

**Classified Personnel Council Meeting  
Meeting Minutes for Thursday, April 12<sup>th</sup>, 2018  
Lory Student Center – rooms 204-306**



**CLASSIFIED  
PERSONNEL COUNCIL  
COLORADO STATE UNIVERSITY**

**Members present:** Jim Abraham, Stacey Baumgarn, Leah Bosch, Carol Carroll, Sandy Dailey, Brian Gilbert, Wayne Hall, Kelly Hixson, Dan Kelso, Anthony King, Clint Kranz, Nicole Johnson, Randy Lamb, Will Schwab, Megan Skeehan, Kristin Stephens Laura Snowwhite, Lourdes Zavala, Diana Prieto (Ex-Officio), and Bob Schur (Ex-Officio)

**Members Absent:** Ken Young (excused)

**Call-to-Order**

**Announcements:**

- *Happy Birthday* this month to: Clint Kranz

**Reports / Updates:**

- Approval of CPC 3-8-18 Meeting Minutes
  - A motion to approve the CPC 3-8-18 Meeting Minutes as presented in the meeting packet was made by Brian, second by Jim – motion carried
- Treasurers Report – Anthony King
  - Looking good on FY18 budget. We had a surprise parking charge appear from FY17 (all OK, and now paid). The Executive Committee noted our budgeted amount for refreshments for the Benefits Fair was too low, we have corrected that and have available budget to cover the expense
- 2018 Recognition Luncheon
  - Invitations were sent to the fall 2017 Educational Assistance Awardees, as well as some additional direct outreach to some key partners
  - Lunch is ordered, can adjust numbers a week before the event
  - Still no speaker – especially this time of year it is difficult to secure one. Should we do this in the future? Can we think about doing something new?
  - Meeting briefly after this meeting to touch base on remaining action items: gifts for awardees, award plaques, invites, program, etc.

**Election of CPC Representatives**

The Council (via the Office of the VPUO) had received 9 self-nominations from potential eligible individuals. As the Classified Personnel Council may have up to 30 members, and at the time of this election 17 seats were considered to be “open”, therefore, election of all nine nominees would not exceed the limit of seats. A document containing a statement of interest from each candidate was made available and then ballots were distributed. All nominees received unanimous approval (ballots counted and reported by Bob Schur)

- The newly elected CPC members will serve a three-year term beginning July 1, 2018 and concluding June 30, 2021

### **Election of FY19 CPC Executive Committee Members**

Brian Gilbert coordinated the nomination and election process for the FY19 Executive Committee members. Prior to the meeting, the following nominations were received: Chair – Megan Skeehan; Vice Chair – Wayne Hall; Secretary – Jim Abraham and Nicole Johnson; Treasurer – Anthony King. A document containing a statement of interest from each candidate was made available to members. No further nominations were made from the floor. The vote for each office was taken in order, with ballots used for the office of Secretary (ballots counted and reported by Bob Schur).

The Executive Committee members for FY19 will be:

- Megan Skeehan – Chair
- Wayne Hall – Vice Chair
- Jim Abraham – Secretary
- Anthony King – Treasurer

Thank you to all of our candidates!

### **Consideration of 2018 Positive Action Award nominations**

Two nominations were received for the 2018 Positive Action Award. Each nomination was read aloud and a vote was taken. The Classified Personnel Council is proud to announce that Marsha Benedetti – will be the recipient of the CPC 2018 Positive Action Award

A motion was made by Kristin Stephens and seconded by Kelly Hixson, to recognize the other nominee with an Everyday Hero Award – motion carried

### **CPC Committee Reports:**

- Communications – Will Schwab & Megan Skeehan
  - Submitted and article for May edition of *CSU Life* on Tell Someone campaign
  - Focus during summer on SOURCE and *CPC Communicator* – campus wide resources
  - Would like to do a deeper article on N2N partnership with CSU and Off Campus Life, how the process works, etc.
- Employee Recognition – Carol Carroll
  - 2 recent Everyday Hero Awards
  - Spring Educational Assistance Award decisions are being made in the next few days
  - Updating certificates for Everyday Hero, other CPC awards, to use new branding / logo
  - Megan will add a note on Educational Assistance Award application – letting applicants know documents have been submitted successfully. Also, clarify that submission is through the website. Megan will create an in site form for this.
- Legislative – Brian Gilbert
  - The CPC Legislative Visit is scheduled for April 18<sup>th</sup> – RSVP by Monday 4/16 to Brian
  - The PERA bill (SB18-200) is assigned to House Finance Committee – looking at the Senate version of the bill starting Monday
  - Diana update: the Joint Budget Committee had recommended a 3% increase across the board for State Classified employees for FY19. There would be no merit, simply an across the board increase. This is not announced yet, but does seem to be the direction in the Long Bill (the State's budget bill)

- Long Bill is in the Senate right now
  - Updates and information about any State of Colorado legislation can be found at: <https://leg.colorado.gov>
- Reached out to Senator Vicky Marble, offering a face-to-face with CPC on 4/18/18
- Outreach Events – Kristin Stephens
  - Next meeting sometime in the next week or so
  - Benefits Fair – 9 am-2 pm we will need volunteers through the day
  - Mobile Food Pantry might be on campus through the summer – 2 more times (?). We may have an opportunity to volunteer for this
  - Getting our names in early for School is Cool backpack program next year!
  - Succession planning – Kristin will not chair the committee next year – who’s interested?
- Work Life – Kelly Hixson
  - No meeting – but still looking into the mobile pet clinic through the VTH – asked about pet information and contacts. And exploring resources at the CSU Medical Center
- Executive – Stacey Baumgarn
  - Member update – Jeb Stuart has a new AP job and is no longer with the council. Karl Bendix – APC rep. will no longer be in our meetings. APC will seek a replacement
  - Congratulations to Kelly Hixson for receiving the Multicultural Staff and Faculty Network Distinguished Service Award at Celebrate! CSU on April 11<sup>th</sup>
  - Employee Voice Survey Open Forum volunteering – April 25<sup>th</sup> 11:30 am-1:30 pm. This Open Forum will present a brief power point of the findings and discuss the Councils recommendations. As well as – seek feedback and comments from attendees. If you plan to attend, you must RSVP as lunch will be provided
  - Received an email from a member of the community requesting CPC’s support to establish the Lory Student Center as a polling place for mid-term elections. The LSC is currently a polling place for presidential elections but not mid-terms. This community group seeks support for their efforts to request the Larimer County Clerk establish the LSC as a polling place this November
    - A motion to endorse was made by Kristin, seconded by Clint – motion carried
    - Council will move forward with a generic letter of support to establish the LSC a mid-term polling location
  - Lanai Greenhalgh is leaving CSU May 4<sup>th</sup> – there will be a gathering to honor her service to the university. 3-5 pm, Longs Peak Room in the LSC

Meeting adjourned – **Thank you** – see you next month