

**Classified Personnel Council Meeting  
Thursday, August 14, 2014 – Rockwell Hall Room 119**

**Meeting Minutes**

**Members present:** Sheela Backen, Geri Baker, Stacey Baumgarn, Carol Carroll, Sandy Dailey, Debra DeVilbiss, Jesse Epstein, Eric Gardner, Anthony King, Clint Kranz, Shami Loose, Terri Pecora, Laura Snowwhite, Kristin Stephens, Jeff Sturgeon and Marvin Withers

**Absent:** Kelly Hixson, Debra Parker, Tammy Perez, and Terri Ratzlaff

**APC Representative:** none present

**Ex officio members present:** Bob Schur

**Guest presenter:** Dr. Tony Frank

**Other guests:** Lynda Hoffmann, Farrah Bustamante and Sheri Hofeling

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

**Chair Announcements & Reports:**

- Carol Carroll, CPC Treasurer, presented the Treasurers Report and pointed out the slightly different format from previous reports. Please let Carol know if you have any questions regarding the format. Carol also mentioned the upcoming Employee Appreciation Event at the Trail Gardens is currently within budget.
- Jeff welcomed Mr. Bob Schur as a new CPC Ex officio member from The Office of the Vice President for University Operations.
- Jeff also announced and welcomed our FY15 APC Representative, Erin Heim (Erin was not in attendance).
- CPC Annual Retreat follow-up: The retreat was a great success and kick-off for CPC; we had 100% of members in attendance. There was an extra “CPC Representative” plaque and Jeff suggested we give it to Bob Schur, who accepted.
- Jeff discussed retaking the FY15 CPC member group photo.
- A proposed CPC meeting location sign-up sheet was circulated.
- The Executive Committee is working to establish a CPC Outlook calendar – watch for this coming soon.
- Colorado State University will be the host site for the April 3<sup>rd</sup>, 2015 Statewide Liaison Council Meeting. Debra DeVilbiss and Anthony King are working on preparations for this event. The only expense to the Council is perhaps the cost of lunch for our CPC members (likely to be held at the Durrell Center). If you have suggestions for guest speakers or restaurants for before and after the event for out-of-town guests, please share with Debra D. or Anthony. Dr. Tony Frank and Amy Parsons will be in attendance at the meeting to welcome the group to campus. Depending on who is selected as the lunchtime guest speaker – perhaps a broader audience could be invited to that (lunch) event. Seating capacity is a consideration.
- At the request of Lorie Smith, Jeff recommended Kristin Stephens, Marvin Withers, Debra DeVilbiss, and Farrah Bustamante to serve on the Nanny Board.
- At the request of Cara Neth, Jeff will serve as the CPC representative on the search committee for a new Athletic Director.
- The 2<sup>nd</sup> Edition of the CPC Communicator was published (and distributed) on July 31, 2014. The 3<sup>rd</sup> Edition is scheduled to be published in the second week of September. Please send any ideas for articles and content to Eric Gardner.

- CPC Committee Chairs have been provided a template to submit monthly reports about the work of their committee.
- University, City and Statewide Committee representatives have been asked to email the entire Council a summary of their committee work each month.
- Finally, the Secretary will be sending out the minutes of the previous CPC regular meeting for the Council to review and revise. The Secretary will make corrections and the “revised minutes” will then be included in the monthly meeting packet – the Council will take a formal vote to “accept” the minutes as presented at the following meeting.

**Other updates:**

- The Community Resource Fair (as discussed at the Retreat) is moving forward. The Executive Committee is developing a proposal to submit to Amy Parsons. With her approval, we will set the date, parameters, etc. We could use help to continue to build and vet the list of resources.
  - Jeff will explore setting up a Drop Box account for CPC use and the Community Resource Fair documents.
- Jeff and the Executive Committee continue to explore the possibility of a “facilitated discussion” with Parking & Transportation Services (PTS) to better use the opportunity for productive dialog between CPC and PTS. A list of questions is prepared but feel free to send additional questions you may have to Jeff. The proposed format will include:
  - 30 minute presentation (perhaps parking Master Plan update, changes during the past year, expected changes coming in the next 1-3 years)
  - 30 minutes to respond (directly to CPC questions submitted in advance)
  - 30 minute open conversation

We want to encourage PTS to see the Council as partners, possible advocates, and ambassadors for the changes that come to campus regarding parking and transportation services. How can PTS best help us as State Classified employees and how can we best help PTS to communicate appropriately and with proper context to State Classified employees?

