 12, 2013  
1:00 – 3:00 p.m.  
1800 Grant Street, 6<sup>th</sup> Floor  
**Meeting Minutes**

**Attending:**

Leo Balaban, Office of Information Security  
Stephanie Ball, Risk Management  
Darren Chavez, Academic Affairs  
Jim Dages, Employee Services  
Tracy Hooker, Human Resources  
Jamie Joyce, University Counsel  
Lexie Kelly, University Treasurer  
Debbie Martin, Internal Audit

David Pierce, University Controller  
David Poticha, Technology Transfer  
Demetria Ross, Employee Services  
Nancy Sicalides-Tucker, Employee Services  
Tricia Strating, Employee and Information Services  
Tony Tolin, Procurement Service Center  
Amanda Ulrey, University Relations  
Lisa Vallad, Office of the University Controller

**Approval of the September Minutes:**

*Moved* by David Pierce *Seconded* by Stephanie Ball. *Passed unanimously*, Debbie Martin and Darren Chavez abstain.

**Approval of the October Minutes:**

*Moved* by Tricia Strating *Seconded* by Leo Balaban. *Passed unanimously*, Darren Chavez abstains.

**Jill Pollock’s Responses to Questions/Comments submitted by SSC in September 2013:**

**#2. CU is still below its peers when it comes to tuition benefits. Has any progress been made towards improving it?**

Yes progress is being made with the Boulder campus. A joint proposal has been made by the Boulder Faculty council. This is still in progress and they are considering a financial aid discount. They will do a study within the next few months for see if it is feasible. They will also be re-visiting an increase of credit hours.

**#3. With the improved economy, are you seeing a trend where a lot more CU employees are looking and subsequently leaving for private sector/more lucrative jobs?**

It is a slight trend but we are seeing trends. IT jobs are the first to drift, but this is not significant because most classified employees have an incentive to stay with CU because of PERA.

**#4. At some point sick leave for classified employees was supposed to change to 7 or 8 hours. Is there anything we can do to help that process move forward from 6.66?**

This has not been considered yet for classified employees. A rolling 12 month period is being considered for FML rather than a fiscal year.

#5. Any chance in getting flex schedules for System employees as an option? Perhaps this decision is department-driven?

CU has an internal policy on flex schedules and is a department decision.

#6. Advocate for tighter restrictions on the use of working retirees at all levels. Specifically, put a maximum time limit - specific number of days over a maximum period of time, e.g., no more than 140 days per year, not to exceed two years, regardless if the position itself is deemed to be part-time, high-level or special skill.

PERA limits 110 or 140 working days per year. For system it is limited to no more than 10 PERA working retirees, per campus, per fiscal year, working up to 140 days. 50 people could be working up to 140 days for specific short term needs. CU will consider how to educate and train on how to calculate %'s of time.

#7. May Employee Services offer a 529 plan option? Roth IRA?

Only States can do a 529 plan and CU can't offer a Roth IRA do to legal preclusions. We haven't thought about a retirement option plan for spouses, but Jill Pollock will look into it. CU will have an external firm review our plans and fees. This group will probably help us look at a more flexible option.

#8. Please address having to change insurance each year.

We don't need to change insurances each year, but we do not go more than 5 years without running another bid for plans. In July 2010 our insurance became self-funded which resulted us changing our plan from Anthem to Cigna. We had several issues with Cigna and returned to Anthem. Changes to PeopleSoft HR will eventually have less paper forms for open enrollment. Several new changes to health care services will be coming, example mental health and diabetes.

CU encourages everyone to do open enrollment each year to see what changes have been made, but it is not mandatory.

CU has not discussed the higher rates without deductibles right now, but will give it some thought and we do offer 3 types of plans.

Flex cards maybe in the plan for next year.

#9. What does "Total Compensation" mean? What will it look like? An example on the University of California website [http://atyourservice.ucop.edu/applications/total\\_comp](http://atyourservice.ucop.edu/applications/total_comp)).

Total compensation, total rewards, salary benefits and development are my goals. We are doing a lot of work with technology, jobs at CU, job descriptions and want to link them with skill soft. This project will be using an IBM product called KeneXa that will have salary surveys, etc.

#11. Will 'Be Colorado' be available to those not participating in a CU Health Plan?

Yes, on July 1, 2014 for employees. Right now we have a smoking cessation program that is available for employees and any family member. We also anticipate having a children's program for ages 5-11.

#12. We are curious about the CU approach to actually retiring senior administration/faculty, and thus providing opportunities and growth for the next generation of CU leaders.

Jobs at CU will begin listing skills with each job. We use an IBM product – KeneXa to begin a standardized job description as well as providing the ability to determine salary ranges.

#13. Will there be more assistant plans, like free legal counsel, counseling, etc.

