



Staff Association Board Meeting

Agenda

7/10/19

1. Roll Call
  - a. Stephanie Smith, Allison Milam, Lauren Shakes, Megann Murphey, Mark Means, Corrie West, Rose Johnson, Carol Pina, Clair Ami, Shonda Johnson, Alex Baker, Camron McCluggage, Molly Cammell, Amandine Habben., Robin Bredl, Stephan Cucchiara.
2. Approval of June 2019 Retreat Minutes
  - a. approved
3. Update on the meeting with CU President
  - a. (Corrie) UCSC tuition benefit for staff, met with president Kennedy last week, his charge is to listen for the first 90 days and then go into regents tasks
  - b. He will be back on campus in September
  - c. Kennedy's focus is starting a strategic plan for the system and how will that affect UCCS strategic plan
    - i. Challenges with a system wide strategic plan
    - ii. Kennedy will implement a climate survey for all campuses
    - iii. Staff Association need to articulate why we do things differently than Boulder and Denver
    - iv. UCCS was identified as CU Colorado Springs (recently)- continuing to define UCCS identity (staff association)
4. Next Meeting with the Cabinet agenda topics (Alex, Corrie, Megann)
  - a. How can SAEB play a role in the HR Director Search process?
    - i. Update of discussions of culture on campus from retreat, acknowledging that there is a culture shift on campus
    - ii. sharing feedback with cabinet- inviting them to events
  - b. Cabinet meetings will resume in August or September
    - i. if we do not meet with them we should send an email update
    - ii. letting chancellor know that we recognize that there is a climate shift on campus and giving our thoughts on solution
  - c. Climate surveys and timeline of results (Stephanie and Shonda)
    - i. Agenda follow up topic- update on what our goals are top 3-5 goals we want to work on this next year
5. Discussion on how to involve campus in our meetings. Do we want to include 30 minutes at the end of each meeting for campus to come and talk with us? (Corrie, Alex, Megann)
  - a. sending out an email to staff
  - b. keeping the last minutes open for guest speakers and open discussion
  - c. more advertisement and reminders for the meeting---adding this to the newsletter
  - d. placing on events schedule/website
  - e. truly keeping the last 15 minutes for open dialogue with the group
  - f. sub committees better at submitting their key action items to save time or asking to be in agenda for the next meeting
  - g. Sarah and Ryan to check the email address? President as well?
  - h. sending invites to leadership to get them on their calendar making it clear what leaderships involvement will be
6. Newsletter Data and Update on Promotions committee (Sarah)
  - a. Staff highlight
  - b. UCSC Corner
  - c. Events- Fall Festival and Ice Cream Social
  - d. Wellness highlight (in each newsletter)
  - e. adding brown bag summaries to newsletter
  - f. luncheon, reminding people who get awards to rsvp for events
    - i. getting a list from facilities as well for the next luncheon-



7. Treasurer Report / Budget Discussion (Robyn)
  - a. Donation given to the PRIDE COMMITTEE (\$400)
  - b. What do we have left for swag for Welcome Committee bags/ SAEB Polos?- 1000
    - i. purchasing items for the welcome bags may be better (ideas under welcome committee updates)
    - ii. voting on quantity for welcome bags
      1. agreeing on notepads at 250/500 and follow up with green action fund
      2. Andrea offered to give other swag as an option
      3. Motion to approve the note pads
        - a. Stephanie- motion
        - b. Passed
  - c. Adjust for catering costs in FY 19-20? – adjusted to up by 3%
  - d. Longevity award costs to increase again?- campus gives 2500 but out estimation is at 3000 – do we want to go back and ask campus for the extra 500
  - e. We should be spending as close to what we have on the staff, some roll over is good but we need to spend our budget down
    - i. looking at where we are at in December financially
  - f. We will approve the budget at the next meeting
8. UCSC Update (Alejandro, Mark, Missy)
  - a. Cameron is new on UCSC
  - b. retreat next month
9. Work Group Updates –
  - a. Campus Climate – Megann and Corrie
    - i. How can we help get people involved coming back from summer- Megan
      1. Establishing a work group- Alex, Lauren, Shonda, Clair, Megann, Carol, Stephan (Maybe)
    - ii. Coming up with topics- Alex
    - iii. Anti-bullying policy- need to get the word out to campus
    - iv. Appreciative Inquiry Town Halls- needs core group to plan this out (Alex leading)
      1. July/August plan themes for each Town Hall, then present plan to Cabinet in Sept. if ready
  - b. New Staff Orientation – Stephen/Alex
    - i. sign up sheet needed for all future dates
      1. Stephan and Alex are working on talking points and have committed to going to each one
        - a. if you are interested in participating email Alex or Stephan
        - b. knowing when classified staff is attending so that classified staff (SAEB) can attend to orientation
      - ii. looking to get information from HR about who is attending so we know if a classified rep is needed
  - c. What Does Staff Need – Nancy and Shonda
    - i. How is this group similar/different from Campus Climate group
    - ii. Nancy, Stephanie and Shonda will meet tomorrow
    - iii. we need to understand and articulate what specific issues are- Megann
  - d. Staff Wellness (Megann)
    - i. CSAEP Rep in University Office Park update?
      1. bringing CSAEP closer to campus
      2. UCCS helping to fund position for meet 40 hrs
      3. interest from Chuck, what will it look like, what will it cost, next step is to get CSAEP director in a meeting
    - ii. Work group for Staff Wellness- Corrie, Megann
    - iii. Megann will put together a Wellness ‘Task Force’ to work in conjunction with SAEB for wellness with staff
10. Committee Highlights and needs, plus approval of co-chairs



- a. PRIDE Committee (Claire and Chris)
    - i. t shirts should be arriving today
    - ii. giving them to volunteers for the booth
    - iii. parade is on Sunday- will post of FB the starting point of the parade
    - iv. asking for a banner representing UCCS
    - v. soon formulating goals for the committee
  - b. Welcome Committee (Amandine and Molly)
    - i. tumblers and notepads for the welcome bags with our logo
    - ii. coffee mugs and pairing with a free cup of coffee with campus vendors
    - iii. Stephanie likes the little coasters
  - c. SEEDs (Jacqueline)- Needs Co-Chair
  - d. Winter Giving Project (Chrissy and Alison)
  - e. Employee of the Quarter (Debi and Sarah M.)
  - f. Garrett Swasey Award (Laura C.)
  - g. Classified Pay & Benefits (Stephanie)
  - h. University Pay & Benefits (Shonda)
  - i. Policy Review Committee (Missy) – Needs Co-Chair
  - j. Spring Lunch (Alex)
  - k. Colorado Combined Campaign (Shonda) needs co-chair
  - l. Professional Development/Program- (Robin) Needs Co-Chair
    - i. candidate for co chair- Lila Hajar, will meet Friday then we will vote
    - ii. Robin will be out Mid-September to October on medical leave
  - m. Robin and PDPC are working on getting a summary of event descriptions to Brenda to share with the cabinet
11. Retreat date for June 2020

*We believe values 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 fun and supportive environment; so that members of the UCCS community stay and thrive.*