



UCSC Regular Meeting Minutes

University of Colorado Staff Council

Nov 13, 2023 at 10:00 AM MST

@ 1201 Larimer Street, Denver, CO - Boettcher Foundation Conference Room in the Student Commons Building: Meeting Room ACAD 1401 – 1st Floor

Attendance

Present:

Members: Amber McDonnell (She/Her), Minna Briscoe (remote), Cameron Brooks (remote), Rachel D'Ardenne, Kelsey Draper (remote), Tara Dressler (remote), Gregory Gibson, Jessica Godo (remote), Shawn Hood (remote), JaNet Hurt, Shonda Johnson (remote), Grace Maniscalco (remote), Jan Owens, Turner Rafter (remote), Natalie Schaffer, Kimberly Slavsky, Alan Slinkard, Sarah Trzeciak (remote)

Absent:

Members: Deann Barrett, Jen D'Angelo, Elisha Garza, Angela Kirkpatrick, Shelly Lange, Shannon McWilliams, Annie Melzer, Teri Wilson

Guests: Jen D' Angelo, Tammy Hassan

I. Call to Order

10:08 am

II. Approval of Consent Agenda (Please read and comment if desired)

Do not have quorum, approval will take place in December meeting.

A. Approval of past meeting minutes (In OnBoard)

Do not have quorum, approval will take place in December meeting.

 [UCSC Regular Meeting Minutes..pdf](#)

B. Committee Updates (In OnBoard)

C. Campus Updates (In OnBoard)

- Two staff members will serve on the UCCS chancellor search committee.

 [October 2023 - Monthly Campus Reports.docx](#)


III. Welcome to UC Denver Staff Council Leadership

Tammy Hassan, Ingrid Summers

A. Review of projects for upcoming term

IV. Co-Chair Updates | Presenters: Alan Slinkard, JaNet Hurt

- Retention ad-hoc - Ja'Net working on putting the committee together


- Tuition benefit - Boulder front-line staff someone pulled the plug/put on back burner on the back burner. May be due to Chancellor Distefano's retirement; work with Callie R to update credit hours to 12/year, register as a regular student with an associated code
 - "cafeteria" style benefits option, on hold for now due to budgetary restraints
 - Final bylaw revisions, adding stipends to standing rules and bylaws, bring to Exec in Feb to finalize
 - Grievance policy - white paper in OnBoard, schedule meeting with Lisa Landis in early Dec for a final draft to governance committee, foundational structure
 - CVS Pharmacy issues still front and center - CVS protocol for 30, 60, 90-day prescriptions can be filled through mail/CVS. Non-maintenance prescriptions can still be sent to any pharmacy
 - Is there a possibility to partner with King Soopers or Costco instead of CVS? The health trust is working with employee services to make any changes; utilize a prior authorization to use another pharmacy
 - Jessica will join us as an ad-hoc member from the CU Foundation (need written documentation of approval)
 - Colorado WINS has worked to ensure that classified staff are at the correct "step" and will be notified what their step increase/salary increase; pay increases will start with July 2024; how can departments determine what the step up salaries will be so they can account for it in their budget requests?
- A. Workflow - Projects worksheet used in discussions w/Pres. Saliman & Felicity O'Herron
-  [Click-up - UCSC - Mtngs w President Saliman & Felicity.xlsx](#)
- B. Regents Meeting update (Mtng Nov. 7 -8th @ UCCS)
- Insightful and productive meeting
 - Several student government and UCCS campus participants that they should divest in fossil fuels; less than 3% of our portfolio is in this sector
- C. Chancellor Search – Boulder Campus
- Selection of the two campus chancellors front and center
 - Boulder's new chancellor will start in July 2024
 - UCCS final three candidates coming to campus, students, faculty, staff and community will have the chance to speak with the candidates, final selection end of 2023
- D. Regent Policy 6 (Ongoing)
- Regent Policy 6 draft submitted to the policy committee for review, would go into effect September 2024
 - Add staff member (2 total) to any high level search to regent policy 3
- E. Value of Staff Shared Governance Video (Tentative completion date 11/30)
- V. Vice Chair Update | Presenter: Kimberly Slavsky
- A. Events committee taking on new projects
- The professional development day will take place in spring 24 for this year
 - No event in fall 2024
 - New schedule of SEA in spring of 2025, professional development day in fall 2025
 - Updating events calendar so that the SEA event will take place in the spring semester and the professional development day will take place in fall

- Looking to update the SEA nomination review process, rubric
- Kimberly looking into ReviewR system to help manage the process

1. Mentorship program

- Include Kimberly and Kelsey to attend meetings with Felicity
- LinkedIn certificate program, or other credential that staff can complete across

2. Micro-credentialing

 [White Paper - Creating a Professional Development Micro-Credentialing Program for Staff in an Academic Setting.docx](#)

3. Mental Health / Wellness

4. Child / Elder-Care <https://www.care.com/>

- Childcare options - CU Anschutz has a great option; Expiration of the emergency care relief funds
- Regarding childcare, in today's higher education student population, around 70-75% of students can be considered non-traditional, or post-traditional. So providing childcare makes business sense to attract this population.

B. SEA event burndown session

VI. Communications Report (In OnBoard)

VII. Policy Committee Report (In OnBoard)

Regent Spiegel support

 [UCSC Policy Committee Meeting Minutes.pdf](#)

A. Grievance Policy Whitepaper – Policy Committee | (Sarah Trzeciak & Turner Rafter)

- Lack of grievance policy on ANY CU campus
- University of Utah, USC, University of Oregon, University of Georgia
- University of Oregon had a strong policy; explicitly exclude anyone who is in a collective bargaining group
- Umbrella policy lives in central HR, guidance for each campus
- Review by legal counsel
- Recommended that this is an APS (Regent Policy) so campuses have to adhere to the structure of the policy
- Would the current Ombud's Office be an appropriate place for this policy to be enforced? Most likely not, since the Ombud's does not have authority to hold people accountable.

