Classified Staff Council Meeting Minutes

May 8, 2019 – General Meeting of 2018‐2019 year

1. The Classified Staff Council (CSC) meeting was called to order at 8:17 am by chair, Maggie Kinney.

# Roll Call

**Name Department Attendance**

|  |  |  |
| --- | --- | --- |
| April Crocket-Goad | Dining Services | Excused |
| Kristina Burton | Parking | Present |
| Maggie Kinney | CEBS – Special Ed | Present |
| Keyleigh Gurney | CEBS -  | Present |
| Jill Clark | Registrar  | Present |
| Jay Brooks | Housing & Residential Education  | Present |
| Patty Chapman | Library | Present |
| Theresa Lane | HSS – Criminal Justice | Excused |
| Lindsay Snyder | Admissions | Present |
| Toni Tassone | Facilities Mgmt. & Support Serv | Present |
| Heidi Romero | HSS – Hispanic Studies | Present |
| Roni Secord | IM & T | Present |
| Kim Arnold | Academic Support & Advising | Present |
| Doug Hendershott | Structural Trades | Excused |
| Dan Ries | Facilities | Excused |
| Jude Maes | Facilities | Present |
| Kim Lebsack | Monfort College of Business | Excused |
| Cateline Corbin | Marcus Garvey Cultural Center | Present |
| Crystal Tweeten | Dining Services | Excused |
| Marshall Parks | Human Resources | Present |
| Amie Cieminski | CEBS – Education Leadership | Present |
| Kyle Mathes | Human Resources | Absent |

With 13 Council members in attendance, the majority required for a quorum was present.

# **Agenda**

Maggie requested a motion to amend the agenda to include adding a CSC Rep to the Organizational and Operational Assessment Steering Committee. Moved, seconded and approved.

**Chair’s Welcome**

# **Minutes**

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

**Treasurer’s Report**

1. Operating Budget- $7835.19
	* + The balance includes the $500.00 that come out for our 9News Health Fair donation to Student Nurses Association.
		+ King Soopers has communicated to Kristina their new process for awarding 5% cashback to our organization. Kristina is currently setting up the CSC account on the new King Soopers system. She will email Heidi once that is complete to ensure we get an announcement out in the Newsletter. Kristina will also check on what we need to do with our 14 remaining King Soopers gift cards with a $5.00 balance on each. We recently received a check from King Soopers for $89.00.
2. Foundation Account- $21,930.96
	* + This balance includes the recent deductions for scholarships and books. We also received a TEAM UNC Match.

**Monthly Report**

1. Marshall Parks- Human Resources
	* + The senate long bill passed. Pay increase for classified staff is looking like it will be 3%. Marshall is not sure yet how that will be distributed. Starting July 1, the employee contribution to PERA will go up from 8% to 8.75%. The raise will help offset that.
		+ Open enrollment is currently in process and will close next Monday. Most staff are completing or making their benefit selections. There is a new vendor for the Flex Health accounts. Discover Benefits will now be managing the Flex Health a flyer with their information was distributed.
		+ The University will work with Huron Consulting over the summer for the next 10-12 weeks assessing organizational structure. They will be looking at efficiencies across campus. Marshall has requested a representative from Classified Staff so sit in on the Steering Committee for this. They will begin work as soon as next week. Currently there will be three 90 minute meetings scheduled over the Summer. The work should be completed by the start of Fall Semester.
2. Kyle Mathes – PASC
	* + Kyle was not in attendance. The CSC rep for PASC provided the update.
			- Bryson Kelly is the new chair of PASC.
			- PASC does not have a meeting in May.
3. Amie Cieminski – Faculty Senate
	* + Faculty senate had a few policies to approve, one being the parental leave policy giving a full semester off for the primary caretaker.
		+ The Liberal Arts Core is now the Liberal Arts Curriculum. The required core credits are being reduced to align with the state requirements. Amie was not sure where the LAC credit deficit would be made-up, whether it be in the program requirements or as elective courses. Not certain what catalog year these changes would take effect.
			- Student senate raised concerns about the Multicultural and International Studies courses being reduced and provided an amendment with justified arguments to faculty senate to not consider reducing these credits. Faculty senate agreed that every student will continue to take 3 credits in Multicultural and 3 credits in International Studies. Incoming transfer students who have completed AA or AAS will not be required to take these courses.
			- All language courses will now only be considered for LAC at the 200 level to align with state guidelines.
			- The LAC recommendations will be sent out in the Fall to all faculty for vote.

# **Chair’s Reports**

1. Board of Trustees-
	* + No Updates
2. Student Senate-
	* + Student senate has elected new officers for the next academic year. One of the college senator races was contested due to inappropriate use of campus resources for campaign ads. That has since been resolved.
		+ Tim Hernandez, current student body president, required all senators to attend the meeting with faculty senate to provide comments and concerns related to the amended LAC proposed requirements for Multicultural and International Studies.
3. President’s Leadership Council-
	* + - The last meeting was cancelled due to the budget update meetings taking place.
			- The new student affairs division has been officially named. Katrina Rodriguez is the Vice President. The Campus Climate work will continue under Katrina as well.

## **New Business**

## Organizational and Operational Assessment Steering Committee

* Maggie asked if there were any volunteers interested in being on this committee. There was multiple interest with the decision being that Lindsay Snyder would be the Classified Staff Council representative.

## Committee Reports

## Constitution and Elections-

## An announcement for council nominations has been included in the last two newsletter emails that were sent out. The process outlined in the by-laws is rather formal and intended for a fully seated council with members vying to sit on the committee. We are still in an emergency state, so the standard member election protocol does not fit the current circumstances. Heidi recommended updating our current by-laws to simplify the election process.

* + - Members that are ending their fourth year on council can remain on a fifth year under emergency status. Both Maggie and Keyleigh will need to depart the council at the end of the year (June 2019)
	+ Council officers will be elected at the July meeting. So far we have members interested in all four officer positions.

## Public Relations

## Community Service

## Fundraising-

* Currently down to about 25 pizza pals cards. The cost per card has increased. Kristina asked if we still wanted to continue with the Pizza Pals. It was decided to continue with the cards and they will now be sold at $12.50/card to reflect the price increase. Kristina will order more.
1. Scholarship and Professional Development

## Special Events-

* Banquet awards have been delivered and are currently being distributed to the awardees.

## Employee Recognition-

* Gifts for all classified staff were not ordered this year due to time and other priorities.

## Workplace Culture Committee

## Campus Committees

1. Statewide Classified Liaison Council
2. Faculty Senate, APASS, Bookstore, Campus Rec., HLC, Compensation, Sustainability, IM&T, Leave Share, Parking, Transportation & Parking Planning, UC, Work Environment Task, CETL, Inclusive Hiring Practices, University Center Advisory Board
3. Other-
4. Baby shower/celebration for April in June
	* Keyleigh, Kim A. and Roni are planning the celebration. We have our meeting in CAND 1100, so there are no restrictions on food or drink. Members can bring gifts if wanted.

**Next meeting**

The next meeting will be June 12, 2019 at 8:15 a.m. in Candelaria Hall Room 1100.

## **Adjournment**

Meeting adjourned at 9:51 a.m.