



University of Colorado System Staff Council

<https://www.cu.edu/ssc>

MEETING AGENDA

Tuesday, January 8, 2019

1:00 PM – 3:00 PM

1800 Grant, 6th Floor,

Denver Conference Room

Conference call in number: 1-877-820-7831 Passcode 522936#

1:00 PM Call to Order

- Roll Call

1:05 PM

- Approval of Agenda
- Approval of Minutes

1:10 PM Short Activity (Ashley and Angie)

1:20 PM Treasurer Report – Elizabeth Nakahama

1:30PM New Workplace website – Jackie Foster

2:00PM Chair / Vice Chair Report – Tara Dressler and Tanya Cohen

- Additional UCSC rep so that we have 3
- People in need in the building – Robi
- Leonard Update
 - Bottle fill stations hopefully coming soon – pricing by the end of Nov
 - Bathroom remodel delayed until ???
 - New elliptical for the mini gym – Tara
 - Treadmill is in working order but should be replaced next year – Leonard will help with the cost
 - Jackie is going to work on a floor proctor meeting so people are aware that there are floor proctors and what they do
 - Mirror outside garage – Got a bigger mirror...as good as it gets...
 - CCC – numbers update – Nicole
 - Blurb for the newsletter on volunteer hours (sample from UCCS)

2:20 PM Committee Reports

- Brown Bag – Angie Generose and Phillip Curry
- Communications – Elizabeth Nakahama and Sarah Braun
- Events – Tara Dressler and Nicole Combs
- Health and Wellness – Jacqueline Bannister and Laura Isacco
- Outreach – Sarah Braun and Tanya Cohen

2:45 PM HR Updates

- TBD

2:50 PM UCSC Updates

- We had the staff rep, Corey Edwards, for the Presidential search committee attend and answer questions

- Reviewing and updating the bylaws
- New event to be held on April 26th

Next Meeting – February 12th

UCCS Blurb:

UCCS allows university staff and classified employees to use short-term paid administrative leave for volunteer work! This is based on APS 5021 and the State Board Rules. Granting the time off is up to the discretion of the employee's supervisor:

University Staff & 12-month Faculty

APS 5021, II.B. Short-Term Paid Administrative Leave

Supervisors of eligible employees may authorize short-term paid administrative leave for the purposes described in this policy. A maximum of ten (10) days or eighty (80) hours of short-term administrative leave may be granted over a twelve-month period.

Short-term paid administrative leave is not an entitlement or benefit. Authorization of short-term paid administrative leave for eligible employees' rests within the sole discretion of their supervisors as exercised within the guidelines described in this policy.

II.B.1. Purpose of Short-Term Paid Administrative Leave.

Supervisors may authorize short-term paid administrative leave for eligible employees for reasons determined to be for the good of the university and the state. Supervisors shall consider prudent use of taxpayer dollars and the business needs of the university in determining whether such leave is for the good of the state. Such reasons include, but are not limited to, incentive rewards, coursework directly related to employment, and participation in school or community volunteer activities.

Classified Staff

Administrative leave guidance can be found in State Personnel Board Rule 5-15. Administrative leave may be used to grant paid time when the appointing authority wishes to release employees from their official duties for the good of the state. In determining what is for the good of the state, an appointing authority must consider prudent use of taxpayer and personal services dollars and the business needs of the department. To view the entire APS for University Staff, click [here](#). For Classified Staff, click [here](#). These are not new policies; the UCCS Staff Association would like to make more people aware of this opportunity to give back!

If you use this type of leave, please use the volunteer administrative leave code in MyLeave. There will also be a non-profit fair at the Staff Association Spring Enrichment Day on March 20th, 2019. If you have questions about this policy or would like to find out how to get connected to a volunteer opportunity in the community, please email Sarah Elsey atselsey@uccs.edu.