System Staff Council Meeting Minutes

8/12/2021 9-11am

**Meeting Called to Order @ 9:02 AM**

**Roll Call:** Christina Beck, Stacy Gomez, Katie Princo, Grace Shattuck, Minna Briscoe, Sasha Rahmann, Kayle Lingo, Bethany Highfill, Philip Curry and Ashley Eschler, Mayank Mittal, Kit Barwick

**Approval of Agenda**: Unanimous consent at 9:03am

**Approval of Minutes**: Unanimous to approve minutes 9:04am

**Chair/Vice Chair Report- Katie Princo and Bethany Highfill**

* **Retreat follow-up- Katie**
  + Announcement of officers- Katie Princo- Chair, Bethany Highfill- Co-Chair, Grace Shattuck- Treasurer, Stacy Gomez- Secretary
  + Review of strategic priorities and calendar- Katie walked us through the teams SSC site, showing the calendar 2021/2022 and other items. Welcome back has be postponed because of the office closing again. It will happen but they do not know when that will happen.
    - Strategic priority’s location on teams, they are editable and go ahead and update them when needed
    - Christina brought up creating folders to avoid confusion for the calendars.
    - Use SSC 2021-2022 for all updates, Katie will create the folders
* **Reopening and masking updates roundtable- Leonard is interested in getting feedback**
  + - Kit- was expecting it from the news of other campuses. Felt that people were feeling anxious. Negative input was not heard by her.
    - Kayle- Has not heard anything negative. The announcement was expected and thought prudent due to the reservation system is not in place yet.
    - Advancement- their space was not ready for Sept opening and now that issue has resolved itself.
    - Katie will bring up to Leonard about the elevator signs going back up.
  + **Leadership liaison meeting update (Bethany)**
    - Meeting have been quick- will send out a consolidated list of the last two meetings.
    - Nora- Budget items were discussed. Trying to set up regular meetings with her. Grace will be included with budget meetings with Nora.
    - YoS and Pres. Award (Nov) – Tivoli Student Union venue possible (large venue, possibly socially distanced event)
    - Will this need to move again due to restrictions?
    - Possible virtual meeting again?
    - Todd is trying to bridge the gap for Pres and his other roll responsibilities
    - Pay gap
    - Juneteenth- 10 holidays from the State of Colorado, if we decide that Juneteenth is deemed to be considered an official holiday by CU. This would require us to drop off another holiday to add Juneteenth.
    - Discussed creating a doodle for SSC to submit to Leonard. Christina brought up that this is a System Admin. Issue and that shouldn’t all system’s employees be allowed to participate in the pole.
    - Vaccines are mimicking Anschutz’s policies
* **Welcome to Grant street event recap (Bethany)**
  + Bethany has received good feedback- recommendation that it may use as an orientation for new hires (condensed version). Kayle could edit and add fun content. She will talk with RyAnne.
    - Bethany will respond to Annie B. letting her know that she appreciated the recommendation.
    - We were happy that everyone stayed on time. Great event that went smoothly 😊
    - Recording is on the website for everyone to view. Thank you Kayle!!!!
* **Floor tours update (Katie) WILL BE PAUSED BECAUSE OF BUILDING PAUSE**
  + Elizabeth is still happy that we will help with this event.
  + Schedule around food trucks
    - Week before coming back to office we would have a sign up for us to help with this event.
* **Culture survey update (Katie)- Back in July Bethany, Felicity, Theodosia, and Ashley met.**
  + System specific questions
  + Measuring culture, not climate- Climate measures feelings and culture measures behaviors. Measuring behaviors can take 3-5 years
    - Creating inclusive culture
  + Survey logistics
    - They are not completely private; 3rd party team will see information. CU people will not see specific answers from people.
      * Department groupings will make sure that there are not measurable findings from individuals. Getting feedback that it is protected.
      * National Science surveys-opens in Oct. Results will not be posted until Spring 2022
  + Our requests- were already being implemented. There will be a dialogue in how SSC can help with this.
    - Mentoring? This can possibly be something that SSC can help with.
    - Ashley met with Pres. DR’s regarding this survey
      * Emily Osaun has created a communication plan to get the best possible participation on this survey.
        + Showing everyone that is participating will be safe to respond honestly
        + Incentive for groups to get department participation with prizes.

Ex- tickets for Meow Wolfe

* + - * + Last survey had 49% participation

we are striving for 75% for this survey.

