**Staff Association Executive Board Meeting**

Agenda for 11/3/2021

Zoom Link Below

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| --- | --- | --- | --- |
| **Name of member** | **Role** | **Attendance** | **Vote** |
| Sarah Long | President | Y |  |
| Missy Sernatinger | Vice President | Y |  |
| Anna Squires | Communications Manager | Y |  |
| Danny Pape | University Staff Member-At-Large |  |  |
| Brad Bailey | Treasurer | Y |  |
| Valerie Carricato | Chair, University Staff Salary and Benefits Committee | Y |  |
| Martin Toetz | Chair, Classified Staff Salary and Benefits Committee |  |  |
| Lisa Potoka | University Staff Member-At-Large | Y |  |
| Shonda Johnson | Member-At-Large, University Staff Pay and Benefits Committee | Y |  |
| Laura Mancini |  | Y |  |
| Nicole Simmons-Rochon |  | Y |  |
| Erica Allgood |  |  |  |
| Molly Cammell |  | Y |  |
| Jennifer Newcomb |  |  |  |
| Stephanie Stephen |  |  |  |
| Chrissie Bailey |  | Y |  |
| Gabrielle Dunn |  |  |  |
| Liz Bunkers |  |  |  |
| Beckie Pyles-Munoz |  | Y |  |
| Matthew Roesemann |  | Y |  |
| Jesse Perez |  |  |  |
| Kaley Espindola |  |  |  |
| Brett Garman |  | Y |  |
| Pauline Hoyte |  |  |  |
| Carolynn Rupp |  |  |  |
| Dean Barrett |  |  |  |
| Valerie McClinton |  | Y |  |
| Cody Parish |  |  |  |
| Cynthia Norton |  | Y |  |
| Lily Cosgrave |  | Y |  |
| Alex Baker |  | Y |  |
| Ken McConnellogue |  | Y |  |
| Becky Gundrum |  | Y |  |
| Ilana Spiegel | Regent | Y |  |
| Leslie Smith | Regent | Y |  |
| Jack Kroll | Regent | Y |  |
| Callie Rennison | Regent | Y |  |
| Becky Gundrum |  | Y |  |
| Chrissie Bailey |  | Y |  |
| Kaley |  | Y |  |
| Lindsay Coppa |  | Y |  |
| Stephen Cucchiara |  | Y |  |

