**System Staff Counsel Meeting Minutes**

**Thursday, January 14, 2020**

**Zoom Meeting**

In Attendance:

1. Laura Isacco
2. Stacy Gomez
3. Katie Princo
4. Kayle Lingo
5. Grace Shattuck
6. Christina Beck
7. Phillip Curry
8. Tara Dressler
9. Bethany Highfill
10. Nate Dietrich
11. Kit Barwick

Absent: HR Representative, Tanya Cohen, Mayank Mittal, and Dave Korman

Regular Monthly System Staff Council meeting called to order at 9:02 am by Katie Princo.

Approval of the Agenda:

*Motioned by Unanimous consent*

Approval of the Minutes:

*September Minutes Approved by Kayle Lingo*

*Seconded by Bethany Highfill*

*October Minutes Approved by Stacy Gomez*

*Seconded by Tara Dressler*

OFFICER REPORTS

Treasurer Report

* Budget one: $5339.22
* Budget two: $5162.40
* Events wants to send out a gift to everyone to boost moral

Todd Saliman

* Budget cuts are happening across the campuses.
* Some furloughs are lifting sooner than July.
  + These lifts are likely to be concentrated in the housing and dining programs due to the COVID restrictions being lifted.
    - The staff that was furloughed will be asked to return first.
  + CU does not want to lift furloughs and then have to redo them.
  + 60 million dollars are coming to CU after the new year from the relief package that congress voted to pass earlier this month.
    - We will have a better understanding of this in the next few months
      * Hopefully no later than March.
* If staff feels as though their workload is becoming unmanageable, they need to reach out to their leadership to ensure they are aware.
  + Another way to be heard is to submit testimonials to Legislators.
    - Making things personal is much more effective way to be heard.
* Question - Are things looking better?
  + Enrollment is down, budgets are tight.
  + State support is higher than anticipated.
  + Have promising signs but it is hard to tell at this time.

FREE FORUM

* Mental Health:
  + There are signs of extreme staff burn out.
    - The work load is not matching the appreciation.
* What are departments doing?
  + Some teams are meeting daily.
  + Some are meeting bi-weekly.
  + Supervisors need support on how to make changes to improve mental health in the department
* What are solutions/resources already in place?
  + Real help hotline is a good resource.
    - Communications will add into the newsletter.
  + Free Counseling is available (up to 6 sessions)
  + Even though there is a hiring freeze positions that are determined to be necessity are still being filled.
    - HR has added many additional steps to review all hiring requests and are approving positions as needed.

GUEST SPEAKER

* Tracy Hooker – Equal Pay
  + Tracy Presented a Slide Show regarding the Equal Pay updates that have gone into effect as of 1/20/2021.
    - Slide will be distributed to the group following this meeting.
  + Questions - Are each employee going to be contacted directly regarding these changes?
    - No. Communications will be routed to campuses.
  + How are you dealing with inequalities?
    - As much as the administration can avoid it, they do not want to take money away from people.
      * Logistics regarding these situations are still being worked on.
  + Would you be doing description changes to address these inequalities?
    - Yes. This has been discussed.
      * Each campus is currently working to collect and update job descriptions.
  + Is CU close to being compliant?
    - System didn’t have anything significant issues that stood out

OFFICER REPORTS

Chair/Vice Chair Report: Katie Princo

* Janet has stepped down from SSC.

Treasurer Report: Nate Dietrich

* No update.

Kathy Meeting: Katie Princo

* Kathy would like to gather thoughts regarding the administrative days.
  + The PSC expressed their appreciation.
  + Felt really good to be able to relax without feeling like work was being missed.
  + Next time it would be nice to plan admin days when all campuses are closed.
    - UIS, Benefits, and other service departments were unable to take the days off completely.
      * HR: Employees should have been able to pick different days if the original days did not work.
  + We really appreciated the time off.

COMMITTEE REPORTS

Events: Tara Dressler and Bethany Highfill

* Tara and Bethany are the new co-chairs of the Events Committee.
  + Years of Service Event has been postponed again to August.
    - We are going to purchase the items this FY and just hold the event in the next FY, once the restrictions have been lifted.
* For Staff Appreciate Events would like to give staff a Swag bag in May.
  + CU System does not want people to come into the office during quarantine.
* The Yearly Carnival has been cancelled.
* The Welcome to Grant Street will be held virtually in April.

Brown Bag: Tara Dressler

* The next Brown Bag event was supposed to be held in January.
  + The speaker had to cancel because they were unable to get approval from their supervisor.
    - Brown Bag is currently looking for new speakers.

Diversity, Inclusion and Outreach: Kit Barwick

* We supported Florence Crittenton during the holiday break.
  + 10 families were fully supported.
* DIO is receiving event info on short notice (<1 week) with not enough time to communicate out to CU System staff via monthly newsletter (we need ~6 weeks advance notice).
  + Frequently that information is submitted and received with too short of notice.
    - We shouldn’t be routing stand-alone emails in regard to events that we are not hosting.
      * They can be highlighted in the monthly newsletters.

Communications: Kayle Lingo

* Should SSC have a Social Media?
  + We can do it if we keep up with CU’s guidelines.
    - Communications will research policies/procedures for Social Medias.

Health and Wellness: Bethany Highfill

* We are looking into doing an event that focuses on depression.
  + This event will be planned once the D&I event is planned.
* The Teams Group has been at a pause during the holidays, but new communications are coming soon.

HR UPDATES

* HR is continuing to work on the Equal Pay updates.
* A new Healthy Families Work Place Act has gone into effect.
  + Temporary Employees, Student Employees or anyone that didn’t accrue time before will start accruing time.
* P Health is supposed to replace the COVID Act.
  + If an employee does not have time accrued and they test positive for COVID this will allow them to take off up to 80 hours and be paid.
* Sick leave is being updated to include mental health days.
  + HR will route a communication regarding these new updates.
  + <https://www.cu.edu/sites/default/files/aps/182974-aps-5062-leave/draft/5062Draft.pdf>
* Minimum wage has been increased and HR has updated all employees under the threshold.
* Remote work handbook has been approved and will be routed as soon as possible.

UCSC: Tara Dressler

* A UCSC administrative assistant has been hired.
* An all Campus Staff Council Day will be held in April.
  + Topics: Mental health and Professional Development
* UCSC is working to update their Bylaws.

ADJOURNMENT

*Motion* to Approve by Kit

*Seconded* by Stacy

*Meeting Adjourned at* 10:59 am *Unanimous Consent* by Council

*Meeting Minutes by* Laura Isacco