The only current plan right now is through UCB. The other available plan is through the State (SEP). University hasn't given any thought to free legal counsel but can look into it.

#14. Financial Education Program plans.

You can take a financial IQ quiz in the portal and could be entered into a drawing to win a tablet. These plans can help with financial education, earning money from employment and being realistic and choices of retirement. This is sponsored through TIAA-CREF.

#15. Is there a bullying policy at Boulder? Or overall? Is this looked at through your office.

Not sure that they have a bullying policy at Boulder, but Jill Pollock will check into it. You must take a discrimination class and harassment class every 5 years. Maybe we could have a Brown Bag lunch to learn the tools and what to do if you see bullying or are being bullied in the workplace.

**Treasurer's report:**

Debbie Martin: Nothing to update, will send email when updated.

**Chair/Vice Chair – Nancy Sicalides-Tucker/Tricia Strating:**

Meeting with Leonard Dinegar: AED Training: Leonard delegated Jeri Barlock to do behind the scenes work and there maybe another CPR class. He contacted the American Heart Association for a mini class; no certification. Jeri Barlock will handle all of the coordination and SSC will co-sponsor. December 9<sup>th</sup>, a 45 min classes in the am.

Reserved parking – Leonard Dinegar met with building parking people. They said they have an idea to pay more for reserved spots; 30 more.....but Nancy Sicalides said it is not equitable. Leonard Dinegar will take into consideration and decide.

Nancy Sicalides: Construction on the 8<sup>th</sup> floor – Regents conference room is being moved, some cubicles will be turned into offices and the coffee area is being eliminated. The construction will be done after hours. This should be completed around May.

If employees need the 8<sup>th</sup> Floor conference room they should talk with Shaniece Owens to see what the most efficient way is to use and reserve the conference room on the 8<sup>th</sup> floor.

Office of President will be doing a turkey day on 12/13/2013. Progressive Potluck will also be held that day.

Tony Tolin and Darren Chavez to provide ideas to Elizabeth Collins to identify the food for the potluck so people will know what is in the food in case of any food an allergy.

Family Staff Appreciation Event: Nancy Sicalides and Tricia Strating can't share with us but they say it is awesome!!!

Swap meet: any suggestions on how to do things differently for next time please send them to Nancy Sicalides.

### **Employee of the year award:**

Nancy Sicalides says thank you! Event went great. However, there were some negative comments made from some SSC members during the event. So please in the future please bring any negative comments to the council here or talk with the individual. Please do not discuss negative comments and please use discretion while an event is being held. Reminder, I want to make SSC a positive thing. Please bring facts to the table. (Nancy Sicalides discussed how she would like SSC to live by and that this is a one-time discussion about this). SSC is for all the staff in the building.

### **Committee Reports:**

#### **Communications - Tricia Strating:**

Stephanie Ball: The process needs to be changed a bit. Please email Stephanie Ball the flyers with what the subject needs to be, any attachments, the date it needs to be sent out and who the audience is. When the final version is complete, Stephanie Ball will forward it to Jamie Joyce to send out. Stephanie Ball will write up a procedure for this. We need to get understating of what goes to system, 1800 Grant, and when to send to Government Relations.

#### **Outreach Committee – David Pierce:**

The Holiday tree is up with the ornaments to select and then purchase a gift. Gifts are due December 2nd and then we will need some help for putting the children's names on the presents.

Tricia Strating: is checking on the coloring books and crafts for party.

David Pierce: Milo may stop by – Chip is not confirmed.

Event will be at the Warwick – 2<sup>nd</sup> floor.

#### **Leo Balaban – Employee Advocacy:**

We submitted suggestions to Health and Trust about changing benefits and went over questions that needed answered. We will go over the questions with what Jill Pollock gave us.

Nancy Sicalides – to become an official committee it needs to be submitted 10 days prior to the meeting. This was submitted to the executive committee and they will vote on it prior to the next SSC meeting.

**Brown Bag Report:**

Lexie Kelly: Leah Cheney will change the date of the walks when there is a brown bag lunch.

**Additional Topic**

**UCSC Updates - Nancy Sicalides-Tucker:**

Nancy Sicalides: At last month's meeting we only discussed a couple things:

Lisa Landis and Dan Montez were guest speakers and talked about Boulder Vice Chancellor Bill Kaempfper.

UCB increased vending machine prices, extra money go towards tuition. Let's think about what we could do here at 1800.

Tricia Strating: Jill Pollock addressed the time periods of retiree's. Other campuses would like a tighter control on the time limits and more positions. Campuses also wanted to know why hire a retiree and not hire students, etc. We are not touching on these yet; Lisa Landis said they have left the policy loose at a system campus level so each campus can address it within the campus.

Tricia Strating *Motion* to adjourn, *Seconded* Nancy Sicalides

Meeting adjourned at 3:26