

UNIVERSITY OF COLORADO SYSTEM ADMINISTRATION STAFF COUNCIL

Minutes

Tuesday, June 12, 2018
1800 Grant Street, Denver
6th Floor, Denver Conference Room

Tara Dressler called the regular meeting of the System Staff Council to order at 1:05 PM.

ROLL CALL

The following members were present:

Sarah Braun, Office of Information Security	Annie Melzer, Employee Services
Phillip Curry, University Information Systems	Kay Miller, Employee Services
Tara Dressler, University Counsel	Elizabeth Nakahama, Office of the Treasurer
Ashley Eschler, Employee Services	Demetria Ross, University Controller
Tracy Hooker*, Employee Services	

**Indicates non-voting ex officio member*

ABSENT: Nicole Craft, Tanya Cohen, Andrew Drummond, Angie Generose, Kiki Holl

GUESTS(S) ATTENDING: Matt Fleming and Enrico Leone from CU Denver Staff Council, Jacqueline Bannister, Jean Howe, Katie Mueller

A quorum was present.

APPROVAL OF THE MINUTES

The minutes of the May 8, 2018 System Staff Council meeting were approved during the meeting.

Moved by Demetria Ross; *Seconded* by Elizabeth Nakahama.

Approved by Council.

APPROVAL OF THE AGENDA

Moved by Sarah Braun; *Seconded* by Elizabeth Nakahama.

Approved by Council.

OPEN FORUM

Bike to Work Day

REPORTS OF OFFICERS

Treasurer's Report:

- On track for fiscal year end. Please let Elizabeth know of any planned expenditures.

Chair/Vice Chair's Report:

- OnBase and Slack channel being evaluated for SSC use
- SSC Retreat for 2018-2019 will be at CU South Denver on July 19th
 - An agenda will be sent out soon
 - This event takes the place of the regular July meeting
- Kitchens
 - Renovations happening this fall for the 11 kitchens in the building
 - Bottle fill station upgrade on each floor to replace water fountains
 - Filtered water spigots should all be installed now
 - Supplies – Leonard's Office will purchase and distribute to each floor proctor
 - 1-2 designees per floor
- Bathroom Remodel happening this fall
 - 4 individuals volunteered to consult on high design of bathrooms
- Maintenance Requests
 - Floor proctors for each floor are identified and will be meeting soon to talk through responsibilities
- Mini gym maintenance – Building maintenance may be able to assist, recommend a company to provide exercise machine cleaning/tuning, hand sanitizer and wipes also include
- 1800 Grant Resource Guide at <https://www.cu.edu/1800-grant-resource-guide> is being updated, SSC will get a chance to review and provide feedback

REPORTS OF COMMITTEES

Brown Bag – Phillip Curry

- Early planning for October session. Confirmation by August.
- Tentatively scheduled 11am-1:30pm for October 16th.

Communications – Elizabeth Nakahama

- Elevator calendar sign form at cu.edu/elevator. Committee chairs can submit directly.
- Newsletters being sent as necessary.

Events – Ashley Eschler

- Reminder to register for the Supervisor Appreciation on June 26 on 5th floor from 12PM-1:30PM, Wahoo's catering drop-off at 11:45PM.
- Help Needed
 - Events Committee soliciting help with setup/cleanup, Ashley will send out an email closer to the event.
 - Nicole is working on flowers/decorations (vases are in the storage closet).
 - Tara is on drinks and desserts.

Health and Wellness – Kay Miller

- Bike to Work Day
 - Partnering with CU Denver
 - Need volunteers! Day-of at the event, driving equipment over, Help on June 26th to assemble snack bags, early morning on 27th tie bags on the bike rack.
- Snack Attack for May!

Outreach – Sarah Braun

- The MaxFund mobile adoption event on Thursday, May 31 2-4PM went really well! Great feedback from MaxFund and CU Staff; Outreach will consider holding this event again in the future.

OTHER BUSINESS

HR Updates (Tracy Hooker):

- Ashley Eschler will be the non-voting Ex-Officio Member for next year.
- SSC Executive Officer elections take place in July, please email Ashley if you are interested (note that you may nominate yourself or others). Ashley will email a reminder on July 1, voting will take place at the retreat.
- Parental Leave APS #5019 – this has been approved by the President and Chancellors! The policy will be signed and will take effect on July 1.

UCSC Updates:

- PERA discussion and summary of changes.
 - Please send any questions to benefits@cu.edu.

APS Updates:

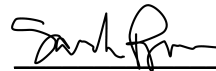
- None

ANNOUNCEMENTS

ADJOURNMENT

Motion by Sarah Braun; *Seconded* by Ashley Eschler.
Approved by Council.

The meeting was adjourned at 2:13 PM.



Sarah Braun – Interim Secretary