* + - * + Campus- have a system that they are coordinating faculty and staff. Will be different for all campuses.
        + What of the report will everyone see? Ashley is going to get an answer to this question. Possibly several versions.
        + SSC promotion of this survey is important to us.
        + Follow-up plan- Strategic Plan pillars
* **Feedback period for Office of Policy and Efficiency (OPE) policy 3C3 (presidential search) (Katie)**
  + Asked for feedback- sent in email as well as teams.
  + UCSC- drafted resolution
    - Katie submitted information herself as well
    - Getting feedback from others is welcomed. Please submit via the form of the link provided.
* **P-card availability (Katie)**
  + Christina and Stacy have P-cards. Tara?
  + Do we need to get one for the SSC? -Is it possible?
  + Trainings for people to be able to use their p-card for SSC.
* **Roundtable / check-in**
  + Nothing was brought up

**Committee Reports**

* Brown Bag – Stacy Gomez and Grace Shattuck-
  + We have sent out an invite to discuss upcoming topics and will work to get Oct BB underway.
  + Meeting set for Aug.17th at 1pm
  + If anyone has ideas, please share 😊
* Diversity, Inclusion and Outreach – Kit Barwick, Phillip Curry, and Mayank Mittal
  + Collaborating with Health & Wellness on Bike to Workday
  + Kit thinks it still will happen but asked who we should be contacting?
    - Happy to help
    - Dave/Kit reached out the DIO groups at Boulder and Anschutz
    - Mayank is updating website
    - Holiday drive in the works
    - School drive- is it possible even something small.
      * Shout out- non-profit drive meeting showed that they participate in school drive
* Communications – Kayle Lingo and Kit Barwick
  + Content due August 24
    - Please put a reminder for yourself in case you become too busy.
    - Keep a lookout for reminders
    - You can find newsletters to send to people on website
  + Newsletter sends August 26 (will be including UCSC proposal to Board of Regents)
  + New Staff Council Photo added to [www.cu.edu/ssc](http://www.cu.edu/ssc)
  + Newsletter Repository
* Health and Wellness – Phillip Curry and Bethany Highfill
  + - 14-er event- 7 people have reached out to participate. Note will be sent out 8/12/21 to discuss weather.
      * Hiking Mt. Quandary, meeting at 5:30am if you would like to participate.
      * Pictures will be taken
    - Colfax marathon sponsorship- CU is sponsoring- Elizabeth Collins group is heading it- Oct.22 is the projected day.
      * 25 people can participate for CU for free
        + Department groups- challenges and prizes
    - Bike to Work – September- trying to partner with Denver
    - Virtual workout classes-participation has gone done recently-
      * Sasha came up with new ideas to get participation up
      * Barre, yoga, strength training, cardio weeks
      * **HR updates- Ashley Eschler-**
        + Staff feedback and the performance cycle

Fiscal cycle for performance was changing to a Jan. 1 date.

March 1 - Jan. 31 (current)

Will need to be changed based on merit issues

Katie- FY July 1- Jun 30 how would it work best with these changes and budget timing.

Ideal timing? Ashley stated that Pres Kennedy shifter to go to FY merit schedule.

Same model merit is effective Jan 1 and back track the months?

Does this make sense? Difficult for HR staff

Nothing has been solidified yet

Promotions and merit shouldn’t happen at the same time? Shouldn’t promotions happen when needed?

Please email Ashley E. and she will take our suggestions to her leadership.

Deadline Friday August 20th.

* + - * + Hybrid sessions went well

Requesting feedback from employees to help with wellness.

* + - **Events – Christina Beck and Dave Korman**
      * Swag appreciation
      * PEOYA / YOS
        + Kit brought up that we need to be very clear on whether it is for just this year or is it for a body of work.

Disconnect- and will be addressed by the events committee.

Received the years of service document for 2021

Ashley would like to go over report to make sure that it is accurate

* + - * Christina- events update- no notes currently
* **UCSC update- Christina Beck**
* Office of Policy and Efficiency (OPE) 3C3 review seeking feedback
  + Haven’t met since last meeting.
    - Encouraging all to participate in feedback
      * Targeted ask that nominees candidate(s) selected to represent staff on the search committee be chosen from nominations supported and selected for nomination by UCSC
        + 30-day window
  + UCSC resolution regarding presidential search
  + UCW Union outreach response and considerations
    - UCSC has declined to amplify that organization
  + Culture survey
  + Retreat: August 19-20 at the Marriott in Breckenridge
  + Revamp of website this summer
    - Positive change to receive feedback.
* Upcoming special guests
  + Theodosia Cook, chief diversity officer, Michael Sandler, vice president for communication, and Felicity O’Herron, chief human resources officer – Invited to December meeting for panel
    - Felicity is now attending the “Leonard Meetings”
* Anything else?
  + No takers
* Adjourn – unanimous consent 10:45am.