Regular Monthly Meeting Minutes

University of Colorado Staff Council
Mar 4, 2024 at 10:00 AM MST
@ CASE Building, Boulder - Room E351

Attendance

Present:

Members: Amber McDonnell (She/Her), Deann Barrett (remote), Cameron Brooks, Jen D'Angelo (remote), Rachel D'Ardenne, Kelsey Draper (remote), Tara Dressler (remote), Gregory Gibson (remote), Jessica Godo, Shawn Hood (remote), JaNet Hurt, Shonda Johnson, Angela Kirkpatrick (remote), Shelly Lange (remote), Shannon McWilliams (remote), Annie Melzer, Jan Owens, Turner Rafter (remote), Natalie Schaffer, Kimberly Slavsky, Alan Slinkard, Sarah Trzeciak (remote)

Absent:

Members: Minna Briscoe, Elisha Garza, Grace Maniscalco, Teri Wilson

I. **Call to Order**

10:18 am

II. **Approval of February Meeting Minutes via Implied Consent**

Approved

III. **Leadership Updates**

A. Regents Meeting Update– Ja'Net

- Feb 8-9 in Boulder
- Chad Mortano (CFO System) - activity on employee retention throughout the system for both faculty and staff, followed by table discussion with the Chancellor, CFO and others to discuss campus specific data. What are the current employee retention
- Board of regents board docs: https://go.boarddocs.com/co/cu/Board.nsf/files/D2AKF4516CE6/$file/StratPlan-Feb2024-EmployeeRetentionNewHires%20(Final).pdf
- Faculty and staff retention has increased over the past couple of years, most campuses are between 90-94% retention
- There is a slight decrease in retention anticipated this year *80-85%) Why is this lower than where the levels are currently at?
- Ja'Net discussed with Felicity and Teri Engelke, issue with how deep you can drill down into the data at the campus and departmental level, without disclosing personal/deidentified information,

1. Retention Committee update

- First meeting on 2/22
- Discussed the results presented in the Board of Regents meeting

- Identified the need for more nuanced data; are there specific departments/units that have retention issues? Specific job types, e.g. frontline?
- What information do we have from exit and/or stay interviews and at what level are these being completed?

B.   UCSC PD Day Update – Kimberly

- Friday, May 3
- 10am-2pm
- Warwick Denver
- QR codes for free parking at the system office
- Theme - Developing yourself, elevator speech, resume, interview
- Resume writing - primarily for jobs within CU, maybe touching on external
- In-House keynote speaker - recruitment in DEI, interviewing experience, risen through the ranks; send recommendations to Kimberly
- Lunch provided, giveaways
- Registration form coming soon

1. Being held at the Warwick Hotel (May 3rd)

2. Events Committee also working on revamp of Staff Excellence Awards

    Update in April

C.   Elections | Policy updates – Alan

- Executive Committee positions are the only seats voted on
- Parliamentarian assigned by the vice chair

1. Look for email requesting nominations in Mid-March

    - Ballot request from OnBoard (March 11)
    - Nominate positions
    - Candidates with the highest number of votes are asked if they accept the role
    - Winners announced in May, onboarding in June, transition in July
    - Terms chair (2) all other positions (1 year)
    - You can self nominate

2. Survey - Once nominations have been received (End of March)

    Survey will be sent, Rachel will reach out to those who received the highest vote totals for each vacancy to determine their interest to serve.
    May need to offer to second choice in the event a nominee determines they are unable to serve.
    New leadership will be announced @ the April Meeting.

3. Regent Policy 6 has been forwarded by Lisa Landis to the Laws & Policies committee for review to get it on the governance roadmap for 2024-25

    - Approved by Lisa Landis
    - On the regents calendar to be approved in January 2025, effective July 2025

4. Regent Policy 3 modifications are in committee and should be approved in June.

- At minimum, there will be 2 staff on the selection committee for any presidential or high level searches.
- Thank you to the policy committee for all their hard work!

