

Classified Personnel Council Meeting

Thursday, Sept. 14th, 2017 – 1-3 pm
Lory Student Center – Rooms 304-306



Agenda

Call-to-Order

Announcements / Reports / Updates:

- Welcome members and guests – thanks for visiting
- Happy Birthday this month to: Sandy, Will, and Jeb
- Approval of 8-10-17 Meeting Minutes
- Treasurers Report – Anthony
- CPC Reps. to serve on University Committees – updates – Wayne
- Discussion of the CPC logo – Megan

CPC Committee Reports:

- Communications – Veronica Nicholson
- Employee Recognition – Carol Carroll
- Legislative – Brian Gilbert
- Outreach Events – Kristin Stephens
 - Report on the Employee Appreciation Event
- Work Life – Kelly Hixson
- Executive – Stacey Baumgarn
 - Report on Fall Leadership Forum – Megan & Wayne
 - Questions about the Chairs Report?
- Other reports?

Meeting adjourned – **Thanks for attending** – see you next month

Next CPC meeting – Thursday, Oct. 12th, 2017 – LSC, rooms 304-306

- Guest speaker – Scott Harris, Chief of Police, CSUPD

Upcoming events:

- Sept. 20, 2017 – President’s Fall Address & Picnic – The Oval – 11:30 am-1:30 pm
 - <https://source.colostate.edu/fall-address>
- Sept 26-28 – Diversity Symposium (17th annual)
 - <http://diversity.colostate.edu/diversity-symposium>
- Oct 12-14 – CSU Homecoming & Family Weekend
 - <http://homecoming.colostate.edu>
- Oct 13 – Homecoming Parade! 4:30 pm – join the fun on the CPC float!
 - <http://homecoming.colostate.edu/event-directory>

FY18 CPC Calendar for September and October 2017

What's going on and coming up?

Note: There was a lot on the calendar in August – make sure you and your committee are up to speed and on schedule. Thanks! Also, if you not see specific tasks for your committee in the current month(s) – now might be a good time to review your items on the website, do some research, or start planning ahead for your next great action!

SEPTEMBER

- **COUNCIL** Attend President's Fall Address
- **CHAIR / VICE CHAIR** Attend CSU Fall Leadership Forum
- **LEGISLATIVE** Prepare summary for Council about preliminary DPA report
- **OUTREACH** Begin planning of a Fall Outreach Event
- **OUTREACH** Plan Homecoming float (?), and organize CPC volunteers
- **WORK LIFE** Report to the Council the issues the committee will pursue during the year

OCTOBER

- **COUNCIL** Attend President's Open Forum with State Classified employees (**no dates set yet**)
- **CHAIR** Assign CPC Reps. to SPARK's/BARC's
- **LEGISLATIVE** Invite state representative/senator/JBC member to attend Dec. CPC meeting
- **OUTREACH** Coordinate CPC participation in CSU Homecoming Parade
- **RECOGNITION** Educational Assistance Awards are due – complete selection process, notify recipients, disperse award dollars, and invite them to attend a CPC meeting

CPC Chair Report for Sept. 14th, 2017



What follows a brief narrative, is a listing of the meetings I have attended. I have also listed a short series of meetings coming soon.

Note: With each *CPC Chair Report* I intend to share a few highlights and mention things that are not likely to be discussed at the regular meeting. I hope to give you a sense of where I am going, who I am meeting with, and the topics under discussion. I expect you will have questions or input to these conversations. If and when you do, send an email – I am happy to provide additional information, context or details.

Thanks for all you do – Stacey Baumgarn, CPC Chair for FY18.

Thank you:

- Kristin Stephens, Wayne Hall, Megan Skeeahan, Brian Gilbert, Kelly Hixson, Dan Kelso, Leah Bosch, Paige Flores, Carol Carroll, Lourdes Zavala, Laura Snowwhite, and Will Schwab – these amazing CPC members volunteered at tables during the Aug. 24th Employee Appreciation Celebration – we needed every single one and thanks so much for a great event!
- To Laura Snowwhite and the entire Communications Committee – for another great issue for the [CPC Communicator](#). Thank you all so much!

And, congratulations:

Kelly Hixson – a star CPC Representative on the President’s Commission on Women and Gender Equity – read all about it (but the link is broken)! It is also noted here too <http://thecollaborative.colostate.edu/what-others-are-doing/#3> (also with a broken link but, you can see the picture!) – Well, trust me – Kelly Hixson is a star!