1. Approve the agenda
   1. “Can I get someone to approve the minutes from the Oct 6 meeting?” – Sarah Long
      1. Anna moves to approve the minutes
      2. Missy seconds
   2. Can I get someone to move to approve the agenda? – Sarah
      1. Anna moves to approve the agenda
      2. Missy seconds
2. Conversation with Regent Lesley Smith and Regent Callie Rennison; Tentative Glen Gallegos
   1. Topic: Campus needs in CU Presidential Search
   2. Jack Kroll – We really want to listen to everyone, but we will have Lesley Smith, chair of the search committee, to discuss what we’re looking for and then we’ll go from there.
   3. Lesley Smith – Thank you for having us. We are just about to hire the search firm – by next week. The applications and nominations for the search committee will then be reviewed. We hope to work with the search firm to decide the best process for electing the committee members. We plan to vote on November 18. UCCS SA is the first staff group we have met with across CU. We have met with student groups and faculty – we have been traveling a lot around the state to broadly get input. We will be doing a forum on each campus regarding the presidential search process. This information will help guide the job description. December will be meeting with the committee and the official search should begin in January. A concern that has come up a lot in these visits is the topic of sole finalist versus multiple finalists. DEI is also a big focus for everyone, and it is being discussed if a diversity specialist would be beneficial for the search itself to help us ensure inclusivity and diversity in the committee itself as well as the job description and posting itself. We are hoping to vote for the next president in our board meeting in March 2022.
   4. Sarah Long – do folks have feedback about what we’re looking for in the next president? Regents, we sincerely appreciate your being here and meeting with us to receive this feedback.
   5. Missy – Thank you regents for attending today. Thank you for selecting Saliman for the interim, as that was a great decision. Is there consideration for a dissection of a town hall for different demographics (i.e. staff town hall with a candidate vs everyone in one town hall). It seemed like it was mainly faculty selected to speak at those town halls during the previous search process.
      1. Jack Kroll – thank you for that comment. Just to clarify, you are referring to the town halls with the finalists not the feedback forums we are conducting now? Stratify the audiences? We don’t know exactly what that process will look like. The reality of where we are now vs where we were during the last search, we have all embraced the Zoom modality a lot more. We have gotten feedback that people are interested in in-person meetings with finalists. If smaller groups are interested in a Zoom meeting with the finalists, that could make the coordination effort a bit easier. We also aren’t sure what the public health guidelines will be like during the time we have the finalist(s) selected. We will dually note this request and will take it into consideration.
      2. Lesley Smith – I have a question for you, Missy – if I can recall correctly, people were able to submit questions for the finalist and it seemed like it was mostly faculty’s questions selected to be discussed at the town halls.
      3. Ken McConellogue – Yes, that’s correct. Time was limited.
      4. Callie Rennison – I have put a link about the presidential search in the chat so everyone is aware of the information they can review and there are places to submit questions and comments.
      5. Ken – To piggyback, the university is committed to keeping everyone apprised of updates and information regarding the search and the website is also a great place to keep updated.
      6. Alex Baker – As far as what I am personally hoping or looking for – the last search felt very politically motivated – I find it interesting that the regents here today are all democrats – I am hoping that the upcoming presidential search will not be politically motivated and will be searching for the best person to lead CU rather than viewing political affiliation as a credential for this next president.
      7. Jack Kroll – some of the other regents are dealing with personal and professional matters. The regents here today are great colleagues and doing a great job, and it is just coincidence that the regents here today are democrats.
      8. Lesley Smith – I was a scientist for 30 years on the Boulder campus, and I am interested in the absolute best person regardless of political affiliation. I completely agree with you, Alex, and I hope that I can steer the committee in that direction.
      9. Anna Squires – I have always been curious, has it ever been considered to release the CV’s and resumes from the candidates in a redacted format?
      10. Jack Kroll – This is a great question, Anna. I wish our board secretary was here today. We have worked on policy to release some information while also keeping privacy in mind. There is probably a legal grey area about the materials being released in redacted form. The search committee will be large with 17-18 members. We’re hoping to build enough trust in the search committee through the nomination process and such.
      11. Lesley Smith – we would need our attorney to decipher if this is possible and would have to talk to the candidates up front about this possibility.
      12. Sarah Long – The last president seemed to be very focused on the Boulder campus and CU at-large, rather than really understanding the individual campuses. The last president lumped all four campuses together and didn’t do service to UCCS or understanding our campus very well. This is critical to representing the campuses as unique identities.
      13. Lesley Smith – This is something that the regents are actively discussing. Many people around the state view the CU system as just the campus in Boulder. We’re aware of this issue and want the next president to understand the system and the strengths of each unique campus. We will definitely be looking for that in our next president.
      14. Sarah Long – how are the regents going to approach pushback if the presidential candidate is not liked?
      15. Jack Kroll – we are actively trying to be aware of overwhelming pushback about a candidate and we want a leader who will be the best person possible so this doesn’t arise. The regents are directly accountable to our constituencies. Accountability in politics is not always as timely as it should be but this is top of mind for us.
