Staff Association Board Meeting

Wednesday, November 4, 2020

Virtual Teams Meeting

**Roll Call:** Alex Baker, Sarah Long, Brad Bailey, Anna Squires, Rachel Heckler, Lindsey Coppa, Melissa Baglio, Shonda Johnson, Samantha Carty-Gall, Mathew Roesemann, Martin Toetz, Andrew Lane, Laura Chandler, Molly Cammell, Brett Garman, Rose Johnson, Amandine Habben, Sarah Elsey, Missy Sernatinger, Kayla Gronseth Boyer, and Eric Nissen.

**Approval of October Meeting Minutes:**

* Motioned, seconded, and approved

**Treasurer’s Update:**

* Brad has no new updates to share but if anyone needs anything do not hesitate to reach out to him

**UCSC Update:**

* Missy states that the UCSC board meeting on 11/3 was interesting. The main focus of concern mentioned was burnout and employee morale. A survey will be made but the system office is not sure on the exact topics that will be covered yet
* Other campuses:
	+ Missy mentions that other CU campuses are utilizing this time to readjust how we work via “hoteling”
		- “Hoteling” occurs in an effort to effectively use office space on campus – it involves an employee not having a designated office space thus allowing others to utilize the space when needed
		- This is affecting morale because these employees essentially had to pack up their offices so others could use them
		- This is something that we should think on in regard to long term universal work
* Denver Post regarding President Benson’s departure did not get much traction – they will be informally addressing their concerns, but the Faculty Council will take the lead on this
* “Administrative Bloat” – focus still on fighting the rhetoric that is coming from Regents concerning this
* Laura Chandler formally appointed as the UCSC Classified Staff Member Representative – Congrats!
	+ Motioned, seconded, and approved
	+ Missy is considering having office hours for UCSC members that could be handled by SA on a rotating basis and can be available for some of those hours
* Be on the lookout for more information on how UCSC wants to get more involved with staff and be more accessible to them

**Staff Check-In Survey with Special Guests Kayla Gronseth Boyer and Eric Nissen:**

* Thank you to Kayla and Eric for joining us today!
* Eric states that a while ago during a meeting with the Chancellor morale was touched on. At the conclusion of this meeting Kayla suggested a survey. Variables and challenges were discussed and then Eric took this idea to the Survey Committee led by Robyn Marschke. Faculty and students have been surveyed on morale but not staff. Robyn was on board with this idea.
	+ Added that one idea about the survey is to include a space asking what staff thoughts are concerning what will help and ideas on solutions they may have
	+ Next step is for Eric to bring this to the Survey Committee and they will do so at the meeting on the afternoon of 11/4/2020
* Kayla believes staff has had the opportunity to share their thoughts but there has been a lack in a means for staff to do so anonymously. They believe providing a safe place to share our thoughts via this survey will be beneficial.
* Anna is excited about this because of the solutions creating potential it can have
* Melissa sits on the Professional Development Committee and have also been looking at how to weave in the issues with morale into professional development – they recommend collaborating with them on this survey
* From chat:
* Anna – preliminary survey ideas: “How are you doing?”, “What concerns/issues do you have?”, “What ideas do you have to alleviate concerns or improve things at UCCS? (For example: a leave bank; flex time for childcare, etc.)”
* Missy – “Something to consider. A survey is a very acute thing to offer as support. I wonder if we also consider a more continuous feedback opportunity.” Example given was “Coffee & Company with Staff Association” – a weekly check in with SA and staff

**Conflict of Interest Survey – Andrew Lane:**

* The annual Conflict of Interest survey was sent out last week. Most people are not completing this so efforts to encourage completion are being made
	+ The policy regarding this has been in place since 1996
	+ In past times we were good at complying but that is not the case nowand HR will be looking at the accountability factor this year
	+ Look for reminder on doing the survey come January
* Alex adds that he has been hearing from staff that faculty is pushing to change annual evaluations due to the pandemic. Staff is also beginning to mention this as well. Brought to the attention of Andrew as Alex feels it will be a conversation coming soon. Andrew has currently not heard anything from the Chancellor regarding changing the annual review form but will followup

**Staff Association Connections:**

* This idea was brought to the Chancellor and Cabinet at the most recent meeting but more ideas on how we can safely, feasibly, and effectively do this need to be generated. What will such gatherings look like if we are remote or not? Alex requests that we each go back to our departments and collect input on plan a and plan b below. Get any ideas you have to Alex.
1. What happens if we are remote?
2. What happens if we are not remote?