5. Grievance Policy
- Overlooked a "faculty" section that needs to be removed from the policy.
- Cannot include classified staff
- Felicity, Alan, and Ja'Net met to discuss the changes and finalizing the policy

   a. Running into a roadblock on this due to Legal being challenged by a conflict between policies relating to University / Classified staff. Policy is already in place for Classified staff so would have to write this for University staff only.

   b. Also, the fact that Chancellors are responsible for all labor related issues on their campus' creates an additional roadblock. May require a question be asked at the campus level (Chancellor's as well as CHRO's) – Stay tuned ……

6. Bylaws / Standing Rules changes (Discussion)

   a. Bylaws changes would include verbiage for stipends (Article X – Finances) being added via a table to the Standing Rules.

   C. Stipends shall be paid via budgetary distribution to members of the Executive Committee

   b. Standing Rules changes would include: EC meeting mtngs being held on the 3rd Tuesday of each month for an hour starting at 2pm, a Stipends table and verbiage recommending the VC be relieved of responsibility as Events Committee Chair

   c. Other items of concern that may need addressed ……. Open discussion

   Policy committee will review the bylaws in their next meeting for a final update
   Final vote in June so the bylaws will take effect for the next term (July 2024-June 2025)
      1. Remove names from the stipend calendar

D. Membership | Committee changes
- Elisha Garza is stepping down from the systems Staff Council and the chair position for the DEIB
- Rachel will solicit a chair for the DEIB committee
- Rachel has reached out the the systems office SC for a replacement for the rest of Elisha's term.
- Alternate short from Boulder

1. Elisha Garza stepping down from SSC as well as UCSC | DEIB Committee Chair

2. Need a replacement from SSC … need to replace Elisha as chair of DEIB committee

3. DEI Pride update - Annie

- June 22-23
- If you are interested in volunteering or running reach out to Annie
- Looking at funding for the runners
- Provide any SWAG

E. Treasurer's Report (Jessica)

- Added in our temporary budget
- $989 carry-forward from last year, as well as the funds for stipends
- $6332 current
- $1200 for BoardCloud
- $3600 for PD Day
- Will ask for roll-over if there is any
- Fiscal year 25- Elitch's not approved; increase in funds not approved. No one received additional increases in funding
- Savings from the switch to new board software, PD committee only having one event

📄 UC Staff Council Budget to Actuals 022824 Pre-Close.pdf

IV. Break

11:02-11:15 am

V. Discussion | Board Software change (OnBoard to Board Cloud)

- Ability to set up a vote
- Sign documents w/ Docusign account
- Agenda markup available
- Can link directly to the Administrative Assistant's email/calendar
- Integrated voting function
- Guest speaker/attendees
- Guaranteed no increase above 5%

A. Do we utilize our board software in a productive manner?

- Not great about accessing OnBoard currently
- Don't think to look at the agenda or meeting minutes, not impacted by the change
- Access documents for research
- I need Rachel's reminders to stay on top of Onboard.
- It's hard to keep up with multiple softwares.

1. If no, what needs to change to make utilizing it a value add rather than being cumbersome?

- RSVP for meetings in OnBoard versus replying to the calendar invite,

- Create a specific Outlook account for UCSC, so meeting scheduling and calendar connectivity to reduce duplicating efforts
- If it ties to an Outlook calendar, does it feed back to Board Cloud attendance?
- Have a poll for in person attendance instead of the meeting invite?
- Is it a good use of time and energy to have one more platform? If not everyone is utilizing the software?
- Need a training so that people understand how to use the software.
- What does everyone have access to and ease of use.

