Classified Personnel Council Meeting

Friday April 23, 2021 1:00pm-3:00pm
FY21 Regular Monthly Meeting
Microsoft Teams

CLASSIFIED PERSONNEL COUNCIL
COLORADO STATE UNIVERSITY

Agenda

Call-to-Order

- Approval of CPC 3.18.2021 Meeting Minutes

Guest Presenters: President's Council on Culture

- Sue James, Jenelle Beavers, Emily Wilmsen, Catherine Douras, Barry Braun, Wayne Hall

CPC Announcements and Updates

- CPC Membership Election (2 self-nominations to vote in)
- CPC representation on Housing Task Force and general updates from our discussion with Debbie Mayer
- Financial Update – Adrian
- HR Update - Robyn

CPC Committee Reports:

- Communications – Leah Bosch
- Employee Recognition – Nancy Cowley
- Legislative – Adrian MacDonald
- Employee Engagement & Experience – Meg Skeehan/Alisha Zmuda
- Executive – Meg Skeehan

Meeting adjourned – **Thank you!**

Dates to remember:

- Open enrollment deadline May 4
- May 2 - 8 – Employee Appreciation Event
- May 20 – Next Regular CPC meeting
- June Meeting – we will have an awards and recognition event, details to come!

Classified Personnel Council Meeting

Thursday March 18th, 2021 FY21 Regular Monthly

CLASSIFIED PERSONNEL COUNCIL
COLORADO STATE UNIVERSITY

Attendance:

☒ Jim Abraham, Environmental Health Service
☒ Stacey Baumgarn, Facilities Management
☒ Kristen Berthold, Chemistry
☒ Leah Bosch, CVMBS
☐ Jeff Cornelius, Housing and Dining Serv.
☒ Emily Farrenkopf, College of Liberal Arts
☒ Nancy Cowley, Lory Student Center
☐ Joseph Gallegos, Facilities Management
☒ Wayne Hall, ACNS
☒ Abby Hanouw, Registrar's Office
☒ Eva Hybiak, Campus Recreation
☒ Brian Gilbert, ACNS
☒ Julia Innes, Facilities Management
☐ Brian James, CSU PD
☐ Chuck Johnson, Facilities Management
☒ Valerie Lewis, Health Network
☒ Amber Lobato, Health Network
☒ Anselma Lopez, VP for Enrollment Acc.
☒ Adrian Macdonald, Statistics
☒ Dustin Pothour, Facilities Management
☐ Chuck Richards, CSU Police Department
☐ Kate Sherman, Political Science
☒ Meg Skeehan, Dept of Accounting
☒ Lourdes Zavala
☒ Alisha Zmuda, Student Disability Center

Ex-Officio Members, CPC Volunteers and Guests:

☒ Kelly Hixon
☐ Catherine Douras, APC Chair
☐ Sue Doe, Faculty Council Chair
☒ Shannon Boepple, APC Representative
☒ Robyn Fergus, Human Resources
☒ Peggy Stoltenberg
☒ Tammy Hunt, Office of Policy & Compliance
☐ Brandon Fuller
☒ Lynne Johnson

Attendance recorded via Poly Poll. Please reach out to cpc_ssecretary@mail.colostate.edu for corrections.

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Classified Personnel Council Meeting
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CLASSIFIED PERSONNEL COUNCIL
COLORADO STATE UNIVERSITY

Agenda

Call – to – Order

- Approval of CPC 2.18.2021 Meeting Minutes
    - Nancy moves to approve Abby seconds – minutes are approved

Guest Presenter: Lynne Johnson, Vice President of University Operations

- Budget for FY22 – 4 different scenarios
    - Waiting to learn more about funding from federal government
    - Doing everything we can to have data in front of us to figure out how to move forward for FY22
- Education and General Budget – ENG
    - On the left-hand side are categories of figures for the far-right 4 columns
        - Start with new resources and then reduce by financial aid and then new expenses on the left-hand side and then the balancing process – impact of net revenue and what we have to balance
            - If you are new to this discussion this is the increment – only education and general budget
        - Research portfolio is self-contained – don't include in the ENG.
        - Auxiliary actives are also not included in ENG
            - Parking and Transportation, LSC, Health Network, Housing and Dinning
                - They need to be self-balancing – have revenues and need to cover their own expenses.
        - Gifts – 90% of money that comes in as a gift are restricted
            - Given to the institution for a specific purpose
            - Does sometimes cover scholarships, but scholarships go above and beyond ENG budget
    - When we talk about ENG we are talking about funding that comes from the state and our tuition
        - 4 columns across the top: Different scenarios
            - Scenario 1- Assumes Rate is 0% (tuition increase are 0%)
                - Tuition will be the same rate as it is this year
                - Joint budget committee had approved 2.5% salary increase for state classified employee.
            - Scenario 2 – highlighted (think this is the scenarios we will be working with)
                - Cap at 3% tuition increase – can ask for above this but we have stuck with 3%

