

Classified Personnel Council Meeting
Thursday, June 11, 2015
Ram's Horn at Academic Village, 2nd floor conference room

Meeting Minutes

Members present: Sheela Backen, Stacey Baumgarn, Carol Carroll, Sandy Dailey, Debra DeVilbiss, Eric Gardner, Kelly Hixson, Anthony King, Clint Kranz, Deb Parker, Terri Ratzlaff, Kristin Stephens, Jeff Sturgeon, and Marvin Withers

Absent: Geri Baker, Jesse Epstein, Shami Loose, Terri Pecora, Tammy Perez, and Laura Snowwhite

APC Representative: JoLynn Troudt

Ex officio members present: Bob Schur

Guest presenters: Joe Parker, CSU Director of Athletics

Other guests: Lynda Hoffmann – Libraries; Debbie McClelland – Libraries; Anthony Langlois – VTH; Thao Biel – BFS; Brian Gilbert – ACNS; and Diana Prieto – HR

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

Guest Speaker: Joe Parker, CSU Director of Athletics

Mr. Parker (Joe) started at CSU on April 6, 2015. He brings to CSU a dynamic career of experience from five previous institutions. Joe himself was both a student athlete and a first-generation college student obtaining his undergraduate degree from University of Michigan. Read an introductory bio here: http://www.csurams.com/genrel/joe_parker_958015.html Or read the announcement of Joe's hiring here: <http://source.colostate.edu/parker-excited-to-be-csus-new-a-d/>

Joe is excited about CSU's alignment and serious commitment to academics and success in athletics. Since Joe's arrival on campus he has spent lots of time learning and building relationships, held lots of one-on-one meetings with staff, coaches, the President's cabinet, College Deans, and many of the Athletics Department stakeholders. All of the coaches are committed to developing and maintaining strong relationships. Joe believes in collaborative decision-making. And, there are BIG projects ahead.

Joe would like to see Athletics do an even better job at engagement. While participation in college athletics is a great opportunity for the student athletes – athletics is a also huge opportunity for engagement with students, alumni, employees, and the community. Our new on-campus stadium will serve as a multi-purpose facility, the stadium will provide a new home to: the football program, the Alumni Center, academic space, and the Center for the Advising & Student Achievement (CASA).

In conclusion, Joe pointed out that CSU attracts a high caliber student athlete. Among all CSU student athletes, their cumulative GPA is just over a 3.0. And, in this past year, CSU teams had the highest percentage of wins across all sports of any school in Division I athletics. Mr. Parker expressed his gratitude and feels privileged to serve in this role at CSU. Welcome to CSU Joe Parker and, GO RAMS!

CPC Executive Committee Reports, Updates & Announcements:

- **Approval of the April 9, 2015 Meeting Minutes:**

The meeting minutes were approved as presented in the meeting packet.

- **Treasurer's Report;** Carol Carroll reporting.

Following a brief discussion about possible uses of a few remaining dollars in the CPC account for FY15, the Treasurers Report was accepted as presented.

- **Chair Report & Announcements:**

- Terri Pecora and Jesse Epstein have notified the Council that they are moving to AP and thus leaving the Council effective June 30, 2015. The Council is fortunate to have Alternate Representatives waiting; Anthony Langlois and Megan Skeeahan will fill the spots vacated by Terri and Jesse. While the standing Bylaws state: *The member so appointed shall serve until the expiration of the vacant term of office.* The Chair requests an exception – to better balance the number of terms expiring in any given year – it is desired to assign 3-year terms for these two appointees. A motion was made by the Chair “To appoint CPC Alternates Anthony Langlois and Megan Skeeahan as voting Representatives as of July 1, 2015 with a 3-year term to end June 30, 2018.” Motion passed unanimously
- A poster marking “100 Years of Shared Governance” is being created and should be ready by mid-July – CPC Members will each receive one of these commemorative posters
- The Executive Committee continues to work with Institutional Research to fine-tune a survey to be distributed to all State Classified employees early this fall – to best determine the direction of our efforts related to developing a Community Resource Fair (or alternate assistance options). CPC members will be asked to participate in a pilot-test of the survey when it is ready
- Highlights from the 6/11/15 Chairs Report (per Jeff):
 - The May 28, 2015 meeting with Harry Imbeau – to discuss interest and capacity to design / deliver culture and language training for CSU employees. This effort will focus on improving understanding and providing cultural training to employees through a comprehensive approach involving all cultural, diversity and international program related offices
 - The June 3, 2015 Parking Assistance Fund Committee meeting – lead by Lorie Smith – the committee is looking to utilize a fund of \$100,000 from Parking Transportation Services to subsidize (reduce) the cost of an FY16 parking permit – to those employees on campus that earn less than \$30,00/year. This will be a “pilot” year for this fund. The committee is further charged to provide a program recommendation to the Vice President for University Operations, Lynn Johnson
 - Focus on Parking and Transportation Services (PTS) – part 2 – Jeff would like to call more attention to the process of engagement and transparency of PTS. Jeff would like to collect feedback from Council members to provide a memo to PTS capturing what we need / desire from PTS going forward
 - CSU President Tony Frank has suggested to the Councils to send FY17 (yes FY17!) budget requests by June 30, 2015. The three employee Councils are working together to develop a proposal in support of a comprehensive mandatory Supervisor Training program. CPC members will have the opportunity to provide feedback on a *draft* version but, please respond to Jeff quickly – time is short

