Classified Personnel Council Meeting
Thursday, Mar. 8th, 2018 – 1-3 pm
Regular monthly meeting

Agenda

Call-to-Order
Announcements:
  • Happy Birthday this month to: Brian Gilbert! (It’s today 😊)

Guest Speaker: Lynn Johnson – Vice President for University Operations

Reports / Updates:
  • Approval of CPC 2-8-18 Meeting Minutes
  • Treasurers Report – Anthony King
  • 2018 Recognition Luncheon
  • Time to recruit new members – new representative nominations DUE March 27th
    o Review of the nomination and election process for new CPC representatives
    o Discussion of the process for electing the FY19 Executive Committee
      ▪ On April 12th we will also elect a Chair, Vice Chair, Secretary, & Treasurer
  • President’s Commission for Diversity & Inclusion – update from Megan

CPC Committee Reports:
  • Communications – Will Schwab & Megan Skeehan
  • Employee Recognition – Carol Carroll
  • Legislative – Brian Gilbert
  • Outreach Events – Kristin Stephens
  • Work Life – Kelly Hixson
  • Executive – Stacey Baumgarn

Meeting adjourned – Thank you – see you next month
Next CPC meeting – Thursday, April 12th, 2018 – 1-3 pm – LSC, Room 304-306
***Representative and Officer elections!

Dates to remember:
March 23 – nominations close for the Positive Action Award
March 23 – applications due for the Educational Assistance Award
March 27 – nominations for CPC Representatives – for terms beginning July 1, 2018
April 11 – Celebrate! CSU
April 12 – CPC regular monthly meeting
  • New representatives elections
  • Officer elections for FY19
April 26 – CPC Recognition Luncheon
May 2 – State Classified Benefits Fair – times TBD
FY18 CPC Calendar for March and April 2018 – What’s going on and coming up?

MARCH

- **COUNCIL** Encourage State Classified employees to submit a CPC membership self-nomination
- **EXECUTIVE** Review and update officer roles and responsibilities
- **CHAIR** Contact HR regarding date, time, etc. of State Classified Benefits Fair
- **CHAIR** Call for CPC member nominations; pinpoint departments on campus in need of CPC representation, ask VPUO to reach out to department heads and deans, and request department liaisons to re-circulate communications to State Classified in their areas
- **CHAIR** Assist with the creation of a ballot and nominate election tellers (if needed)
- **CHAIR/VICE CHAIR** Attend APC Recognition Luncheon
- **VICE CHAIR** Request Director of the Office of Policy and Compliance and the Deputy General Counsel attend June meeting to provide legislative update
- **OUTREACH** Host building parades (building specific visits) to build awareness about the Council and encourage State Classified employees to consider joining
- **OUTREACH** Finish planning Spring Outreach Event
- **OUTREACH** Start planning something for “I Love CSU Day”
- **RECOGNITION** Outstanding Achievement Award: confirm nominations received, review nominations, choose awardees, notify CPC chair, nominators and applicants
- **RECOGNITION** Call for Positive Action Award nominations

APRIL

- **COUNCIL** Attend Spring Employee Appreciation Event
- **COUNCIL** Attend Celebrate! CSU
- **COUNCIL** Attend CPC Legislative visit to the State Capitol
- **COUNCIL** Participate in CPC member elections (if necessary) and CPC officer elections
- **EXECUTIVE** Finalize arrangements for CPC Recognition Luncheon: send invitations, catering order, purchase and pickup trophies and gifts, print program, etc.
- **EXECUTIVE** Attend annual meeting with University President, VPUO, and APC leadership
- **CHAIR** Sign letters for Outstanding Achievement Award nominees, recipients, and nominators
- **CHAIR** Present Outstanding Achievement Awards at Celebrate! CSU Awards ceremony
- **CHAIR** Announce election results and contact new CPC members: invite them to June meeting, new member orientation, and July retreat, and obtain preferred spelling for nametag, and supervisor info for letter from University President, etc.
- **LEGISLATIVE** Host CPC legislative field trip to the State Capitol
- **OUTREACH** Host Spring Outreach Event
- **OUTREACH** Coordinate CPC participation for “I Love CSU Day”
- **OUTREACH** Arrange for CPC to have a table at the State Classified Benefits Fair
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<th>CPC Committee</th>
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<td>Work Life Committee</td>
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| Email: |
| Kelly.Hixson@colostate.edu |