**Temporary Committee Updates:**

* Women’s Committee – No updates provided
* Diversity Committee – Missy went through Teams to find out who would be interested – Shonda has agreed to co-chair. Message Missy in Teams if you would like an invite to any of their meetings

**Committee Significant Updates and Needs (Reports sent in advance)- Reports attached next page:**

1. PRIDE Committee (Claire Ami & Chris Duval)
2. Professional Development/Program (Melissa Baglio & Brett Garman) – Update from Brett – What to do with winter luncheon and spring events? Idea to combine those are in the works. Mailout prizes? Breakout rooms? Ultimately, they are looking at combining spring events into one event in March or April along with professional development opportunities. Consensus is that combining events will encourage more participation. Please send any thoughts or feedback to Melissa and/or Brett
3. Welcome Committee (Amandine Habben & Molly Cammell)
4. SEEDs (Jacqui Gatlin)
5. Blood Drive Committee (Mathew Roesemann) – Update from Mathew – Potential dates are February 16th and 17th, April 27th – 29th, August 25th and 26th, and October 26th – 28th. Mathew will continue to work with Vitalant to solidify dates. Motioned, seconded, and approved to have Brad Bailey serve as the co-chair for this committee
6. Winter Giving Project (Chrissy Bailey and Alison Milan)
7. Employee of the Quarter (Debi O’Connor and Anna Squires) – Update from Anna – Congrats to the latest Employee of the Quarter Ray Fisco! The nomination form has been updated and is now more user friendly. They are currently working with HR to update the award notifications form as that has not been updated for a long time
8. Garrett Swasey Award (Laura Chandler)
9. Classified Pay & Benefits (Martin Toetz)
10. University Pay & Benefits (Shonda Johnson) – Update from Shonda – They are currently working on redefining their goals. Issues concerning lack of space on campus and staff concerns with costs associated with working from home are being addressed. Rose (who orders supplies for LAS faculty and has been doing so for those who need at home work supplies) states that ideally they will be reimbursed through CARES funding as that is currently coming out of their budget. Please send any feedback to Shonda.
11. Policy Review Committee (Vacant) – Missy attended their meeting last week and said they have been redefining their goals and working on building a relationship with the Educational Policy and University Standards Committee (EPUS)

**Chancellor and Cabinet Meeting Agenda Topics:**

* What would we like on this agenda?
	+ Alex will definitely bring up the concern around evaluations
	+ A request for more discussion on diversity was made – specifically more focus on staff shared governance is needed when decisions on campus positions are made – Alex will speak with the Chancellor on this in a private meeting
	+ Listening sessions were held on 11/4 but did not include staff – intentionally or not, thoughts are that we should be included in those

**HR Meeting Agenda Topics:**

* Motioned, seconded, and approved to move these meetings to once a quarter
* Alex shows there is a meeting scheduled for November 10th but if anyone has topics they would like mentioned please let Andrew know who will be in attendance

**Update from Listening Groups:**

* Per Alex, there are four groups total and one group they are struggling to find a lead for. Alex will serve on two groups for support (Work-Life Balance and Family Care) and David will serve for the other groups
* Anticipate more updates on this soon

**Open Discussion:**

* Debi sent to Anna – “I would love the Internal Audit Team to come talk about the hotline at the next meeting.”

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

Committee Reports – November 2020

* 1. PRIDE Committee (Claire Ami & Chris Duval)
		1. No update received
	2. Professional Development/Program (Melissa Baglio & Brett Garman)
		1. No current update
	3. Welcome Committee (Amandine Habben & Molly Cammell)
		1. No current update
	4. SEEDs (Jacqui Gatlin)-
		1. No current update
	5. Blood Drive (Mathew Roesemann)
		1. No update received
	6. Winter Giving Project (Chrissy Bailey and Alison Milan)
		1. No current update
	7. Employee of the Quarter (Debi O’Connor and Anna Squires)
		1. No new updates
	8. Garrett Swasey Award (Laura Chandler)
		1. No new updates
	9. Classified Pay & Benefits (Martin Toetz)
		1. No update received
	10. University Pay & Benefits (Shonda Johnson)
		1. No current update
	11. Policy Review Committee (Vacant)
		1. No update received