 [White Paper - Value of Grievance Policies for Staff in an Academic Setting.docx](#)

 [DRAFT grievance policy- system.docx](#)

VIII. Treasurer's Report | Presenter: Alan Slinkard

- Current encumbrances (expenses that have not 'hit') show our budget in the red
- \$8700 to \$9000 remaining in the budget
- Jessica will step into the Treasurer role in December

 [UCSC 11.10.23.pdf](#)

IX. Break

10:45-11:00 am

X. UCD Leadership- Ann Sherman & Terri Engelke

teri engelke

- Half through compensation survey (Comprehensive Compensation Collaborative); looking at market informed salary ranges, Mercer consultation
- Website update
- Focus groups with staff and faculty and finishing analysis to report out
- Learning programs - Staff management Academy for staff supervisors cohort 1 and Supervisor Leadership Academy cohort 2, providing support for supervisors on campus
- Revamp pf new employee orientation - currently an online experience, L&D Megan Backstrom is reimagining the process to be a year-long experience, Canvas updates to the actual orientation, in-person benefits orientation, create engagement opportunities throughout their first year, building relationships, having a proposal ready around spring break and implementing in the new fiscal year
- Retention Reviews - Creating exit, transfer, and stay interviews; built-in retention measures in the new employee evaluation tool
- Unit leaders will have access to the results of exit and transfer interviews, down the road there would be a possibility to create a dashboard
- Retention Ad-Hoc Committee - any trends that you've noticed? Still trying to get the data, since there is not a centralized mechanism to accurately collect this data,
- Shifting the way movement within the CU system is viewed. Moving departments, units, campuses, is actually retaining people and growth, not a loss.
- Career progression - Understanding how career families and job levels work. Education and transparency so staff are aware of where their current position lands and how to get to the next level, building a learning plan and goals in annual review processes, how do our supervisors support employee growth and career progression, creating easier access
- Mentoring opportunities for staff - committee work; when and who would be the mentor? Initially pairing staff with a mentor, having a mentor when they are ready to progress, starting a new role within the university
- Updates to performance evaluations - is there a way employees can report performance for their supervisor? Heading towards ahving greater feedback loops
- CU Boulder - Extreme Ownership supervisor training
Ann Sherman
- Sponsor - accessible and inclusive, partnering with Antonio Farias (VC DEI)
- Goals 1 & 5 - focus groups to discuss prior surveys that have been completed; strategic plan implementation focus groups
- Meaningful work, great supervisor, great coworkers
- Still new to CU Denver, meeting people in their spaces
- Heading the budget realignment process, only a 2.6% reduction
- Retirement Incentive Program - opened program up to entire campus, not just faculty. About 30 or so people have applied. Limited by the amount of money, \$4million allocated to this program. Will be allocated through the end of February.

XI. Lunch

XII. Lisa Landis – Assoc VP Employee Services & Chief of Staff

Reach out to Lisa if your department would like a presentation!

www.cu.edu/famli

leave@cu.edu

Can coordinate FAMLI, FMLA, or short term disability better as CU private FAMLI plan

FAMLI - partial wage benefit

Everything resets on January 1

Application for CU FAMLI will be available through the employee portal

CU Paid Parental Leave - 6 weeks of full pay, then 6 weeks of partial pay from (FAMLI)

For Boulder - Since they have had a six-week policy, the FAMLI plan isn't an additional benefit, but a different funding source for the six-weeks of leave

Sabbatical - added *and staff* to the entire sabbatical policy

XIII. Open Forum/Good of the Order

- CU Boulder: Staff Sabbaticals - Legislatively approved, but not implemented. Boulder campus has spoken to campus HR, but deferred and said the system has to make a decision, not the campuses. Lisa Landis might have more insight into where this currently sits in system concerns. Any staff representatives on the search for the Safety Director and Dean of School of Education positions? Alan will check
- CU Anschutz: Search for the Dean of School of Medicine - not sure how much staff will be included on the search committee. Great nominees from Staff Council; took all the UC Health clinic employees and transitioned them to CU employees (effective in July??), tricky to cover all clinic staff that are spread over lots of different locations, budget concerns when serving more staff members
- CU Denver: Intent Letter of Censure to Provost Nakuma, there was a CORA request from a staff member on the mental health services to students, results were not clearly communicated, attack on AVC Monique Snowden, letter of censure sent from Faculty Assembly to Provost Nakuma, Provost has submitted a reply, Faculty Assembly has tabled the censure until February; Faculty Assembly submitted a letter of support of Staff Councils request to ensure staff positions are prioritized during budget reduction measures, Faculty Assembly has been a strong support as Denver begins it's role as it's own council; CAM Dean interviews; retirement incentive, 6 months severance pay, approved based on years of service, hoping to start in January, mission critical roles can be filled, but most likely positions will not be replaced; Coats for Colorado; Professional Development lunch and learns, spring PD symposium, meeting with PD providers across, revisiting what Professional Development looks like where they taking something measurable away and move their career forward, investment in development; serving on many committees/working groups, badging and microcredentials; budget - \$16000 total for the year, EOM will continue (ask chancellor to split to cost), no stipends from administration,
- CU Colorado Springs: HR and changes to hiring processes, removing committee searches
- CU System: Create engagement task force committee (more opportunities to connect, virtual family feud tournament), holiday food drive with Food Bank of the Rockies, planning volunteer effort in the spring
- Number of remote employees has been increasing, most are working a hybrid format with a designated in-office, collaboration day

A. Pulse Form items (Alan)

XIV. Adjourn Meeting

