

Classified Personnel Council Meeting

Thursday, March 12, 2015 – Lory Student Center, 304-306

Meeting Minutes

Members present: Sheela Backen, Stacey Baumgarn, Carol Carroll, Sandy Dailey, Debra DeVilbiss, Jesse Epstein, Eric Gardner, Kelly Hixson, Anthony King, Clint Kranz, Shami Loose, Tammy Perez, Laura Snowwhite, Kristin Stephens, Jeff Sturgeon, and Marvin Withers

Absent: Geri Baker, Deb Parker, Terri Pecora, and Terri Ratzlaff

APC Representative: JoLynn Troudt

Ex officio members present: none

Guest presenters: Jen Aberle – Human Development & Family Studies, and Joseph DiVerdi – Chemistry; representing the Committee on Non-Tenure Track Faculty (CoNTTF)

Other guests: Lynda Hoffmann – Libraries; Debbie McClelland – Libraries; and Veronica Nicholson – Physics

1:00 p.m. Call to Order by CPC Chair Jeff Sturgeon

Guest Speakers: Jen Aberle, Chair of the Committee on Non-Tenure Track Faculty (CoNTTF) & Joseph DiVerdi – Representative of the College of Natural Sciences to CoNTTF

The Committee on Non-Tenure Track Faculty (CoNTTF) is a standing committee of the Faculty Council and advises the Faculty Council on issues affecting non-tenure track faculty. Only the Chair of CoNTTF is a voting member on Faculty Council. While the Faculty Council is the governance body for Faculty, members of CoNTTF share many common issues with us as State Classified.

There has been large and systematic growth of non-tenure appointments across the country. Titles of such positions include: adjunct, contingent faculty, and senior teaching faculty. Here at CSU, of the 1,780 “faculty” members, over 40% (~717) are non-tenure track appointments. Faculty, graduate students, and other staff *off of the tenure track* teach more than 60% of the undergraduate courses at CSU. Of the 40% of the faculty off the tenure track, over half of these individuals have been working at CSU for more than 10 years – yet less than 20% of those faculty have a commitment for more than one-year at a time.

A few of the issues and initiatives the CoNTTF is working on include topics such as: there is no training, orientation, or website for NTTF. They do not receive job-offer letters or evaluations. There is no (specific) budget for NTTF, and NTTF positions are both “cheaper” and less secure – individuals are not “fired” they are simply not re-hired. NTTF have no protection for academic freedom (as tenured faculty do), and can thus be fired without cause. And, NTTF have very limited voice in the governance process.

The CoNTTF is grateful to the CPC for voicing concerns with the proposed parking plans – the CoNTTF felt the CPC gave voice to an important issue in a manner they did not have. The CoNTTF looks forward to future collaboration and partnerships with CPC on issues affecting all employee types here at CSU.

Discussion: Work Life Committee

Debra DeVilbiss leading.

- The Work Life Committee has been exploring options to help promote and enhance knowledge sharing which includes (but is not limited to): cross-functional relationship-building opportunities throughout the institution. The mission/goal is larger than “knowledge sharing”

- Our current world is usually organized like “industrial work” – a hierarchy
- However, “knowledge workers” (like us) are self-organizing
- Ways to support knowledge workers in a highly structured hierarchy involve creating ways to form relationships with others beyond their own silo. Benefits include knowledge sharing and meaning making, both critical to knowledge workers
- The committee will continue to explore: How can we assist individuals from different “silos” across campus to connect and share? How can knowledge, experience and information be shared both vertically and horizontally? And, the committee will consider a survey to determine scope of the initiative, to investigate possible incentives to collaborate, considerations for supervisor training/support for employees to share across departments, and what template would best support self-organizing knowledge sharing? Stay tuned – more to come!

Discussion: Parking Plan Options

Amy Parsons, Vice President of University Operations, indicated to Jeff that she felt better informed after CPC’s work and outreach regarding proposed changes to the parking plan and permits. While increasing costs matter, transparency of process matters more. Amy is now considering two options and Jeff would like the Council to take a formal vote.

A memo (dated 2/27/15) from Amy, outlining a set of assumptions and the two options has been circulating. Jeff highlighted a few considerations regarding the memo:

1. The assumptions are listed as “shared” – these are in fact Amy’s and not necessarily “shared”
2. A fund of \$50,000 will be set aside in Parking & Transportation Services (PTS) to assist low-income employees – this will be established regardless of which plan is selected
3. Funding for “alternative transportation” is \$750,000
4. PTS is an “auxiliary” – but the self-funding requirement is a self-imposed requirement. It is simply good financial practice for an auxiliary to pay for its expenses
5. The idea that CSU parking permit prices are “below our peers” continues to be used to justify parking permit increases, so Jeff again requested this language not be used. PTS explains every parking model is unique, so comparing permit pricing (or any other isolated criteria) is not useful without a better understanding of the larger context. Also, a certain amount of subjectivity was used when selecting “peers”; many of them are located in vastly different communities

The CPC has previously indicated that a tiered system is not desirable. In fact, CPC, the Faculty Council and APC have all indicated that the proposed tiered rate parking plan is not right at this time.

The Council enjoyed a colorful conversation – including: reducing the number of parking spaces is tied to the new stadium – why isn’t this cost (lost revenue and new expenses for parking structures) also tied to the stadium and other new development? Safety of (and travel time to) distant parking lots. Impacts to early and late shift workers.

A motion was made by Jeff Sturgeon to support the “Hunting License” Model in response to so many serious concerns about the Tiered System Model. The motion received a second by Eric Gardner and passed unanimously.

CPC Executive Committee Reports, Updates & Announcements:

- **Approval of the February 12, 2015 Meeting Minutes:**

A motion to accept the minutes as presented in the 3-12-15 meeting packet was made by Kristin Stephens with a second from Debra DeVilbiss. The motion passed unanimously.