      16. Missy Sernatinger – Some traits that I would love to see in an upcoming president, someone who is intellectually humble and is willing to listen but most importantly willing to put in the effort to communicate why decisions are being made. This is important. When you consider successful university presidents, they have listened and brought forward the “why” and communicates in a way that is collaborative.
      17. Sarah Long – I would like to see a president that comes to UCCS and hangs around and wants to meet the campus community and is willing to go to our events and understand our campus culture at UCCS.
      18. Anna Squires – Saliman sat in at the MOSAIC opening and got to speak with students and experience the diversity of our campus. It could be interesting to better represent the student experience by meeting with first-generation students or military-affiliated students and MOSAIC. This could give a great representation of our students and the students are our mission.
      19. Lesley Smith – I wish I could come to campus more despite the drive. I am excited to do the charge at Commencement in December.
      20. Callie – One of the things I really appreciate about UCCS, as regents, we receive a lot of invites to events. UCCS has done a great job at getting us invitations early which allows us more opportunity to schedule accordingly.
      21. Ilana Spiegel – I appreciate the opportunity to be here today to listen and understand the uniqueness of the UCCS campus. I have visited many times and to regent smith’s point, we have spent a lot of time in our outreach tour, we have discussed the uniqueness of each campus and the research and students you serve on each campus. We prioritize this as a board. We want to keep tapping into the uniqueness of each campus and thank you for holding us accountable for that.
      22. Callie – This isn’t your last opportunity to chat with us. You can always email us directly for further conversation.
      23. Ken McConnellogue – You can also provide feedback on the website.
   6. Sarah Long – thank you all so much for joining us today. You are welcome to stay for our meeting.
3. Return to Work Taskforce Update: Claire Ami, Stephen Cucchiara
   1. Stephen – The taskforce is an interesting thing. I would be remiss if I said we are making great progress. The taskforce is broken out into sub-committees. We are in the process of submitting our final recommendations later this week.
      1. Recommendations/Highlights for Support Services subcommittee: Themes of technology, environment and engagement (also lessons learned). Technology – laptops are part of standard work equipment for employees including tech for hybrid work. Tech is upgraded and not recycled. We’re also advocating for meeting spaces across campuses being upgraded for hybrid use. Environment – we want the university to commit to shared workspace. Space shortage across campus. Adequate soundproofing for workspace hoteling. Engagement and commitment – accessibility for hybrid initiatives. All events should offer hybrid accommodations. We want to ensure that departments across campus are including hybrid and flexible work schedules be required for all departments. Support services – we are recommending that interviews remain in hybrid format (not having to fly in candidates etc). I can take additional feedback from this meeting. Once we have submitted to the larger task force, I will be able to provide the full report of our final recommendations.
4. Updates from New Budget Model Work Group: Danny Pape
   1. Danny is absent but said that they have not met since last month so no new updates.
5. UBAC Updates: Brad Bailey and Tristy Hillestad
   1. Brad Bailey – Everyone understands the merit increases from July to January. This will affect evaluations. University staff will be changing to a due date of June to coincide with the new merit increase timeframe. The faculty and classified staff due dates for evals are still in discussion. There is ongoing conversation about when these will be changed if they are. HR has acquired a consultant group who is looking at salary equity. There was a concern that some people are not meeting even the minimum pay scale, so those people will be looked at first. This is going to cost money, and this process will take years to fully get up to where we need to be. Everything will be budget sensitive. Interesting meeting but many things are still in flux.
   2. Sarah Long – budget 101 will be brought to the December meeting, presented by Suzanne Scott.
6. Staff Programming updates: Alex Baker
   1. Staff Association at the movies is a go. Snacks and popcorn will be provided. We are currently at capacity and there is a waitlist. Over the next couple of weeks, I will be confirming with registrants and if anyone cannot attend, we will have the waitlist people move up. There are 61 registrants right now.
7. Workforce Climate Survey updates
   1. Sarah Long – staff is at 55% - and keep encouraging people in your departments to fill it out and then we can figure out what outcomes we can show with this data.
8. Free Sanitary Napkin Initiative: Sarah Long and WISC
   1. Faculty, Students, Chancellor also on board.
      1. Sarah Long – received pushback about people not using the machines in the bathrooms. It can be an equity issue. The revenue was about $60/year just from the UC. The idea behind this project is to apply for a grant with Green Action Fund to allocate funds to organic sanitary options. WISC is doing a great job with advocacy for this initiative and the chancellor is completely on board. If we were to pilot this on campus and have free products. Meeting with a group (Antflow?) tomorrow to discuss possibilities. Suggestions for a place on campus to pilot this to see usage?
         1. Anna Squires – if we’re getting grant with Green Action Fund, do we have to meet sustainability guidelines such as compostable etc?
         2. Sarah Long – yes, investing in something like that would be critical.
         3. Lisa Potoka – Clyde’s Cupboard also gives out sanitary options to all students and fac/staff.
         4. Sarah Long – Thank you, I have also learned that the UC front desk and the wellness center etc have products like this for giving out to community members too. Maybe we need signage to display that these resources are available?