Updates:

Aug. 15th – meeting with Diana Prieto

Due to many comments received through the Employee Voice Survey this past spring, and on behalf of the CPC Legislative Committee, I asked Diana for her perspectives on the concept of Paid Time Off (PTO) as a generic type of leave in comparison to the two types we distinguish now; annual leave and sick leave. While this topic is worth exploring, we will certainly need to follow the state system and, in my words: we might want to be careful what we wish for. That said, we (the CPC Legislative Committee) will continue to look into these leave types and options – starting with a comparison of leave between the various employee groups here at CSU – and then, looking to see what we might do to improve leave equity (if/where it is found to be unequal). Also – Diana has not heard any recent updates regarding the IT system upgrades at DPA that enable a transition to a 5-point rating scale. We will continue to monitor this too.

Aug. 23rd – meeting with Lynn Johnson (VPUO) and Cara Neth (President’s Office)

I also took the opportunity to ask Lynn about her perspective on the concept of PTO. This quickly took us into a conversation about the “fringe rate” and employee benefit packages. While there may be advantages or disadvantages to our current leave policies, it is not easy to pick-off just one benefit – changing one thing could change another. Thus, in my words: explore, but proceed with caution.

The bulk of our time was spent in discussion about the Employee Appreciation Event – and my asking for more support. But, we also discussed the Living Wage recommendation – the working group will likely be re-assembled this fall. And, a CORA update. This is the Colorado Open Records Act. There was a legislative update to CORA this past session, resulting in process / presentation changes here at CSU. All employee names, positions, and salaries are now posted in one location on the [CSU Accountability](#) website. This is a change for the way in which information regarding State Classified employees (and AP’s and faculty too) had previously been made available.

Aug. 24th – CSU Employee Appreciation Celebration

Wow. We do not have an official attendance count for this event because we were positively overwhelmed! We had 700 CSU branded tumblers to hand-out as the employee appreciation gift – they were gone within the first 30 minutes of the event! Estimates are 1,200-1,500 attendees during the 4:30-6:30 pm time slot – that is double the size of any previous event!

We owe a very special thanks to Lynn Johnson, Vice President for University Operations and Cara Neth, from the President’s Office. On the morning of the event – with only hours to plan – Lynn authorized (and financed) the five food trucks that set-up just outside the stadium and New Belgium Porch gates – offering **free** food and drink to employees throughout the allotted event time. Without this last minute addition and support – we would have had a very different (and much less successful) event on our hands. Thank you to Lynn and Cara!

In addition to the 700 tumblers (and we had given out 200 on Aug. 5th at the Community Open House), we gave away 19 pairs of football tickets; six - \$50 gift certificates (from and) to the CSU Bookstore; three wooden desk clocks; two leather wrapped thermos; and six sets of a leather luggage tag and fancy CSU pen! Congratulations to all of our door prize winners. (We had over ~765 entries for door prizes: ~365 AP’s, ~275 SC’s, and ~125 faculty. The door prizes went to 16 AP’s, 15 SC’s, and four faculty members).

And now – let the planning for next year begin! Special committee anyone?

Where has Stacey been?

Meetings and activity:

Aug 10 – CPC regular monthly meeting
Aug 15 – CPC meeting with Diana Prieto (Stacey & Wayne)
Aug 16 – CPC Committee Chairs quarterly mtg. (Stacey, Wayne & CPC Committee Chairs)
Aug 22 – sent *CPC Communicator* – Volume 17, Issue 3
Aug 23 – APC/CPC meeting with Lynn Johnson & Cara Neth (Stacey & Wayne)
Aug 24 – CSU Employee Appreciation Celebration
Aug 28 – APC/CPC/FC Chair and Vice Chair monthly check-in (Stacey & Wayne)
Aug 28 – Stadium Advisory Group
Aug 30 – APC/CPC Chairs and Vice Chairs (Stacey & Wayne)
Sept 5 – Faculty Council
Sept 6 – CPC Legislative Committee
Sept 7-8 – CSU Fall Leadership Forum in Estes Park (Stacey, Wayne, and Megan)
Sept 11 – CPC Executive Committee
Sept 13 – HR Director Finalist open forum

Meetings coming soon:

Sept 14 – CPC regular monthly meeting
Sept 18 – President’s Sustainability Committee
Sept 20 – President’s Fall Address
Sept 21 – CPC meeting with Diana Prieto (Stacey & Wayne)
Sept 21 – HR Director Finalist open forum
Sept 22 – Re-envisioning CSU
Sept 25 – Committee on Strategic and Financial Planning (CoSFP)
Sept 26 – APC/CPC Chairs and Vice Chairs (Stacey & Wayne)
Sept 28 – HR Director Finalist open forum
Oct 3 – Faculty Council
Oct 4 – CPC Legislative Committee
Oct 5 – CPC Executive Committee
Oct 5-6 – Board of Governors Meeting
Oct 9 – APC regular monthly meeting
Oct 9 – Committee on Strategic and Financial Planning (CoSFP)
Oct 12 – CPC regular monthly meeting

Just a few upcoming events for *all* of us:

- Sept. 20, 2017 – President’s Fall Address & Picnic – The Oval – 11:30 am-1:30 pm
 - <https://source.colostate.edu/fall-address>
- Sept 26-28 – Diversity Symposium (17th annual)
 - <http://diversity.colostate.edu/diversity-symposium>
- Oct 12-14 – CSU Homecoming & Family Weekend
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CPC Committee Report : Entry # 146

CPC Committee

Communications Committee

Email:

megan.skeehan@colostate.edu

Date of Meeting

08/17/2017

Time of Meeting:

10:00 am

Location of Meeting:

Clark C307 - Economics Conference Room

Members Present:

Veronica, Dan, Megan, Leah, Laura, Will

Topics/Issues Discussed:

CSU Life Kim Blumhardt, Kim.Blumhardt@ColoState.EDU - asked for tentative schedule for article submissions

• Planning next articles:

1. New on Campus – first fall article, featuring CPC employees preparing for the opening of new buildings.

Features new buildings (stadium, health center that opens 7/5/17, Chemistry and Biology)

Megan and Will to check out the buildings and take some pictures, reference articles from SOURCE

Janet Vigil info on custodian needs

2. Holiday article – Nov – copy from last year – author whole committee

3. Accounting Tech – Feb. article featuring CPC accountants – author Laura

4. Stacey article – call for CPC nominations

5. Evaluation time – what to do, PDQ updates, etc (Feb/March)

6. Surplus – May article featuring tent sale, etc. – author Dan

7. Summer busy season – ask Kelly Hixon for information – things that happen over the summer – State Classified stay busy!

Housing

• Campus Crusade

• Camps

• Communicators – a special edition to go out before Aug 24.

o Laura will send out a draft today.

• Logo presentation in next CPC meeting – go with central branding, Pam Jackson said her office would cover costs. Megan will make a mock up.

Action Items:

Megan and Will - New on Campus article - get together early one morning and check out the new buildings on campus.

Laura will send out special edition communicator today for review

Megan will mock up a logo to present to CPC at general September meeting

CPC Committee Report : Entry # 146

Do you wish to provide a verbal update at the next regular CPC meeting?

Yes

Next Meeting:

September 21, 10:00-11:00 Clark C307

CPC Committee Report : Entry # 152**CPC Committee**

Legislative Committee

Email:

Brian.Gilbert@Colostate.edu

Date of Meeting

09/06/2017

Time of Meeting:

12:00 pm

Location of Meeting:

University Services Center Room 610

Members Present:

Kristen Stephens, Wayne Hall, Jim Abraham, Derek Rau, Claire Clemmens, Stacey Baumgarn, Brian Gilbert

Topics/Issues Discussed:

Discussed where we stand with the 5-point evaluation changes, discussed state classified leave policy.

Action Items:

Jim and Derek will work on a chart comparing leave policies between the different groups at CSU. Brian will follow up with our representatives about the evaluation scale changes. Brian will research if the salary survey report is available yet.

Do you wish to provide a verbal update at the next regular CPC meeting?

No

Next Meeting:

October 4th at noon in USC room 610.

CPC Committee Report : Entry # 150

CPC Committee

Work Life Committee

Email:

Kelly.Hixson@colostate.edu

Date of Meeting

09/04/2017

Time of Meeting:

09:00 am

Location of Meeting:

LSC commons

Members Present:

Meeting was not held due to Holiday

Topics/Issues Discussed:

N/A

Action Items:

N/A

Do you wish to provide a verbal update at the next regular CPC meeting?

No

Next Meeting:

10-2-2017



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