Classified Staff Council Meeting Minutes

May 12, 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 | Finance and Administration | Present |
| Mark Gebhardt | Dining Services | Present |
| Sandy Gelatt | Facilities Mgmt/Mail Services | Present |
| Keyleigh Gurney | CEBS | Present |
| Doug Hendershott | Structural Trades | Present |
| Janis Hooper | Graduate School | Present |
| Greg Johnson | Facilities | Present |
| Jude Maes | Facilities | Present |
| Ian Mickells | Dining Services | Present |
| Carlye Molpus | Admissions | Present |
| Dan Ries | Facilities Management | Absent |
| Heidi Romero | Humanities & Social Sciences | Present |
| Roni Secord | IM & T | Present |
| **REPRESENTATIVES** | | |
| Marshall Parks | Human Resources | Present |
| Amie Cieminski | Faculty Senate | Absent |
| Kyle Mathes | PASC | Present |
| **GUESTS** | | |
|  |  |  |

With 12 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**

* Roni gave gratitude for all of the hard work that went into the graduation ceremonies this past weekend.

# **Minutes**

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

**Treasurer’s Report**

* Operating Budget balance: $10,702.78
  + $179.23 check recently received from King Soopers that needs to be deposited.
* Foundation account balance: $20,153.81
  + Spring scholarship funds have been issued.

**Monthly Report**

1. Marshall Parks- Human Resources

* Currently there is an RFP to privatize dining services and is currently being routed and reviewed for an approval.
  + Classified Staff in dining services will have the option to remain classified and will not have to convert over to being an employee of the contracted service provider.
  + Marshall encourages that any staff that is involved in this process, first speak to HR before making any decisions of converting.
* Open enrollment went smooth. Please contact Human Resources with any questions.
* Starting this Friday, most all departments/offices on campus will be closed at 1:00pm.
* The 3% Classified Staff increase is still moving through legislature. The final decision will be done on May 15th. By June 1st we should have clarification on how this will be distributed.

1. Kyle Mathes- PASC update
   * + PASC has five vacant positions.
     + Currently voting for officers
     + Discussing how to welcome new employees to the University. Could be tied into on-boarding processes.
2. Amie Cieminski – Faculty Senate
   * + Discussed faculty salaries.
     + Various people were nominated to boards and committees.

# **Chair’s Reports**

1. Board of Trustees-
   * Nothing to report.
2. President’s Leadership Council-
   * Meeting last week was cancelled. Nothing to report.

# **Vice Chair’s Report**

1. Student Senate

* Student senate meeting was cancelled last week. Nothing to report.

## **New Business**

1. Committee Reports

## Constitution and Elections

* + CSC Officer Elections will take place at our June meeting. Heidi will send out the election announcement to all Classified Staff along with the position responsibilities.
    - The chair position would need to be filled by someone who has been on the council for at least one year. The other office positions do not have any specific requirements.
      * It was also suggested that we sign up for committees at the next meeting.
    - Roni Secord would be interested in running for chair, Sandy Gelatt is interested in remaining the Treasurer, Heidi Romero will be stepping down from secretary for her final year on the council, and the vice chair position is currently unfilled.

## Public Relations

* + Kim Arnold expressed some interested in putting together the newsletter. Keyleigh Gurney offered to help.

1. Community Service
   * Adopt a Spot- Ian Mickells was looking into adding this location to his list of areas that his staff maintain. He was not available to provide an update.

## Fundraising

* Toner recycling program is being reinstated. Drop-off locations and qualifying products will be announced soon.
* King Soopers fundraiser brought in just over $1000.00 in the last year.

1. Scholarship and Professional Development

* Scholarships were awarded for the 21-22 year. The foundation would like to issue all scholarship funds available moving forward to honor the donor’s wishes that the funds are being utilized.

## Workplace Culture

1. Statewide Classified Liaison Council
   * Keyleigh Gurney has determined that this council has not been active for the past few years. She will continue to monitor it for activity.
2. **Sustainability (LEAF); ITC**- Replacing and upgrading all computer lab computers. **Campus Rec (CRAB)** – will reconvene in the fall**.**  **Professional Development Task Force (PTAC)**- Last meeting took place on April 15th. Discussed the surveys that went out for information gathering and interest and needs on campus. Discussed resources needed to bring folks back to campus. Will meet again in July. **Inclusive Hiring Practices**

**Next meeting**

The next meeting will be June 9th, 2021 at 8:15 a.m. via MS TEAMS link

## **Adjournment**

Meeting adjourned at 9:04 a.m.