
Staff Association Board Meeting

Agenda

January 17, 2018

- I. **Call to Order-** Stephen 9:33 am

- II. **Roll Call**
 - a. Alex Baker
 - b. Krystal Schiffelbein
 - c. Stephen Cucchiara
 - d. Sarah Elsey
 - e. Paul Mendoza
 - f. Megann Murphy
 - g. Rose Johnson
 - h. Scott Reardon
 - i. Renee Rudolph
 - j. Nicholas Lockwood
 - k. Shannon Cable

- III. **Approval of Minutes** – will be done via email
 - a. SA Board Meeting- 12/13/2018
 - i. Sent for approval 1/16/2018
 1. Motion- Rose
 2. Second-Megann
 3. Approved

- IV. **Committee Updates**
 - a. Reminder: Transition reports were due by 12/18, please have to Shannon Cable by 2/9/2018
 - i. Policy Committee
 1. Where are we on this committee and review/participation on policies
 - b. Need support for development/enrichment day
 - c. On-boarding presentation for Jan
 - d. Welcome Committee
 - i. Catching up on Dec welcome packets
 - ii. \$34.40 receipt to Paul for packets
 - e. Professional Development/Programming Committee
 - i. Renee updated
 - ii. The date has been updated for the Staff Enrichment to 3/22/2018
 - iii. Speaker is Martin Garner
 - iv. Proposals are still coming in
 - v. Rooms and catering are getting set up
 - vi. The committee has absorbed Robin and the Programming Committee to combine efforts

- vii. Members
 - 1. Renee Rudolph
 - 2. Holly Murdock
 - 3. Robin Bredle
 - 4. Michele Ward
- f. Blood Drive Committee
 - i. Week of 2/12
 - ii. Solataire Merrill is the BD coordinator

V. Treasurer's Report

- a. Came in under budget for the Winter Luncheon
- b. There will be no June event
- c. Currently with projections we are \$275 over budget

VI. Tabling

- a. Need to schedule
- b. Prof Development/Programming Committee
- c. All members of SA can sign up to help cover the events

VII. HR On-Boarding Finalization

- a. Stephen will do intro
- b. 5-10 mins who is the SA
- c. 5-10 mins Pay and Benefits Info
- d. 5 mins Welcome Committee
- e. Give out event handout with Robin's programming info

VIII. Elections- coming in March

- a. Sarah Elsey is the Elections Officer
- b. Efforts to market will begin soon
- c. Noms due by 4/15
- d. Elections done by 05/15

IX. Monthly Newsletter

- a. Please review January newsletter, Attachment #1

X. Partnership with Leadership Academy Update

- a. Will get a focus group of supervisors together to target specific needs

XI. Upcoming events

- a. Cancelled spring breakfast
- b. Updated time and place of Educational Meet & Greet

Staff Enrichment	Thursday, March 22, 2018	8:30 am – 1:00 pm	Berger Hall
Educational Meet & Greet	Wednesday, April 18, 2018	2:00 -4:00 pm	Berger Hall
Spring Luncheon	Thursday, May 24, 2018	11:30 am - 1:30 pm	Gallogly

XII. UCSC Updates

- a. Nick updated
- b. Soliciting noms for Staff Excellence Award
- c. Noms can be completed on the UCSC website
- d. All SA members are welcome to come to the awards event
- e. Added info to January newsletter (Nick will send)

XIII. Open Discussions

XIV. Close

- a. Motion: Rose
- b. Second: Paul
- c. Closed 10:13 am

Attachments:

#1-

STAFF ASSOCIATION NEWS

UCCS Staff Association Monthly Newsletter

In this issue:

- How to Get Involved
- Member Spotlight
- Committee Spotlight
- Staff Enrichment

How to Get Involved

Every staff member can get involved! If you are interested in joining a committee, attending a Staff Association meeting, joining in the fun at one of our events or running for a leadership position now is the time to check it out!

Visit our website at <https://www.uccs.edu/staff/>. Committees are currently looking for members and/or chairs.



There are seasonal committees, annual committees, and opportunities to support one time events— example —We are looking for volunteers to be a part of our Spring Staff Luncheon planning committee!! If you are interested contact Megann Murphy at mmurphy2@uccs.edu.

Spring 2018 Staff Enrichment Day

Friday 03/23/2018

8:30am-2:00 pm Berger Hall



Member Spotlight

Martin Toetz is UCCS's only police detective/investigator. He has been at UCCS since 2009, starting as a patrol officer. Being a part of the UCCS Police department, has required Martin to create relationships across the campus. This campus awareness will serve Martin well as a member of the Staff Association. The campus is an ongoing growing entity that is vital to the Colorado Springs community. He will be able to bring a broad range of viewpoints to the discussion. Martin looks forward to becoming an active member of the Staff Association and exploring what the future has in store.



Committee Spotlight

Welcome Committee

The purpose of the Welcome Committee is to personally connect with each new staff member at UCCS and make them feel welcome.

The committee only meets periodically and conducts most of its business through email. The committee works to create a Welcome Packet that holds a great deal of information about perks and benefits to being staff at UCCS. One committee responsibility is to reach out to many people, on and off campus, to collect goodies and giveaways to hand out to new staff.

Every month the committee receives a list of new hires from Human Resources and works to contact these new employees to welcome them and get them connected to campus.

Upcoming Events

Event *Date* *Time* *Location*

Staff Enrichment	Friday, March 23, 2018	8:30 am - 2:00 pm	Berger Hall
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Spring Luncheon	Thursday, May 24, 2018	11:30 am - 1:30 pm	<u>Gallogly</u>

Staff Association Statement

"We believe valued and empowered staff who engage as their best self are successful personally and professionally. In everything we do, staff association creates meaningful connections, recognition and self enhancement in a fund and supportive environment; so that members of the UCCS community stay and thrive."

2017-2018 Staff Association

President – Stephen Cuochiara
 Vice-President/President Elect-Megann Murphy
 Past- President- Cynthia Norton
 Secretary- Shannon Cable
 Treasurer- Paul Mendoza
 Member-at-Large (Classified)- Nancy Stovall
 Member-at-Large (Classified)- Martin Toetz
 Member-at-Large (University Staff)- Heather Nicholson
 Member-at-Large (University Staff)- Sarah Elsey
 Chair, Classified Staff Pay & Benefits Advisory Committee- Rose Johnson
 Chair, Pay & Benefits Committee (University Staff)- Mallory Barger
 UCSC Representative/UCSC Treasurer- Nick Lockwood
 UCSC Representative/Vice Chair/ Sarah Mensch
 UCSC Representative- Mark Means
 UCSC Representative/University Staff UCSC Chair -Nancy Moore