- Jeff discussed a few of the issues regarding the new Tobacco Task Force (no meeting of the group was held over the summer months). Perhaps the CPC can develop a few questions that we use to “survey” our colleagues. The Task Force is looking at the current Policy and if/can/how/should it change. The current “Smoking” policy can be viewed at: <https://csu.2compli.com/documents/view/725>. Per Bob Schur: they are in the “fact finding” phase and everything is on the table. The Task Force wants to gather facts and opinions to get an understanding of what the campus would like to see. Please keep all perspectives in mind. If you have any questions/comments, please send them to Jeff.

**CSU President, Dr. Tony Frank – annual visit to CPC:**

Following brief introductions by each person around the table, Dr. Frank offered these comments:

1. Thank you for representing your colleagues. We (the administration) take it (shared governance) seriously and you should feel your voices are heard. So, thanks for all the work you do as State Classified employees here at CSU. As our new students arrive on campus, they may not run into Tony Frank but, they are likely to run into one of us – be an ambassador – 1<sup>st</sup> impressions make a huge difference. We are all dependent on tuition dollars and so we hope our students have a good experience. Let’s all help our students to feel connected – to CSU and the community.
2. Dr. Frank is starting to look at the next budget cycle. The last budget included a 2-4% salary increase. He will be trying to bump up employee benefits. Providing improved benefits is a good value to help CSU staff – if Council members have any suggestions for the Commitment to Campus (C2C), pass them along.

3. There is starting to be (or was?) some noise about HB1319: a bill “to bring rationality to higher education funding.” Several committees are looking at a lot of things. Should funding be based on: outcomes, graduation rates, etc – these are not a particular concern for CSU. But, one worry is if the legislature decides to cap tuition increases (which are in their purview) – the question remains “how much should the cost of college go up?” A decision could perhaps be based upon other inflationary indicators but, the costs compared to average student debt may not be “the crisis” some in the legislature think it is. Will good intentions lead to unintended consequences? We are doing well here at CSU so, let’s keep our eye on this – we may have the opportunity to weigh in as voters – this may have more of an impact to our representatives. As Dr. Frank explained in his recent op-ed, “regulation that only impacts public higher education places our state schools at a competitive disadvantage, with the risk of lowering quality and driving students to more costly options”. The CPC will continue to monitor this proposed legislation.
- Dr. Frank suggested the CPC contact Mark Gill’s office about receiving updates during the legislative session.
  - Jeff then asked each of the CPC Committee Chairs to provide Dr. Frank a few “bullet point” updates about the goals/work of their committee for the coming year. Summaries of these goals can be found in the 7-10-14 CPC Retreat Minutes.
  - Jeff mentioned other high-level topics and areas where the Council will be working and providing input on throughout the coming year including: supervisor training program, parking, tobacco task force, new on campus stadium, work-life committee, and the navigator program.
  - Which lead to introducing the idea of the Resources Fair provided by Kristin Stephens.
    - Dr. Frank responded positively and mentioned his experience working with the Bohemian Foundation program Bridges out of Poverty – a real eye opener – and he felt bringing these services to campus is a great idea.
    - The on campus food bank idea was discussed and how the idea has evolved into a meal-swipe program instead. In general, please let him know if/how he can help us move forward with the Resource Fair.
  - Dr. Frank was glad to know we would be the host of the April 3<sup>rd</sup> 2015 Statewide Liaison Council Meeting.
  - Stadium update: CSU has raised ~\$20 million; commitments of ~\$40 million have been suggested. This ~\$60 million is short of the \$110 million Board of Governors target to move forward. However, the gap: here the conversation gets complicated. Some just say “no” to the idea of a stadium but, fixing up Hughes is problematic too (\$30 million to do so), that investment would be “cosmetic” and not likely generate *new* revenue so, no new bonds, so – who pays? Students? If we get a new stadium, we likely have new revenue, bonds, and private dollars. What is the middle ground? A scaled back new stadium? Dr. Frank mentioned he does not want to pull money from the general fund, which would impact both students and employees. Dr. Frank’s commitment: this decision and process will not be an over-simplistic question. We must balance community impact in the long-term sense. “I will keep it a complex question.”