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            - Continued to include raises for State Classifies at 2.5%
    - Scenario 3
        - 3% stays the same and State Classified increase stays same and added 2.5% increase for AP and Faculty
    - Scenario 4
        - Builds on scenario 3 and everything is the same
        - CEO's of higher education and CFO's are pushing to have additional funding come in from the state. $11.8M number.
            - There is a proposal to bring back the same amount of funding from FY20
        - Scenario 4 there is a proposal to provide additional resources to the institution
            - Facilities and Administrative Overhead – is the only area where research comes in.
            - The total revenue row – how much we could possibly receive based on the above information.

- New Resources
    - Tuition
        - Tuition is the largest source of revenue.
        - FY21 we were expecting an 8% drop but this did not happen and had a 5% loss to see us bringing in some enrollment come back in to FY22, close to $3M and almost #5M close to $8M.
            - Students are here so this stays the same across all 4 scenarios
        - Undergraduate students
            - Rate increase for both resident and non resident
                - Not in scenario 1 because tuition assumption of 0% - total is just under $10M for new revenue we would generate.
        - Graduate students
            - Same exercise
            - Have a little over a million dollars coming back as revenue because of the 3% tuition increase
        - Professional Veterinary Medicine
            - Same thing happens
                - Numbers are the same for total revenue generated for a 3% tuition increase.
        - Differential Tuition
            - Being increased by 3%
                - Two things are going on.
                - Scenario 1: 0% tuition increase– bringing back a little over $1.6M, FY21 overestimated the loss, bringing back in and then increasing number based on 3% tuition increase
        - Tuition is bringing in a little over $10M or $22M based on 3% tuition increase.
        - State Impact – would bring back state funding to the same level as 1920.
            - FY21 took a $7.6M budget reduction in state funding
                - With them bumping the level of state funding to 1920 receiving additional $7.6M in funding from the state.

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            - Scenario 4, joint budget committee conversation – funding higher 2.5% increase across the board from the state – includes inflationary costs
                - $11.8M is coming in to play in – won't learn more about this until end of March/April
    - Facilities and Administrative Overhead
        - Cost recovery on research portfolio – one area where research portfolio does impact budget
            - 51% of what is generated in overhead comes back to the general fund as cost recovery
    - Total New Resources: Almost $18.6M and almost $30.5M in projected revenue – grows in 4th column with additional $11.8M from state.
    - Financial Aid
        - Need to go in and back out incremental increase we need to invest in financial aid
    - Net New Resources: First scenario $12M, 3% tuition increase close to $23M, Scenario 3 stays the same, Scenario 4 – close to $35M with the additional 11M from the state.
- New Expenses
    - Multiyear central Investment of $1.2M in Strategic Initiatives
        - $500K that goes into Student Success, do this every single year.
            - Student Success – Making sure we are supporting our students.
                - We know we are brining in more and more students with diverse backgrounds and first generation, and are aware that the wrap services are greater than students not coming in with those backgrounds, continue to invest in them
        - Before Dr. Frank and Provost Miranda left institution made a commitment to fund Vice President of Research $2.5M
            - $2.5M coming in $500K over 5 years – on year 4 of 5 year commitment
        - $200K shoring up commitment brokered with system office and the police department
            - $200K going back to public safety
    - Faculty/Staff – highlighted because if varies across models.
        - Scenario 1 and 2 have the 2.5% salary increase for State Classified – 2 numbers are the same.
            - Increase for State Classified is a little over $1.5M
            - The rest of the money is what we budget for every single year for promotional opportunities for faculty to go from assistant to associate level professorship
                - This happens every year
            - Also, money for non-tenure track faculty and commitments made to them to increase their base and provide opportunities for promotion
            - All of this makes up almost $2.6M
        - Scenario 3
            - Where we bring in salary increase for faculty and AP – increase of almost $10M
        - Scenario 4
            - Stays the same, assumption has not change in two scenarios
    - Academic and Incentive Funding – money from the revenue stream that go directly back

