Classified Staff Council Meeting Minutes

January 13, 2021 – General Meeting of 2020‐2021 year

1. The Classified Staff Council (CSC) meeting was called to order at 8:16 am by Interim Chair, Roni Secord.

# Roll Call

**Name Department Attendance**

|  |  |  |
| --- | --- | --- |
| Kim Arnold | Academic Support & Advising | Present |
| Sandy Gelatt | Facilities Mgmt/Mail Services | Present |
| Doug Hendershott | Structural Trades | Present |
| Greg Johnson | Facilities  | Present |
| Jude Maes | Facilities | Present |
| Carlye Molpus | Admissions | Present |
| Dan Ries | Facilities Management | Present |
| Heidi Romero | Humanities & Social Sciences | Present |
| Roni Secord | IM & T | Present |
| **REPRESENTATIVES** |
| Marshall Parks | Human Resources | Present |
| Amie Cieminski | Faculty Senate | Present |
| Kyle Mathes | PASC | Present |
| **GUESTS** |
|  |  |  |
|  |  |  |

With 9 Council members in attendance, the majority required for a quorum was present.

# **Agenda**

Agenda approved. Roni requested a motion to approve the agenda. Moved, seconded and approved.

**Chair’s Welcome**

With Lindsay’s departure, Roni will assume chair responsibilities for the remainder of the term. There may be a need to ask other members to attend senate meetings.

# **Minutes**

Meeting minutes approved. Available minutes from the December meeting were emailed out to the council for review prior to the meeting. Roni requested a motion to approve the revised minutes from December. Moved, seconded and approved.

**Treasurer’s Report**

* Operating Budget balance: $10,335.51
* Foundation account balance: $21,343.13- has not received an updated report for the month yet.
* Sandy now has access to the budget reports.
* We still have not received items from Kristina, such as Pizza Pals cards, etc. Roni will follow-up with her.

**Monthly Report**

1. Marshall Parks- Human Resources
* New laws went into effect the first of the year. The first being the Healthy Family and Workplace Act.
	+ Requires providing sick leave that equates to 1 hour for every 30 worked.
	+ This will impact student workers, GA/TA’s, University Aides and Adjuncts.
	+ The University will place 24 hours of sick leave in each of the student workers banks that will be available for them to use for the calendar year (January-December).
* Another new law that went into effect is the Colorado Equal Pay Act.
	+ New law requires transparency in hiring practices.
	+ Can no longer ask applicants their wage history when applying for jobs.
	+ Required to announce any promotional jobs- no longer any direct appointments.
	+ Specific salary ranges or a salary and any benefit packages need to be disclosed.
* There has been a large number of fraudulent unemployment claims/filings. If you by chance receive anything in your mailbox pertaining to a pin # or unemployment debit card, contact Human Resources for instructions on what you can do.
* ASC Summit will take place sometime in February to review the ASC positions.
	+ The folks in these positions have been surveyed. (Not including the Student/Faculty Support Specialists.)
	+ Individual meetings with the ASC groups will be scheduled first.
	+ Mentioned the need to spend some time evaluating the Student and Faculty Support Specialist positions as well.
1. Kyle Mathes- PASC update
	* + PASC did not meet in January
2. Amie Cieminski – Faculty Senate
	* + No updates from Faculty Senate. Scheduled to meet next Tuesday.
		+ Working on the CEBS Dean Search.

# **Chair’s Reports**

1. Board of Trustees-
	* No update
2. President’s Leadership Council-
	* Discussion on the strategic planning that will be implemented in two phases. One this year and the other next year.
	* Addressed open positions that are coming available and how folks can apply to them.
	* Discussed employee morale.
	* Budget was discussed.
	* Acknowledged the events that transpired at the US Capitol on January 6th.

# **Vice Chair’s Report**

1. Student Senate
* No update

## **New Business**

1. Committee Reports

## Constitution and Elections

## Public Relations

1. Seeking Community Service

## Fundraising

1. Scholarship and Professional Development
	* 1. Heidi asked for additional volunteers to sit on this committee to help identify the scholarship recipients for the 21-22 year. This was opened up to the Classified Staff guests participating in the meeting. Two additional volunteers will join the committee for the next couple of months: Kim Arnold and Sheri Manweiler.

## Workplace Culture

1. Statewide Classified Liaison Council
	* 1. Asked for a volunteer to participate on this council due to Cateline Corbin retiring. Janis Hooper will look into this and may consider it.
2. Faculty Senate- remove- addressed under vice chairs updates, APASS, Bookstore, Campus Rec- is currently open, HLC, Compensation, Sustainability, ITC, Leave Share, Parking, UC, Work Environment Task, CETL- This is now geared towards faculty and teaching, so we can remove it., Inclusive Hiring Practices, University Center Advisory Board, Campus Climate Committee.

**Next meeting**

The next meeting will be February 10, 2021 at 8:15 a.m. via MS TEAMS link

## **Adjournment**

Meeting adjourned at 9:30 a.m.