| Date of Meeting |
| 03/06/2018 |

| Time of Meeting: |
| 02:30 pm |

| Location of Meeting: |
| LSC Commons |

| Members Present: |
| Meeting was canceled-Kelly had a personal issue come up. No updates on things the committee was working on since last meeting. |

| Topics/Issues Discussed: |
| N/A |

| Action Items: |
| N/A |

| Do you wish to provide a verbal update at the next regular CPC meeting? |
| No |

| Next Meeting: |
| April 2, 2018 |
CPC Committee

Communications Committee

Email:

megan.skeehan@colostate.edu

Date of Meeting

02/12/2018

Time of Meeting:

10:00 am

Location of Meeting:

Rockwell Hall West 211

Members Present:

Will Schwab, Laura Snowhite, Sandy Dailey, Dan Kelso, Megan Skeehan, Leah Bosch

Topics/Issues Discussed:

*March SOURCE and CSU Life submissions
*Communicator plan for end of the month - include resources, Comm Psych/EAP, N2N, Bia Reporting, SAVA, VAT/Red Whistle Brigade
*April CSU Life - PERA/Long Bill/Legislative updates?
*May - Focus on resources, N2N?

Action Items:

*Laura will get communicator together and submit everyday hero article
*Megan submit CSU Life article
*recruiting focused communications - update website, etc.

Do you wish to provide a verbal update at the next regular CPC meeting?

Yes

Next Meeting:

3/8/2018
The Classified Personal Council serves to represent State Classified employees at Colorado State University by promoting, improving and protecting their role within the University system. Its elected members form a united voice on issues and decisions that directly affect State Classified employees of the University.

The President of CSU established the Classified Personal Council in 1973. The Council includes members elected each spring from across the University.

cpc.colostate.edu
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ABOUT US
The President of CSU established the Classified Personal Council in 1973. The Council includes members elected each spring from across the University.

MORE INFORMATION
cpc.colostate.edu
CPC IS SEEKING NEW REPRESENTATIVES

LEADERSHIP – CPC represents State Classified employees at CSU

VOICE – CPC is a voice for State Classified employees at the leadership level of CSU

ISSUES – CPC advocates for State Classified employees concerning issues that affect us all

RECOGNITION – CPC recognizes CSU’s State Classified employees with a variety of awards to acknowledge their contributions to the University

Self-nomination information to join CPC can be found at CPC.colostate.edu
CPC Chair Report for March 8, 2018

What follows a brief narrative, is a listing of the meetings I have attended. I have also listed a short series of meetings coming soon.

Note: With each CPC Chair Report I intend to share a few highlights and mention things that are not likely to be discussed at the regular meeting. I hope to give you a sense of where I am going, who I am meeting with, and the topics under discussion. I expect you will have questions or input to these conversations. If and when you do, send an email – I am happy to provide additional information, context or details.

Thanks for all you do – Stacey Baumgarn, CPC Chair for FY18.

Thank you:
• Leah Bosch and members of the CPC Communications Committee (CPC CC) – for preparing the article about Performance Evaluations: The truth behind the myths – well done!
• Laura Snowhite and members of the CPC CC – for preparing Volume 18 – Issue 1 of the CPC Communicator – sent on March 2nd
• The Recognition Committee and the CPC CC for recognizing our recent Everyday Hero’s
• Kristin Stephens, the Outreach Committee, Wayne Hall and our CPC Committee Chairs for organizing and hosting a CPC members recruitment info session on March 7th
• CPC members who have volunteered to serve at the Mobile Food Pantry – more volunteers are needed: https://source.colostate.edu/volunteers-needed-csus-mobile-food-pantry