- **Treasurer's Report;** Carol Carroll reporting.
We were a little over on expenses from the Trial Garden even but can make it up in other miscellaneous spending. We will have expenses for printing and mailing of CPC Election Ballots. The Treasurers Report was accepted as presented.
- **Chair Report & Announcements:**
 - Following a meeting of the CoSFP, where Jeff heard there were still \$7.2 million dollars in play within the pending University budget, Jeff is going to send a letter to President Frank and Provost Miranda to provide support for establishing the Community Resource Coordinator position
 - In a meeting with Diana Prieto (HR), Jeff learned that the State of Colorado is not providing Benefits Fairs this year – cancellation due to poor attendance. CSU HR is exploring the option of having a smaller version if the State does not grant them an exemption. Also, this year during “open enrollment” for benefits, individuals **must** select specific options. There is no default option this year
 - A CPC Outlook shared calendar has been created
 - A letter from President Frank to supervisors to acknowledge work and importance of service given by elected Council members – and thanking the supervisor for their support – is going out during the week of 3-16-15
 - Jeff has sent an initial email to Colorado WINS in the hopes of opening a line of communication since they are the only bargaining agent for State employees
 - 100 Years of Shared Governance video is in the making – don't be shy if you see a video camera. If you have ideas to be captured/recorded, please contact Jeff
 - Thanks to Deb Parker for helping to assemble a collection of past CPC member rosters. We are only missing a few years since the very beginning
 - March 20th is the due date for CPC member applications for 2015-2016. Ballots will go out soon after – April 13th will be the deadline to return them
 - Official welcome back to CPC member Eric Gardner following recent surgery

CPC Committee Reports:

- **Communications Committee;** Jeff Sturgeon reporting.
 - Jeff congratulated the committee on their great work with the CSU Life articles
 - The next issue of the CPC Communicator is anticipated in late March, please be sure to forward on to others in your area and encourage them to subscribe
- **Legislative Committee;** Jeff Sturgeon reporting.
 - The annual visit day to the State Capitol has been scheduled for April 15th – RSVP to Jeff
 - Anthony King and Marvin Withers volunteered to help Jeff keep an eye on legislative items – Jeff will be sending legislative updates to Council members as items of interest or concern appear
- **Outreach Events Committee;** Carol Carroll reporting.
 - April 22nd, 10 am-2 pm is the Earth Day Festival – to be held in the Lory Student Center Sculpture Garden. CPC will be represented – see you there
 - April 27th, 3-5 pm is the next CPC/APC shared outreach event and will be held at the Animal Sciences building with special guest Temple Grandin. Dr. Grandin will be available to sign copies of any of her books. Buildings tours will be provided and of course; there will be snacks
 - Outreach will continue work with the Communications Committee to create a video to be utilized for CSU University Employee Orientation
- **Employee Recognition Committee;** Terri Ratzlaff reporting.
 - The committee received 26 applications for the Outstanding Achievement Award and five have been selected. However, the question was raised – Can a current member of CPC be recognized? Guidelines need clarification. And, the committee is working to refine/re-define the Positive Action Award

- The Educational Assistance Awards will be selected on 3-13-15
- **Work Life Committee**; Debra DeVilbiss reporting.
 - See earlier discussion on Knowledge Sharing Initiative

University Committee Reports: A few reports were provided, see below for details.

- **Administrative Professional Council** – Terri Pecora
More information at: <http://ap.colostate.edu>
- **Colorado Statewide Liaison Council** – Debra DeVilbiss
Final preparations are being made for the Statewide Liaison Council meeting to be held at CSU in the Durrell Center on April 3rd, 2015. An email invite will be sent via the listserv to all CSU Classified employees. CPC members are invited to attend Lunch. Debra also mentioned that several universities across the state have combined their CPC and APC Councils to join forces to speak as an equal voice.
More information at: <http://www.slccolorado.org>
- **Commission on Women & Gender Equity** – Kelly Hixson
Discussed the recognition reception to be held for all of the Ripple Effect Grant proposal awardees and applicants – March 24th, 4-5pm, Lory Student Center, Longs Peak Room.
More information at: <http://cwge.colostate.edu>
- **CSU Employee Appreciation Board** – Carol Carroll
More information at: <http://www.csueab.colostate.edu>
- **Faculty Council Committee on Strategic & Financial Planning (CoSFP)** – Jeff Sturgeon
More information at: http://facultycouncil.colostate.edu/index.asp?url=committees_chairs
- **Internal Advisory Committee** – Deb Parker
More information at: <http://diversity.colostate.edu/committees.aspx>
- **Multicultural Staff & Faculty Network** – Sheela Backen
More information at: <http://msfn.colostate.edu>
- **Physical Development Committee** – Eric Gardner
More information at: http://www.fm.colostate.edu/fm_info/pdc.cfm
- **President's Sustainability Committee** – Sheela Backen
More information at: <http://www.green.colostate.edu/committee.aspx>
- **Ripple Effect Core Team** – Debra DeVilbiss
More information at: <http://rippleeffect.colostate.edu>
- **University Benefits Committee** – Jeff Sturgeon
More information at: <http://www.facultycouncil.colostate.edu/files/manual/sectiond.htm#D.2.1>
- **University Parking Services Committee** – Terri Pecora and Marvin Withers
More information at: <http://cpc.colostate.edu/about-cpc/university-committees>
- **University Safety Committee** – Sheela Backen
More information at: http://www.fm.colostate.edu/fm_info/safety_team.cfm

Meeting adjourned 3:14 pm.

Next meeting: Thursday, April 9, 2015 – 1-3 pm, Durrell Center, Poudre Canyon Room