Discussion: CPC Bylaws Revisions

The CPC Executive Committee proposed updating the CPC Bylaws (see email sent June 1, 2015). The proposal for updating the CPC Bylaws was initiated by a unanimous vote by the Council at our April 9th meeting. The proposed changes and possible revisions were again reviewed. There were no suggested changes during this discussion. The Council will be asked to vote electronically on the *final draft*, and the changes can (hopefully) take effect by the start of the next CPC term (July 1, 2015).

CPC Committee Reports:

- **Communications Committee;** Eric Gardner reporting.
 - The committee will be taking the lead for compiling the CPC Communicator and Laura Snowwhite will serve as the “editor”
 - The committee and the CPC will need assistance with the website given both Terri and Jesse are leaving the Council
- **Legislative Committee;** Kristin Stephens reporting.
 - New CPC member Anthony Langlois will likely be serving as the Chair for FY16
- **Outreach and Events Committee;** Carol Carroll reporting.
 - There was a FREE Shredding Event held on June 4th. Notice was short but the committee tried to help get the word out
 - To wrap-up the year, the committee is determining a few purchases of give-aways for future outreach events
- **Recognition Committee;** Terri Ratzlaff reporting.
 - Anthony King will likely serve as Chair for FY16
- **Work Life Committee;** Debra DeVilbiss reporting.
 - Continuing to develop a brochure to hand-out at events

Jeff asked each of the CPC Committee Chairs provide an “End of Year” report of the accomplishments of each committee – Jeff will use this information to inform his CPC Annual Report to President Frank.

University Committee Reports: A few verbal reports were provided

- **Administrative Professional Council** – Terri Pecora
More information at: <http://ap.colostate.edu>
 - Stacey Baumgarn reporting: APC received a presentation from Steve Hultin, Director of Facilities Management and Fred Haberecht, Assistant Director of Facilities Management – who discussed all of the started and coming construction projects on our campuses. For ongoing information, visit the quick-link tab “Construction” on the Source website:
<http://source.colostate.edu/construction-and-parking>
- **Colorado Statewide Liaison Council** – Debra DeVilbiss
More information at: <http://www.slccolorado.org>
 - Anthony King has been elected as a new officer of the Colorado Statewide Liaison Council
 - The SLC is looking for volunteers to serve as PERA Ambassadors – training for ambassadors will be online – if you are interested, please contact Anthony King
 - The SLC is working on goals for next year
 - Big THANKS to CSU for hosting the April meeting
- **Commitment to Campus Advisory Committee** – Stacey Baumgarn (New committee for FY16)
 - Bob Schur reporting: this new advisory committee has been created with the intention to involve more voices to inform and guide the offerings of C2C. The committee will begin in August 2015

- **Commission on Women & Gender Equity** – Kelly Hixson
More information at: <http://cwge.colostate.edu>
- **CSU Employee Appreciation Board** – Carol Carroll
More information at: <http://www.csueab.colostate.edu>
 - The EAB is always looking for nominations – send yours in after July 1, 2015
- **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>
- **Parking Assistance Fund Committee** – Jeff Sturgeon
 - Please see discussion above under “Highlights from the 6/11/15 Chairs Report”
- **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>
- **Principle’s of Community** – Marvin Withers
 - Please see the 6/11/15 Chairs Report
- **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>
 - Discussed the VIPS proposal from APC, numerous concerns regarding the proposal remain. The committee wanted more definition and requested several questions be answered before moving forward
 - There was a discussion about adding a “high deductible” insurance plan option to be available to Administrative Professional and State Classified employees
- **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://safety.colostate.edu/public-safety-team.aspx>

Meeting adjourned 3:04 pm.

Next (regular) meeting: August 13, 2015, 1-3 pm, Lory Student Center, Room 304-306

The CPC Annual Retreat will be held July 9th, 2015, 9 am - 3pm, Tamasag Retreat Center