**System Staff Counsel Meeting Minutes**

**Thursday, October 8, 2020**

**Zoom Meeting**

In Attendance:

1. Laura Isacco
2. Tanya Cohen
3. Stacy Gomez
4. Katie Princo
5. Kayle Lingo
6. Grace Shattuck
7. Christina Beck
8. Mayank Mittal
9. Phillip Curry
10. Tara Dressler
11. Bethany Highfill
12. Nate Dietrich
13. Kit Barwick
14. Beth Marcotte (HR Representative)

Absent: Dave Korman, Candace Cyrus, Janet D’Aigle

Regular Monthly System Staff Council meeting called to order at 9:04 am by Katie.

Approval of the Agenda:

*Motion to Approve* by Tara

*Seconded* by Stacy

*All in favor to Approve*

OFFICER REPORTS

Leonard Update – Bethany

* Bethany routed the discussion points from meeting to the group before this meeting.
* SSC leadership will now meet with Kathy Nesbit instead of Leonard moving forward.
* The Halloween party is still being held virtually by the president’s office.
	+ Some ideas were sent to the planning committee for the event and are waiting to hear back.
* Nominations for the President’s Employee of the Year are now due on October 20th.
	+ The virtual event will be held on November 4th.
	+ The requirement for two nominations has been eliminated.
* Both of SSC’s budgets have been approved.
* The President’s Office wants to collaborate with SSC more often.
	+ They routed the restructure blurb for us to review.
		- Ryanne Scott wants to thank SSC for helping with this.
* The old treadmill has been sold and there is a credit in the budget for it.
	+ We are going to request cubbies for the gym.
		- Because of the building remodel this may happen sooner.
* Governor intends to furlough classified staff but CU is not doing this yet.
* Kathy should be notified of important updates.
	+ She has expressed concern about a general lack of communication during remote working.
	+ She will keep SSC leadership of any updates from the President’s Office.
* Tara and Tanya reorganized the 1st Floor Storage Room
	+ The is currently a lot of SSC SWAG.
	+ Everyone normally has access to this room because the key is left in the lock.
		- The surrounding doors have been locked due to Covid, so members have not been able to get to the storage room door.
			* Stacy will reach out to Nora to see if SSC key cards can be updated to include these 1st floor doors.

Theodosia Cook

* She does not want to present. Instead, she wants to have a conversation with us.
* She is hiring liaisons to identify departmental Diversity and Inclusion needs.
	+ Every department and group is going to need different resources.
* She also wants to review climate surveys and exit surveys to identify needs.
* Her mission is to unite the campuses.
* Questions:
	+ Katie: How can we implement the practices we learn?
		- Narrow down a few things that you think could be action items. Talk it out with coworkers and create a supportive group for change.
	+ Bethany: How are you ensuring that things are consistent on campuses?
		- Meetings, following processes, pushing for consistent databases, collaboration
	+ Kit: Can we reach out to you directly?
		- Yes, you can always reach out to me.
* Kit: SSC website
	+ Theodosia’s Recommendations:
		- List what charities the System Office collaborates with.
			* Stacy: we do Colorado combined campaign
			* In the future CU could match the donations of our employees
				+ CU would allow people to donate time.
		- Add information regarding the Admin Leave option for Volunteer Time.
			* SSC has been working with Leonard/Kathy on this.
				+ SSC has put this on pause due to Covid.
			* Theodosia will work with Toni on this to get this moving because of the mental health benefits of volunteering.
				+ Tara will send the group the approved language.
				+ Beth Marcotte will put this on HR’s radar.

Treasurer Report: Katie

* Events has been waiting on the second budget to be approved.
* Katie, Bethany and Nate will meet next week in regards to budgets and will keep the committees updated.
* Budgets are similar to previous years with only a small deduction.
* President’s Office still intends to cover the President’s Employee of the Year Award.
	+ This will make up for the budget decease plus some.

Committee Reports

Events: Bethany

* President’s Employee of the Year Awards
	+ Nominations have been extended until October 20.
	+ The Event will be held on November 4th.
	+ The requirement for 2 nominations has been eliminated.

Brown Bag: Tara

* The first Brown Bag event was a success.
	+ Quite a few people attended.
* Tara wrote Dr. Flake a note thanking him for presenting.
* The Second Brown Bag is going to be in January 2020.
	+ This Brown bag will be a collaboration with the H&W committee.
* Third Brown Bag will be in April about Diversity and Inclusion.

Diversity, Inclusion and Outreach: Kit

* Even if we mess up in regards to Diversity and Inclusion just keep moving forward. This is a learning process for everyone.
* DIO would like to highlight the great work that is being done on the campuses before putting on any new events.
* A Training section has been added to the SSC website.
* DIO will continue to with the campuses to add information to the website.
* Kit will work on updating the SSC homepage to reflect Theodosia’s recommendations.

Health and Wellness: Bethany

* The Zoom cooking class is coming up on October 23rd.
* 26 people have already added this event to their calendar.
* Phillip is going to lead the class.
	+ He will do a test run next week.
* H&W will send a reminder email in advance that will include a list of supplies.

Communications: Phillip

* If possible, please send committee content to Comms by the 23nd.
* The newsletter will go out the last Thursday of the month.

HR Updates: Beth

* The updated version of the Remote Work Handbook will be reviewed by multiple committees over the next couple weeks.
* A few HR team members went to a conference and discussed life in 2020.
	+ The whole HR team is meeting tomorrow to identify potential improvements.
		- They will updated the staff as changes are being made.

UCSC: Tara

* Service Excellence Awards were held on September 25th.
	+ Katie Princo won.
	+ Over 100 people joined the virtual event.
	+ The event went very quickly.
		- It was over in half that time allotted.
			* This will be considered when planning future events.
			* Most Regents didn’t attend because the event was over before their scheduled time.
	+ UCSC will be mailing out certificates shortly.
* In the last Regents meeting Heidi Ganhal recommended student refunds of up to $2000 without discussing prior to the meeting.
	+ The group decided that things need to be brought up beforehand in order to leave an opportunity to discuss the topic thoroughly before the Regents vote.
* It has been brought to UCSC’s attention that supervisors are still telling employees that they are not allowed to participate in SSC/UCSC.
	+ Permissions should be granted to all employees unless there are valid reasons why they should not participate.
* UCSC is looking into the impacts of the furloughs.
	+ Stress, mental health, work loads
* Question (Tara): What is the status of the Equal Pay updates?
	+ It will be happening in phases starting on January 1, 2021.
	+ HR is currently working on updating job descriptions.

OPEN FORUM

* Question (Phillip): Is there any feedback on the newsletters?
	+ Philip will ask Kayle to pull up the statistics for newsletters interactions.
	+ We haven’t had any other feedback

ADJOURNMENT

*Motion* to Approve by Stacy

*Seconded* by Tara

*Approved* by Council

*Meeting Adjourned at* 10:55 am

*Meeting Minutes by* Laura Isacco