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out to the units.
    - PVM gets it - Close to 80% comes back to PVM program
    - Differential tuition is a direct flow through to the academic programs
- Mandatory Cost
    - Insurance – Sally Alexander and Risk Mgt manages portfolio
        - We are seeing significantly higher increase of insurance over 50% bump in liability insurance is factored in.
    - Mandatory cost of ERP systems: Contracts have automatic escalators every year
        - IS department has had to take hits for increments going on.
    - Facilities: new building coming online and incremental cost in utilities
        - This stays the same across the board.
- Quality Enhancements – staying the same across the board, Commitments that were made.
    - When you think about recruiting and start up packages
        - New provost – starting salary was higher
        - New Deans
            - All have start up packages
            - President McConnel and Provost Pederson made the decision to split the Dean of Libraries and CIO roles – we needed to build in salaries for those positions.
        - Housing Navigator
            - Debbie Mayer will be starting full time on Monday March 22
                - Debbie will be reaching out to employee councils
                - Developing plans around affordable attainable housing projects on Timberline and hopefully Hughes
                - How will we role these out and what will eligibility look like.
- Total Expenses and Net
    - In some scenarios it looks pretty good $10M and $12M, but not the full story, FY21 was balanced on two streams of one-time money
        - We need to back out of stream money that was a one-time
            - Board reserve deployment for ENG budget of $15M
            - Scubmin Toss – Financing structure
                - Draw on it we are taking on additional debt.
    - Net number is what we have to balance
        - Understand what the ENG budget is that is subject to reduction and this is the percent of reduction we would have to take to balance the budget assuming this is the only resource we had to balance our budget.
            - Scenario 1: know is not likely - 9%
            - Scenario 2: 6%
            - Scenario 3: assuming we did the salary increase for faculty AP and did not receive additional from the state – 9%
            - Scenario 4: Receive money from state and did the faculty and AP increase it would be about 5.5% reduction
                - For planning purposes we are asking all unites to go through and plan for a 3% or 6% across the board reduction to the ENG budget

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        - Positives that we are unsure of
            - $1.9 Trillion package that Bident passed
                - $50M - $25M will be direct aid to students
            - Trump signed into law the Higher Education Emergency Relief Funds II (HEERF II)
                - $19M that we know is available to us.
            - Total of the two: $44M available to us but we do not know the fine print
                - Revenue replacement is allowable but don't know they are looking at it
                - Feeling confident about being able to solve some of this money so we do not need to draw on it and look at reductions at this level
                - Money back into board reserves - $15M
                - Could allow for the board to give us some more funds for FY22 to balance the budget so we don't have to look at reductions at this level.

- Questions:
    - Meg: 2.5% SC raise is still not firm until the long bill is passed at the state, but it sounds like CSU is banking on this going through. What would be the determining factor to allow AP and Faculty to receive increase?
    - Answer:
        - If we don't get additional state funding and we choose to do this increase that means we have to reduce the budget by 9%
            - Not unlike conversation in 2008, 2009, 2019
                - Choose between salary increase and cutting positions
                - Don't know if we have a choice
                - 6% level will still see some level of reductions
                - If we need to bump up to 9% will see more.
        - If we don't get that state funds, $11M, do we want to use it for salary increase or to support budget reductions?
            - Would we rather go through salary increases and have a higher number of layoffs or do we keep salaries where they are and keep jobs?
                - Could raise tuitions, but this could be a challenge.
    - Meg: Some folks are feeling with the early retirement incentive, from the last year, that we're seeing a lot of open positions or that we're already short staff and people are taking on more jobs and responsibilities, jobs never get filled and goes away. We are at a crossroad, already short staffed and/or feel that way and should be making more money to support the university. When considering what jobs would be kept or filled are those faculty and administrator roles or other folks specifically looking at state classified employees?
    - Answer:
        - Not sure what this looks like at the moment because folks are already going through their own motions of budget reductions
            - Worksheets are due back to budget office March 19th and at that point will take a look at where we are at.
    - Leah: When do you expect to learn more about the different packages?
    - Answer:

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        - HEERF II – middle of March supposed to have more guidance and have not (Trump admin package)
            - Know that this money will come though
        - HEERF III – might be pushed back since HEERF II has not been announced (Biden admin package.)
            - We did notice that a lot of guidance can out over several weeks so waiting for that information before staring to plan on how to deploy those funds
                - Don't want to put units through an exercise only to do it again.
    - Leah: Is there any budget analysis done around cost and energy savings with so many staff working from home? Have we had any savings?
    - Answer:
        - We don't lease any space, own it all
        - Utilities: in an account that is exempt – not available for anyone to use. If there are any resources at the end of the year that are available, it will go into fund balance at the end of the year.
            - Not money that will be available to fund other things.
            - Sill not through winter and we won't know where utilizes are going to end up until we get to the end of the year.
    - Leah: In person meetings? A lot of rental going on for group meetings – this doesn't come from top down more from the units?
    - Answer:
        - Utilizing University space
        - Lory Student Center is not generating money on revenue – rental spaces
            - While some budgets are saving there are also unit s that are not.
    - Abby: When you talked about faculty and staff compensation, that's built in raises for faculty is that correct?
    - Answer:
        - It is a raise, but faculty have a track that they are on for tenure – assistant professor for a number of years (6) and then after that they have to go up for assessment to move to associate professor, to move to full professor the same assessment is made – similar to the idea of if you don't move up you're out.
            - If a faculty member is not promoted – indication is that they are not going to be seen as a long term investment to the institution.
            - Money is sitting in there for promotional opportunities
                - Small group that are working on tenure track.
        - If they achieved tenure there are state statutes that do not allow us to eliminate their positions, but in earning phases that is a different story.
    - Jim: If CSU receives state and federal funding where would the budget sit? Would there still be budget cuts?
    - Answer:
        - Federal funding would be a one-time – only comes in and addresses one time situation.
            - If we get federal funding and provide raises we are at a negative $17.3M
                - That would be budget reductions of $5.4M.
                - If we are able to use federal funding to address one time situations so we don't have to draw on bard reserves of $15M,

this might allow board to backfill us by $15M
        - This is a bridge and we would need enrollment to cover that $15M.
            - Does not fix base funding
            - However, if we do not receive increase in enrollment we might still end up in our current situation.
    - Base pieces that could be favorably impacting – state funding and new students
        - Will also need to see enrollment stay steady. Compared to current year to next
        - The data looks like we should see more students that are here this year, but do not depend on this when we budget
            - If we budget for more enrollment, and then that doesn't show up we are trying to figure out how to implement budget reductions after fiscal year starts.
- Lourdes: What do we know about Fall 2021- enrollment trends?
- Answer:
    - In Fall admissions start sending periodic reports – applications, then admits we have, 3rd and most telling deposits.
    - FY19 data has been included as well since FY20 has been such an anomaly.
    - Everything we have seen on application and admits have been up 20% of Fall '20.
        - From those perspectives we are doing well, but deposits are behind on where we were last year.
        - We are doing everything we can to bring students back in Fall '21 and offering continued classes online as needed
            - We are still expecting some social distancing – CDC and county talking about 3ft.
                - Doesn't get us back to normal and so this will still be challenging for some for the larger sections.
        - We are still not sure what fall will look like at this time, we are seeing things still opening and we are still seeing a lot of positives happening
            - This is very dependent on the variants – more highly transmissible so we are trying to watch what is going on with that. Trying to get ahead of this through vaccines and inform the messaging for plans in the fall.
- Meg: Last year around this time we were talking about what it would look like to do salary cuts across the board. Is this still being considered?
- Answer:
    - Salary cuts and furloughs have been suggested and President McConnell and Provost Pedersen were not interested in doing this right now.
        - Not excited to do that right now with the pressures of COVID.
            - Not currently on the table, but not totally off either.
- Leah: Are you budgeting in for testing and are you providing vaccinations.
- Answer:
    - If we get vaccines they are coming free and no cost associated with it, and we're not sure if we can have a vaccination clinic on campus – not planning on it at