Updates of note:
You know – it was a busy month – and it looks (below) like I went to a lot of meetings and conversations. That’s true. But, I guess there are not many substantive updates from these meetings and conversations. Lots in play and lots evolving. Here are just a few tidbits:
• Congratulate Megan – she won a scholarship! (Sorry to share this publically Megan but, I am proud of you!) Great job!
• Soon we will all be meeting Amy Plotner in person. Amy is CSU’s new Director of Human Resources! Amy’s first day at CSU was Feb. 26th. Diana Prieto, as the Associate Vice President for Human Capital will stay with us too. Welcome to Amy and many thanks and continued thanks to Diana – we look forward to our continued collaborations
• There is lots of waiting and waiting and waiting regarding the Long Bill (this will ultimately determine if/any amount of raise State Classified employees will receive in FY19 – and the percentage breakdown for cost of living vs. merit). And, equally – everyone is curious if we will see any proposed changes to PERA contributions – from employees or from employers or both? Just keep waiting. Patience is a virtue (I heard that once)
• Can we provide financial literacy courses to match the spectrum of needs of all CSU employees – and not subject anyone to anything that could be perceived as predatory in any way (?) There are various conversations going on in parallel – about existing resources and potential new ones – but, do we have the “right” ones or the “best” ones?
• The Commitment to Campus (C2C) Advisory Committee is considering if/how to provide the equivalent of the Rec Center discount to employees working outside of Fort Collins
• I had fun serving on two panels this month – and, the practice of shared governance rocks!

Where has Stacey been?
Meetings and activity:
Feb 8 – CPC regular monthly meeting
Feb 12 – APC regular monthly meeting
Feb 12 – serve on a panel about Shared Governance at CSU for an SAHE graduate program class
Feb 13 – APC/CPC/Faculty Council Chairs & Vice Chairs
Feb 15 – Chair & Vice Chair meeting with Diana Prieto
Feb 19 – APC/CPC/Faculty Council Chairs with Diana Prieto and Teri Suhr (retiree benefits)
Feb 19 – President’s Sustainability Commission
Feb 20 – Kuder and Eddy Scholarship selection committee
Feb 20 – Marsha Benedetti – University Employee Orientation, info on shared governance
Feb 21 – CPC Committee Chairs quarterly meeting
Feb 22 – (brief) discussion with College of Business regarding financial literacy courses
Feb 26 – Artspace Survey Results public meeting (related to Housing Task Force work)
Feb 27 – serve on a Citizenship Panel for the President’s Leadership Program
March 1 – CPC Executive Committee
March 1 – volunteer with the Mobile Food Pantry
March 2 – C2C Advisory Committee
March 5 – Re-envisioning CSU
March 6 – CPC Legislative Committee
March 6 – Faculty Council regular monthly meeting
March 7 – Employee Voice Survey – communications / draft article (?)

Meetings coming soon:
March 7 – CPC regular monthly meeting
March 12 – APC regular monthly meeting
March 19 – President’s Sustainability Commission
March 22 – APC Employee Recognition Reception
March 26 – Committee on Strategic and Financial Planning
March 27 – APC/CPC Chairs & Vice Chairs
March 29 – APC/CPC Chairs and Vice Chairs with Lynn Johnson (VPUO) and Cara Neth
March 29 – CSUnite: No Place 4 H8 Rally
Apr 3 – Faculty Council
Apr 5 – CPC Executive Committee
Apr 9 – APC regular monthly meeting
Apr 9 – Re-envisioning CSU
Apr 11 – Celebrate! CSU
April 12 – CPC regular monthly meeting – member and officer elections!!!
Dates to remember:
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March 23 – applications due for the Educational Assistance Award
March 29 – CSUnite: No Place 4 H8 Rally (details coming soon)
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Information and ideas that may be of interest:

• President Frank: No place for hate at Colorado State – if you missed reading Dr. Franks email on Feb. 1st – you can read it here now. [https://source.colostate.edu/president-frank-no-place-hate-colorado-state](https://source.colostate.edu/president-frank-no-place-hate-colorado-state)
• March 29th – CSUnite: No Place 4 H8 Rally (details coming soon)
• A new resource for the CSU community – a website focused on the First Amendment and free speech in higher education that offers resources and information for those navigating these complex issues here at CSU. The new site is live today at [https://firstamendment.colostate.edu](https://firstamendment.colostate.edu)
• March 24th, 8:30-9:30 pm – It’s Earth Hour – check it out – join the world – see the stars!

Have a great day CPC!