2. Onboard - $6500 price point | Board Cloud $1200 Price Point

   Saving close to $4500, allowing us to spend our money on other things

   a. Will the cost make a difference in how/why we utilize it?

   b. Discussion around scheduling a demo

VI. Guest(s): Alastair Norcross - Chair of Faculty Assembly

- Vice Chair of Boulder Faculty Assembly
- Center for Values and Social Policy, Department of Philosophy
- The Chancellor search - campus is getting ready for campus forums, received many strong candidates
- The faculty strongly requested multiple finalists for the chancellor
- Candidates are weary of being named as a finalist, so names have not been announced
- Faculty Council is involved in extending the faculty senate; revising the faculty constitution due to an APS 5060 on faculty titles (teaching faculty). Titles parallel the tenure track; in the teaching track eligible for 5-year contracts
- Need a .5 FTE to vote, if you are a member of the system Faculty Council, then you are a member of the campus council
- Research faculty - planning to include the research professor track in FC, not the PRA or RAs
- The tricky thing is that not every department is thinking about the research professor or a PRA,
- Job descriptions for PRAs and RAs is very different from the research professor, no teaching component
- Vote on revisions on March 14 and approval of the full faculty senate with 60 days for reviewing, then a final vote to approve
- Instructional, research and some clinical professors now included
- How are PRAs included currently? Both Denver and Anschutz have included these populations in Staff Council, included in both bylaws; UCSC can have PRAs as a member based on their campus affiliation, included in bylaws; Boulder is working to include PRAs and RAs somewhere, concerns and issues, and benefits same as staff and are now included in SC (2000+), two spots (1 RA and 1 PRA) on the current ballot; Springs
- How to included lecturers since they are under .5 FTE?
- Transition to CVS - faculty who had prescriptions being filled or denied; problems are diminishing, provide data about number of complaints. Did staff notice similar issues? Working directly with system benefits to uplift concerns to Felicity O'Hearon and President Saliman
- Costco and King Soopers/Kroger are being added to the plan
- Issue of FCQs, anonymous comments section is being used differently by campus; complaints need to be made to campus departments.
- Also looking closely at FAMLI
- Issue of gun control - regents have had it in their power to ban concealed weapons on campus and haven't

- Tri Chair Carrie Pitzer
- Chancellor Search - March 19 on campus
- Lobby to get additional staff representation increased from one rep to three
- High level of anxious feelings on campus, anticipate that the search won't go well
- Over 900 questions submitted to the search firm, very engaged at every level
- Committed to working with frontline staff who are unable to attend, started ad-hoc Frontline Service Committee, round-tables interpreters in 5 languages to express concerns, very specific needs and concerns, looking for a frontline staff representative,
- Internal assessment of the bylaws - hard time getting committee members to engage, how can we engage people more, the commitment and service aspect of serving on SC, revisions on outdated items
- FAMLI plan- continued need for communication
- CVS Issues - working with Todd Haggerty as the system liaison, close the loop with employees on how issues have been addressed\
- Annual Staff Appreciation breakfast in December, 1200 attendance, served by campus leadership
- In May, family movie night on the campus lawn

VII. Lunch

VIII. Pulse Question (discussion)

    A. Proposal by Amber McDonnell concerning YOS medallions

- Interlocking CU logo
- Medallion cost is part of the system SC budget
- If anyone is interested in their campus opting-in, reach out to Amber
- Boulder has the most people recognized each year, so their cost may be higher
- Denver current YOS is $5.25/pin; the Chancellor's Office pays for the Denver campus; would be interested in participating
- Anschutz - YOS run through HR
- Springs - Spring Staff Celebration event
- Digital badge option for YOS?
- Tiered levels of recognition? YOS reception/event
- Include for faculty years of service as a cost saving mechanism?
- Has there ever been the suggestion to provide an "Admin" day for the individual to use w/in the Fiscal Year? This would need to be approved all the way up the chain but might be something to consider (along with all the logistics and such). It's a long shot but might be more appreciated than a certificate or a medallion. - Unfortunately, it's a no :(

IX. New Business | Questions | Comment period

April meeting at systems office
Felicity and President Saliman

X.   Adjourn Meeting   2:00 PM

1:33 pm