            1. Chrissie Bailey – the wellness center front desk does not supply feminine hygiene products. We do have some available for emergencies.
9. Town Hall/Staff Chats: Topics and timing
   1. Sarah Long – I am behind on this initiative. I want to be intentional with what we put out. We can also start the staff chats if we can flush this out. I would like to circle back at some point. More people are interested in attending these meetings and providing an open forum for community members to access.
10. Staff Association e-newsletter: Anna Squires
    1. Anna Squires – My first task in my role was to rebrand the EoQ digital presence which ended up growing into the SA rebrand. One of my hopes is to be more intentional and would like to gauge the interest in having a committee-specific newsletter (meetings, events, initiatives etc) that would be rounded up each month with all of the information needed to go out to campus. Is it feasible for you to have your updates etc by the last week of each month for a send on the 1st of the next month?
    2. Alex Baker – Yes, love that idea. Putting it back on the committee chairs, please make sure we are not promoting something and then cancelling it, etc.
    3. Sarah Long – this would also reduce a lot of the listserv emails.
    4. Molly Cammell – absolutely doable.
    5. Alex Baker – highlighting kudos as well
    6. Valerie McClinton – love this! Your proposed timeline is totally reasonable.
    7. Anna Squires – this won’t happen immediately – maybe December. Thank you all so much for your feedback and feel free to contact me directly with more questions or comments.
11. Staff Association Retention Records (location/duration of essential docs)
    1. Sarah Long – Debi O’Connor brought up the question of where are the SA documents hosted? Do we have an idea of where and for how long we end up holding on to our agendas, meeting minutes, etc? Is there anything that we have that states this or do we want to create something that states this?
    2. Cynthia Norton – I can tell you what we have. We have minutes and agendas dating back in Columbia to 2013/2014. However, I know that in 2019 a lot of that has not been kept up to date in Columbia because of switching over to Teams. There has been no official records retention policy. SGA at the end of the year, turns in their items to Mary Rupp in archives and that’s where their items are held. This could be an option for SA.
    3. Sarah Long – we can think about where we want all of these things to be held. This came out of faculty assembly making large decisions that compliance will need access to documentation for. Do we have a place we can do this?
    4. Anna Squires – archives is now digital so that could be an easily accessed option.
    5. Cynthia Norton – Putting minutes etc on the website can be cumbersome after a certain threshold but can be done. Archives might be best for historical data (over two years old).
12. Committee Significant Updates and Needs (all reports in designated Team’s folder)
    1. *What is needed from the Executive Board to support you all?*
    2. PRIDE Committee (Jesse Perez & Chris Duval)
    3. Professional Development/Program (Brett Garman)
    4. Welcome Committee (Molly Cammell and Liz Bunkers)
       1. Sarah Long – if anyone has leftover swag, the welcome committee is accepting donations for new hires.
       2. Molly Cammell – We have the closet over in the sustainability house, any items can be dropped directly to that location.
       3. Valerie McClinton – I can also share some stickers from Academic Advising, if that would be worthwhile.
    5. Women Identifying Staff Committee (Valerie McClinton & Maria O’Connell)
       1. Valerie – just to reiterate, Sarah has been providing a lot of support for the sanitary product initiative. We also are working on a policy for women who are lactating. We plan to start this month, hosting a coffee meet up once a month and excited to see how that goes. We’re going to pull together a group to help volunteers for the winter giving project.
    6. SEEDs (Cindy Norton)
    7. Blood Drive Committee (Matthew Roesemann & Brad Bailey)
    8. Winter Giving Project (Chrissie Bailey and Alison Milan)
    9. Employee of the Quarter (Debi O’Connor and Anna Squires)
    10. Garrett Swasey Award (Laura Chandler) Nothing to report currently.
    11. Classified Pay & Benefits (Martin Toetz)
    12. University Pay & Benefits (Shonda Johnson)
    13. Policy Review Committee (Bill Moorman)
    14. Chancellor and Cabinet Meeting Agenda Topics
13. HR /Cabinet Meeting Agenda Topics
    1. Sarah Long – is there anything we want to discuss in the next HR and/or Cabinet meeting?
       1. Alex Baker – I don’t know if it’s worth bringing up again or not but there is still a lot of confusion about the new budget model and how the funds will be allocated to non-academic departments. Many people think they are going to have to “suck up” to deans and leaders of colleges to show value. I am personally seeing a lot of anxiety across campus about this.
       2. Sarah Long – I am advocating for this in all meetings. Chancellor and David Moon are on board to provide information. I am registered for the budget allocation model meetings to learn as much as possible. If you have attended and learned anything nuanced, please feel free to share. I plan to attend more this semester to gain a better understanding. I would suggest that we all try to attend some of these as well.
       3. Lindsay Coppa – I think the main issue at this point is that they are using 'fake numbers' at their trainings. It would be very useful to know what the actual numbers are now so that we can compare to our budget and prepare for any changes that will happen.
       4. Brad Bailey – we have a large budget and are still in process to figuring out how this will impact us at KFL. This is a complex issue that is ongoing.
       5. Sarah Long – plain language is key in helping people understand this. At this time, if you miss one minute of the training, you are completely lost in the rest of the training/seminar.
       6. Lisa Potoka – did the chancellor say that we would be hearing more about the merit increases at the upcoming regent meeting?
          1. Sarah Long – sure I can look into that.
14. Open Discussion

**Topic: UCCS Staff Association November Meeting**

Time: Nov 3, 2021 09:00 AM Mountain Time (US and Canada)

Join Zoom Meeting

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