

**PASC Business Meeting Agenda**

Teams

February 3, 2021, 11:00 am – noon

1. **Call to Order: 11:00am**
2. **Approval of December 2, 2020 Minutes**
3. **Committee Reports – Chair Appointments**
  - A. Communication and Outreach: **Weaver**
  - B. Engagement and Advocacy: **Black**
    - 1) Various initiatives in the works such as Employee survey, New employee postcards, Employee appreciation/recognition particularly custodial staff, Social justice trainings
      - HR Input: HR has EE (exempt employee?) recognition program push that we'll be rolling out shortly (i.e. Build a Bear Up)
      - HR is providing tools to supervisors including thank you notes, stuffed bears, etc. Bears arrived yesterday, tool kits will be sent to supervisors/dept leads in the coming weeks
      - Koreen Myers is the new Prof/Development person for non-faculty. We're working on creating a dedicated Prof/Dev space for staff which was just approved
        - a. Currently seeking participants to serve on the Professional Development Training Advisory Committee
      - Member Input: Handwritten appreciation cards event – Kelsey Crane will send out more information as the details are confirmed
  - C. Fundraising and Events: **Crane**
    - 1) UNC Day of Giving April 14
      - PASC Scholarship be a part of this initiative? Would also assist with digital visibility
    - 2) Team Giving week
      - Gift matching could be a good opportunity to engage our population
  - D. Grants and Scholarships: **TBD**
    - 1) Review of applications and make decisions on how funds are allocated
      - Currently no applications at this time, so may need to increase our communication and spread the word (Provide money available and deadlines)
      - Question: How much money is available? Kelsey will look at report
        - a. Lisa also found a budget line for \$10,662 – Will confirm how much is available out of this amount
4. **Campus Liaison (Summary Reports)**
  - A. Board of Trustees: **Grimes**
    - Have not had a meeting since December
    - Friday, February 12<sup>th</sup> is the next meeting – Lisa has an opportunity to give an update on behalf of PASC – Any suggestions to share?
      - i. Thank the board for the extra \$500 we received; we appreciate the advocacy from President Feinstein and approved by the board
      - ii. PASC is a committed group of individuals who serve to advocate for employee recognition and morale, particularly in pandemic times/being short staffed – We appreciate your support in recognizing our staff who are still here and consistently go above and beyond, and assist in retention of hard working staff

**B. Student Senate: *Arellano***

- Remind faculty and staff that the SPA application deadline is this Friday (2/5/21) – Free money for programming and events!

**C. Campus Recreation Advisory Board: *TBD***

- Meetings are usually twice a year, but unsure of any upcoming meetings at this time
- Whitney providing a Campus Rec update: Campus Rec has been able to stay open (with the exception of this past summer), Students still have access to all equipment and reservations are still ongoing. Reservations were maxed out for the first time in the pandemic last week (Over 500 swipes!)

**D. CSC: *Mathes***

- They have a new Chair, but still struggling with engagement due to remote work
- Currently working with Sarah Chase (HR) to revisit and recreate their mission and vision
- Please spread the word to recruit members!

**E. Faculty Senate/Salary Equity: *Dyer***

**F. Information Management and Technology: *Pohja***

**5. PASC Elections – March**

- A. 1<sup>st</sup> Step (February):** Determining vacancies and confirming continued participation based on eligibility
- B. 2<sup>nd</sup> Step (Feb/March):** List of eligible employees from HR
- C. 3<sup>rd</sup> Step (March):** Nominations
- D. 4<sup>th</sup> Step (April):** Elections

**6. Employee Recognition Event**

- A.** Lisa will send an email

**7. President Feinstein – 11:30**

**A. Discussion**

- 1) Using about a dozen quarantine/isolation rooms on campus. We are in a much better place than when we ended the Fall semester, but one quarantine/isolation student is too many
- 2) Finding stability in the midst of the pandemic, but know it
- 3) Over 200 people from our campus have received their vaccinations thus far – Seeking opportunities for more of our front line employees to receive their vaccination
  - Consider our faculty should be included in the front line educators (extend beyond K-12)
- 4) ASC Retreat is upcoming to discuss what is going well, what can be improved, etc.
- 5) Continuing to support improvement projects on campus. There are many buildings and spaces that need some TLC. Example: Check out Carter Hall! A little bit goes a long way

**B. Questions**

- 1) What are the plans for Spring Break?
  - Andy Answer: We are having Spring Break, there will be no changes to our Spring calendar. We have learned a lot from Fall Break. UNC didn't see the spike we were fearing. We just need to continue our practice of masking and washing hands
- 2) What is your response to Equal Pay Act of Colorado? What is your role in advocating for equitable pay for UNC employees? How are you wanting to see the institution move forward in addressing the pay inequities?
  - Andy Answer: We are following suit with the state, but trying to do more. We weren't able to provide the 2% increase we had expected due to the pandemic and budgetary shortfalls. I have put together a proposal package with other CEOs and sent to the Joint Budget Committee two weeks ago. In that proposal is a raise of 2-2.5% for all exempt employees
    - a. Also regularly meeting with State Senators: The governor has encouraged us to look for ways to restore our budget, but that is not enough

- b. Higher education is under-budgeted by \$1 billion, so we're using that as leverage to show the inequities of financial support for Colorado institutions
- HR Input: HR is currently conducting a Pay Equity Analysis with the consultant who helped us with our original Prof/Admin banding and converting a Hiring Specialist role into a Compensation specialist to manage pay equity. New processes will be forthcoming
- Member Question: What can we do to emphasize these points you just shared?
  - a. Andy Answer: Write your representatives. But at the end of the day, we need to get our students involved too

**3) Vaccinations and the Fall semester**

- Andy Answer: Provide sense of optimism to our students, So many students are on the fence of attending college and we need to do our part that education/going to school is best for their future. The plan is to be in Fall for the most part
  - a. Remember, personal connection is crucial – Sending letters, making phone calls, etc.
- Member Question: What considerations are being made in the success of the vaccine with the virus mutations?
  - a. Andy Answer: Have heard that the vaccine is still effective. But I have confidence in the effectiveness of the vaccine. Continuing to stay up to date with the CDC guidelines and updates. The only concern they are discussing is the efficacy of the vaccine, but even with the decrease of efficacy, the CDC is still not concerned overall

**8. Open Comment**

- A. IT Reminder: Reiterating process of clearing out deleted emails in the Deleted Folders Feb 18 – If you have been using this folder as an Archive, please create a new folder to save your emails

- 1) Any questions: Reach out to Chad

**9. Adjourn: 12:08pm**

**10. Attendees**

- A. [Elizabeth Alvarado](#), Samantha Black, Rachel Borum, Kelsey Crane, Morgan Diaz, Whitney Dyer, President Andy Feinstein, Rosa Galindo, Lisa Grimes, [Kara LaSota](#), Cami Mathews, Kyle Mathes, Dan Maxey, Caitlin Ortis, Chad Pohja, Katherine Runkel, Nancy Schindele, Kendra Schneider, Rebecca Thompson, Tyler Weaver
- B. **Absent:** Lupita (Maria) Arellano, Tyler Cobb, Monica Coverdale, Diana Silva

**NOTES/TO-DO:**

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