Classified Staff Council Meeting Minutes

December 10, 2020 – General Meeting of 2020‐2021 year

1. The Classified Staff Council (CSC) meeting was called to order at 8:17 am by Vice Chair, Roni Secord.
2. President Andy Feinstein attended as guest speaker to answer any questions.
   1. He announced they are still planning on starting spring schedule on time as planned with faculty being able to choose how the course is delivered for the first two weeks. Currently 15% of classes are scheduled face to face.
   2. Additional question was brought up regarding the COVID vaccine and whether our campus would be an administration site. Andy does not know if we would be selected as a site, the state has not shared any plans of that.

# Roll Call

**Name Department Attendance**

|  |  |  |
| --- | --- | --- |
| Kim Arnold | Academic Support & Advising | Present |
| Cateline Corbin | Marcus Garvey Cultural Center | Present |
| Sandy Gelatt | Facilities Mgmt./Mail Services | Present |
| Doug Hendershott | Structural Trades | Present |
| Kim Lebsack | Monfort College of Business | Present |
| Greg Johnson | Facilities (new member) | 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 | Not present |
| Kyle Mathes | PASC | Present |
| **GUESTS** | | |
|  |  |  |
|  |  |  |

With 11 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 November meeting were emailed out to the council for review prior to the meeting. Roni requested a motion to approve the minutes from November. Moved, seconded and approved.

**Treasurer’s Report**

* Roni will check in with Kristina regarding the treasury items that are still in her possession that need to go to Sandy now.
* Sandy does not yet have access to our operating budget funds. The access request has been approved and submitted.
* Foundation account balance: $21,199.71

**Monthly Report**

1. Marshall Parks- Human Resources

* Year end bonus will be included in December’s pay. After taxes, the take home will be between $370-390.
* There have been some COBRA issues with those that are taking the early retirement. Anyone having issues is to contact HR.
* Colorado Equal Opportunity Act is going into effect on January 1st. Classified Staff will not see much impact as the state has already been practicing these guidelines.
  + Student employees will now be eligible for sick pay. 1 hour of sick pay to every 30 hours worked. Payroll will dump 24 hours of sick into each hourly student employee’s bank.
  + HR will check whether work studies are eligible for sick pay and if it would then come out of their workstudy funds.
  + Salaries will be posted with the positions.
* Marshall is working on refining the policy and processes around pay raises and the limited scope currently administered by the state to issue raises outside of the annual merit increase. Marshall will follow up with the refined process around this early next year.
* There will be an ASC Summit in February to see what is working and what is not working with the new ASC positions and model.

1. Kyle Mathes- PASC update
   * + President Feinstein attended the last PASC meeting as well to address questions.
     + The meeting was also advertised as a pro employee engagement team session and focused around compensation that drew more exempt staff to attend.
     + Committees are spinning wheels on how to move forward with things due to the pandemic and the virtual environment. Fundraising will be done on-line.
2. Amie Cieminski – Faculty Senate
   * + No updates

# **Chair’s Reports**

1. Board of Trustees-
   * No update
2. President’s Council-
   * No update

# **Vice Chair’s Report**

1. Student Senate

* Andy attend the last student senate meeting. Cleared up that Spring Break will be scheduled as normal and what spring semester may look like for classes, housing, etc. if things needed to change due to COVID.

## **New Business**

1. Committee Reports

## Constitution and Elections

## Public Relations

1. Seeking Community Service

## Fundraising

1. Scholarship and Professional Development
   1. Heidi will start reaching out to the committee members in January.

## Workplace Culture

1. Statewide Classified Liaison Council
2. Faculty Senate, APASS, Bookstore, Campus Rec, HLC, Compensation, Sustainability, ITC- Roni has agreed to sit on this committee, Leave Share, Parking, UC, Work Environment Task, CETL, Inclusive Hiring Practices, University Center Advisory Board, Campus Climate Committee.

**Next meeting**

The next meeting will be January 13, 2020 at 8:15 a.m. via MS TEAMS link

## **Adjournment**

Meeting adjourned at 9:21 a.m.