#### **University Committee Reports:**

- **Administrative Professional Council;** Terri Pecora reporting: a gender salary equity survey is being completed. Aaron Fodge, Alternative Transportation Manager presented and discussed his continued information collecting and shared recent transit updates. More information at: <http://ap.colostate.edu>

- **Colorado Statewide Liaison Council**; Debra DeVilbiss reporting: last meeting was held in Colorado Springs. November meeting will be in Alamosa. Issues/topics: Council is looking at host sites setting up option for telecommute option; parking issues and costs exist at many places; some schools are combining Classified and Administrative Professional Councils; many schools are looking at CSU as a model and for benchmarking purposes, we are fortunate to have a budget provided by administration. More information at: <http://www.slccolorado.org>
- **Community Design Development Advisory Committee**; Terri Pecora reporting: last meeting focused on parking and transportation issues related to proposed stadium. New stadium would eliminate ~1,800 existing parking spaces. With ~40,000 seats, we are short ~2,000 parking spaces. Next meeting will be September 8<sup>th</sup> and will focus on the committee's recommendations. More information at: <http://csudesignadvisorycommittee.com>
- **CSU Employee Appreciation Board**; Carol Carroll reporting: no meeting. More information at: <http://www.csueab.colostate.edu>
- **Employee Needs Committee**; Kristin Stephens reporting: a swipe card for meals for food insecure employees will begin this fall. A recent study found that 20% of the Larimer County Food Bank recipients are affiliated with CSU, reflecting a need here at CSU. The committee is still looking into a "dry pantry". The Employee Hardship Loan program almost immediately distributed the first \$10,000 – reflecting the need; a 2<sup>nd</sup> \$10,000 is being made available. In the first round of loans, 11 employees received assistance – 2 are AP, 1 is an Adjunct Faculty and, the remaining 8 are State Classified. The committee is supportive of the idea of the Resource Fair. No official website; for more information please contact Kristin Stephens or see: <http://cpc.colostate.edu/about-cpc/university-committees>
- **Internal Advisory Committee**; Deb Parker reporting: Deb not present. No official committee website; for more information please contact Den Parker or see: <http://diversity.colostate.edu/committees.aspx>
- **Physical Development Committee**; Eric Gardner reporting: the Committee voted and approved the new name for the East addition to the University Center for the Arts (UCA) to be known as "UCA East". There is an ongoing bike study for community commuter (passing through campus). And, a discussion of the issues related to a proposed closing of Bay Farm Road. More information at: [http://www.fm.colostate.edu/fm\\_info/pdc.cfm](http://www.fm.colostate.edu/fm_info/pdc.cfm)
- **President's Sustainability Committee**; Sheela Backen reporting: additional solar panels will be installed on main and south campus over the next 9 months through participation in a City of Fort Collins solar incentive program. There are mini-grants available through SoGES to assist faculty with imbedding sustainability issues/topics into curriculum. More information at: <http://www.green.colostate.edu/committee.aspx>
- **Ripple Effect Core team**; Debra DeVilbiss reporting: no meeting. More information at: <http://rippleeffect.colostate.edu>
- **University Parking Services Committee**; Sandy Dailey reporting: no report. No official website; for more information please contact Sandy Dailey or see: <http://cpc.colostate.edu/about-cpc/university-committees>
- **University Safety Committee**; Sheela Backen reporting: no meeting. More information at: [http://www.fm.colostate.edu/fm\\_info/safety\\_team.cfm](http://www.fm.colostate.edu/fm_info/safety_team.cfm)

Meeting adjourned 3:02 pm.

**Next meeting: Thursday, September 11, 2014 – Student Services Building, Room 133**