



University of Colorado

Boulder | Colorado Springs | Denver | Anschutz Medical Campus

University of Colorado System Staff Council

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

MEETING AGENDA

Thursday, August 15th, 2024

9:00 AM – 11:00 AM

See Zoom Invite

SSC Member Attendees: Gwen D'Elia, Kayle Prilliman, Heather Thorwald, Kelly Richter, Laura Leonard, Roxann Elliott, AJ Petersen, Liz Fagerness, Jen Dekker, Kathy Spanski, Turner Rafter

Excused: Selina Bustillos, Sarah Wallace, Amanda Gordon, Kristen Parker, Justin Arico

Participants: Meg Tully, Caitlin Smedly, Rick Rowcotsky, Kadie Goodman

9:02 AM Call to Order – Gwen D'Elia

- Roll Call
- Approval of Agenda and Minutes

9:05 AM Treasurer's Updates – Kelly Richter

- Last year, we had a surplus of \$2,092.22. For the extra \$1,000 that we tried to spend last year, it hit this Fiscal Year as a charge.
- Our budget is now \$11,730 this year, with \$9,127.49 leftover for this year.
- The travel that was charged to SSC was for Gwen outside of SSC. That \$1,000 will be rectified. It didn't post until July 9.
- We requested a \$5,500 increase for our budget for operating costs, travel and new events that we are being asked to do.
 - Nora and Felicity will find us \$2,000 in presidential discretion funds. If Nora can find these funds, it is ours.
 - The remaining will be asked to ICCA for \$2,500 to approve budget increases. They are less confident as it depends on the requests they are receiving. It could go in our favor, or it could not. We should get an update by Halloween.
 - We intentionally inflated the number a bit, so a smaller increase will be okay.
 - We can wiggle this money around as we need to within our speedtypes.
 - Let the exec committee know of any charges that you will have just so we can allocate and prepare moving forward.
 - Heather clarified that this increase will be for FY26 and that we will not be helping with Diwali catering this year. We are already committed to helping Diwali move forward, and all of the money will still be there.
- Gwen encouraged folks to reach out to the exec committee about any purchases you would like to make, so don't be worried about not spending money.

9:22 AM Chair / Vice Chair Report – Gwen D'Elia

- General Updates
 - SSC Shared Calendar that Employee Services is working on. That project is officially on the way. It is built, and it is beautiful! Gwen asked the chairs to set up dates for any drives, talks, kick-off events, etc. to add to the calendar. Let Jen, Gwen and Kayle know as soon as possible to grab that date before it gets taken.

- This will help with planning purposes and ensuring events are spaced out.
- Gwen introduced Caitlin as a CU Foundation representative. She will be joining our SSC meetings moving forward to bridge that gap to the CU Foundation.
- Gwen will be going on maternity leave in the next month. Over the course of the next month, Gwen is passing along everything to help with items as she is out. She'll be back on Jan. 6.
 - If you have a purchase, reach out to Miranda McCartney to reconcile everything.
 - If you need a signature or anything before she heads off, let Gwen know as soon as possible.
- Jen will be sending out a survey for feedback on the retreat. We will hold the Employee Appreciation Survey until after the PEOYA/YOS meeting.
- Please plan on being at the PEOYA/YOS ceremony/reception if you are around town! You can also join the week before to go over name pronunciation. Details will be coming around to help.
- Leadership Liaison Meeting update
- Discussion / Roundtable

9:40 AM Break

9:52 AM Committee Reports

- Events – Kayle Prilliman
 - PEOYA is underway. It will be hybrid with folks joining in over Zoom.
 - Please share the nominations form with your team! We don't have any nominations, and we would like to hand out an award again this year.
 - We will be giving a small glass award to PEOYA nominees since the vendor for the coins fell off.
 - YOS folk will get a gift card for 10 years and up.
 - Nominations will be shared with everyone for review the week of Labor Day. Once the winner is decided, Jen will let nominees, and the winner know. We will then prepare scripts for the ceremony.
- Diversity, Inclusion and Outreach – Heather Thorwald
 - They are not doing the traditional Food Bank drive and will be working with the campus Food Pantries. Heather is meeting with UCD to figure out the best timing.
 - UCCS and UCD are having a Food Drive "Fight" fundraiser between the two campuses. DIO will be supporting that event.
 - One of the challenges is that for physical food, we might be collecting physical food at the spring Staff Appreciation Event since most people will be there anyways and to not have a drive during the traditional time.
 - Gwen mentioned that Amanda has office space. We also are still talking about having office space for our council. That can be a storage space as well.
 - Kathy mentioned she's in person and offered up her office on the 4th floor as a storage option as well.
 - Volunteer Days is getting underway to find different locations to volunteer at to get it on the calendar. After that, they will work on the virtual option as well.
 - Heather asked about gender neutral signage at 1800 Grant bathrooms, and Judi & Thanh will take care of that.
 - Thanh is following up with Judi for a name pronunciation app.

- Communications – Kayle Prilliman
 - Newsletter content is due Aug. 23 for this month.
 - YOS Emails going out at 2 p.m. today.
 - Ongoing work on the PEOYA and YOS communications as we move forward.
 - Reminder to provide your headshot to me by the end of this month.
- Culture & Engagement – Kayle Prilliman & Turner Rafter
 - Book Club book is “There, There” by Tommy Orange after reaching out to our regulars about what books they would like.
 - Completed some brainstorming on the type of events we would like to do, and we will pick our next focus at the September meeting.
- Health and Wellness – Kristen Parker & Kadie Goodman
 - They have not met yet.
 - Kadie Goodman is the co-chair for Health & Wellness.

10:29 AM UCSC Updates – Jen Dekker, Roxann Elliott & Turner Rafter

- They had a meeting in July and had an Aug. retreat. They will start up UCSC meetings in September.
- They will be presenting at the September Board of Regents meeting to talk about any of our updates.

10:35 AM Adjourn

Next Meeting – September 20th
Moved to a Friday due to the System Town Hall