Classified Staff Council Meeting Minutes

May 13th, 2020 – General Meeting of 2019‐2020 year

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

# Roll Call

**Name Department Attendance**

|  |  |  |
| --- | --- | --- |
| Kim Arnold | Academic Support & Advising | Present |
| Jay Brooks | Housing & Residential Education | Present |
| Kristina Burton | Parking | Present |
| Patty Chapman | Library | Present |
| Cateline Corbin | Marcus Garvey Cultural Center | Present |
| Sandy Gelatt- new member | Facilities Mgmt./Mail Services | Present |
| Doug Hendershott | Structural Trades | Present |
| Kim Lebsack | Monfort College of Business | Present |
| Jude Maes | Facilities | Present |
| Carlye Patrick-new member | Admissions | Present |
| Dan Ries | Facilities | Excused |
| Heidi Romero | HSS – Hispanic Studies | Present |
| Roni Secord | IM & T | Present |
| Lindsay Snyder | Admissions | Present |
| **REPRESENTATIVES** | | |
| Marshall Parks | Human Resources | Absent |
| Amie Cieminski | Faculty Senate | Present |
| Kyle Mathes | PASC | Present |
| **GUESTS** | | |
| Maggie Kinney |  |  |
|  |  |  |

With 11 Council members in attendance, the majority required for a quorum was present.

# **Agenda**

Agenda approved with amendment to add date for next meeting. Lindsay requested a motion to approve the agenda. Moved, seconded and approved.

**Chair’s Welcome**

Lindsay thanked all members for serving on the council this last year.

# **Minutes**

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

**Treasurer’s Report**

1. Operating Budget- $9778.30
   * CSC has 80-85 Old Chicago Pizza Pals cards. The restaurant has re-opened under new ownership. Roni will inquire to see if they will still honor the Pizza Pals Cards.
2. Foundation Account- $21,655.08- this accounts for a recent debit of $750.00 that was taken out for scholarships.

**Monthly Report**

1. Kyle Mathes on behalf of Marshall Parks- Human Resources

* Open Enrollment end on Monday, May 18th. Please try to have your enrollment completed by this Friday, the 15th in the event there are any system issues. If that does occur, they can be worked out on Monday, prior to the deadline.
* All ASC positions have been filled with the exception of PVA due to low numbers of applicants in their college. The new positions will be effective on Monday, March 18th. An entire list of everyone that has accepted one of these positions will be sent out after they have all filled and started.
* Pay differential/hazard pay will be stopping on May 31st for those that are currently working on campus. Admin leave will also be reduced May 31st with the intent of bringing staff back to campus to work.

1. Kyle Mathes- PASC update
   * + Last met on April 15th. Topics of discussion were course loads, faculty expectations, how students are doing with on-line courses, elections of new members. Andy also attended and presented information on the layoffs/ASC model.
2. Amie Cieminski – Faculty Senate
   * + End of school year rush to review policies that included some course catalog language and the tenure clock stopping for COVID-19.
     + Discussion about COVID-19 situation.
     + Electing new officers
     + Amie will not continue as a senator next year but has agreed to continue as the faculty representative on the Classified Staff Council.
     + An academic task force has been formed to layout a plan for Fall. Amie will be on this committee. Their first meeting is this week.
     + CDHE invited faculty from all universities state-wide yesterday for discussion on what each institutions circumstance are and the day-to-day impact due to the virus.

# **Chair’s Reports**

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

* Lindsay will participate on the Financial Task Force that has been formed to make decisions and how to move forward from the financial impact of COVID-19. They will meet over the summer.
  + It was asked if the University is considering offering early retirements. There has not been mention of this.
* Furloughs are taking place in athletics, housing, dining and event services. As of now, they only impact professional exempt making less than $55K through the end of July. The impacted employees can file for unemployment and should not see a loss in income due to the Cares Act. Classified Staff were not part of the furloughs due the state requirements that must be declared in order to furlough.
  + Amie questioned what the council will look like in a few months with all of the changes and furloughs.

# **Vice Chair’s Report**

1. Student Senate-
   * + Lindsay has not been able to attend a meeting since this position was vacated. She does know that they have completed their student elections and the updates are available on the [student senate website.](https://www.unco.edu/student-senate/pdf/2020-election-results.pdf)

## **New Business**

1. Committee Reports-

## Constitution and Elections

* Officer Elections will take place and voted on at the next couple of meetings. If you are interested in running for a position or want to nominate someone, please let Lindsay or Heidi know.
  + Lindsay would serve as chair again, providing no one else is interested. She expressed that it is a lot of work and can be time consuming.
* A revision to the by-laws to allow a 6th emergency year to serve on the council.
  + This revision was proposed due to struggling membership, with many upcoming factors continuing to affect memberships, such as, layoffs, retiring staff and current term limits.
  + **VOTE: All in Favor with no abstentions to update the by-laws to include a 6th emergency year to serve on the council.**
  + Heidi will update and send out the term list to all the council members.
* Two new members submitted their nominations forms and were welcomed to the council. Joining us are:
  + **Sandy Gelatt** with Mail Services and **Carlye Patrick** from Admissions. Welcome!

## Public Relations

## Fundraising

1. Scholarship and Professional Development

## Workplace Culture-

1. Statewide Classified Liaison Council
2. Faculty Senate, APASS, Bookstore, Campus Rec, HLC, Compensation, Sustainability, IM&T**- MS Teams will be updated, we will be able to see more members on the screen at one time**, Leave Share, Parking – **reimbursements will be given out at the end of the year for any parking permits not able to be used from March 15th- the determined date.** These will be issued as a credit in your paycheck., Transportation & Parking Planning, UC, Work Environment Task, CETL, Inclusive Hiring Practices, University Center Advisory Board, Campus Climate Committee.

**Next meeting**

The next meeting will be June 10th, 2020 at 8:15 a.m. via MS TEAMS link

## **Adjournment**

Meeting adjourned at 9:09 a.m.