this time.
        - Lori Lynn is doing everything she can to get vaccines here and not receiving many. Not sure we will be a site for mass vaccinations.
            - UC Health, Walgreens and other pharmacies are where you should be going to get vaccinated.
    - Screening – not sure what this looks like at this point in terms of next year.
        - Not sure if we will have to do quarantine for students
            - Too early to look at what fall will look like
            - Virus is driving decisions
- Leah: Would you expect the state to cover costs of screening?
- Answer:
    - Screening will still be on us. $10M currently being spent on screenings.
        - Spending money on screening, contact tracing and quarantining felt worth it
        - We did look at differences between screening and going virtual
        - HEERF money will be used to cover screening costs.
    - Not included in the budget at all in either FY21 or FY22
- Meg: CSU was exploring private and public partnerships for maintenance on new buildings coming online. Will we continue to see more of this with the budget constraints or is this kind of a was? State Classified fringe is at 40% right now.
- Answer:
    - We are not going to be ale to go forward and build like we have in the last decade
        - There has been a significant investment into campus over the last 15 years – over a billion and a half.
            - Not going to be able to do this and rely on general fund or students.
    - Excited that the request we have in for Shepardson looks brighter that it did 6 weeks ago.
    - We cannot eliminate positions and outsource them
        - To the extent that positions exist we will not outsource positions or eliminate them where the positions exist.
        - As we have buildings coming online where we don't have existing positions we might have public/private partnerships specifically with donor resources.
            - This will probably not happen on main campus – doesn't makes sense.
- Meg: Auxiliary services took a substantial hit last year. With those types of impacts will that delay any of the building goals? Housing and Dinning and Parking.
- Answer:
    - House and Dinning is on hold until we know more and see greater enrollment come back.
        - FY21 Housing and Dinning was hit the hardest across the institution $12M in reimbursement.
    - HEERF I – came in at a little over $17M a little over half went to students and the rest to Housing and Dinning.
        - $8M given to address the refund – still not made whole.

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            - HEERF II and II will hopefully do better to provide resources back to them to help with the revenue they lost last year and allow systems to back off the amount of contributions and be available for FY22.
    - Meg: If there are continued updates we will continue to connect about what the next best steps are for CPC?
    - Answer:
        - Can come back in and share a shorter presentation or give an update
            - Can keep dialogue open and figure out the next steps for CPC
- If you are a processor and need time to think of any questions after the fact Meg has a meeting with Lynn Johnson on Monday (March 22nd) and can connect at that point about questions and answer those as needed.
    - Feel free to reach out to Meg so that they can bring questions to Lynn and answer those as needed.

CPC Announcements and Updates

CPC Membership Election

- Membership elections will be happening virtually, they are broke into two segments.
    - Meg is coming back for a 1 year term.
    - Broken into 3 year term and 1 year term.
        - 3 year terms: One new member joining us from facilities, everyone else is a returning member.
            - Propose to vote for everyone – Term will begin July 1st 2021.
                - Stacey moves to approve all folks in the 3 year term, Adrian seconds. Votes for 3 year term approved by silence.
                - Congrats to 5 returning members: Nancy Cowley, Brian James, Anselma Lopez, Adrian McDonald and Lourdes Zavala.
                - Welcome Brandon Fuller to CPC – July 1st full term member
        - 1 year term Meg Skeehan: Jim moves to approve and Nancy seconds
            - Meg will remain as an ex-officio and continue to assist.
- CPC Executive Committee Elections
    - There were no nominations for treasurer that came in
        - You can nominate yourself on the floor if you are interested and will be a CPC member again starting on July 1st.
            - Meg self-nominated to run for treasurer position, no on else self-nominated.
                - Meg provided some information about themselves and some information about why they should be in this role
    - Unique situation and would normally have election and written ballots instead will be using Google Form with instantaneous results. One individual position at a time
        - Meg will screen share after all results are received for each positions – members only.
    - Chair: Adrian McDonald – Chair of Classified Personnel Council FY 2022 starting July 1st 2021
        - Meg and Adrian will meet separately in the next week or two to begin transition.

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- Vice Chair: Jim Abraham and Nancy Cowley
    - Jim Abraham – Vice Chair of Classified Personnel Council FY 2022 Starting July 1st 2021.
        - Virtual handshake was made prior to vote
        - Nancy thanked CPC for opportunity to run prior to vote
        - Jim thanked CPC prior to the vote for the privilege of being Vice Chair during this last year. First joined because want to have a voice and make a difference. Has learned a lot working with Meg which will help move CPC forward. Would like to try and push shared governance and create more opportunities for CPC members to serve on University committees. Jim hopes he has earned your vote.
- Secretary: Alisha Zmuda – Secretary of Classified Personnel Council FY 2022 starting July 1st 2021.
- Treasurer: Meg Skeehan – Treasurer of Classified Personnel Council FY 2022 starting July 1st 2021.
    - Nancy Cowley self-nominated prior to vote. Nancy manages multi-million-dollar budget at the LSC and would be willing to learn what it takes to be treasurer of CPC.

Positive Action Award Vote:

- Residential Dinning Services
    - Residential Dining did not lay off any state classified staff
    - They also had to change a lot of their operations
- LSC Custodial Staff
    - Group of State Classified Employees
    - Has been working daily through the pandemic to keep the LSC open, functioning and clean.
    - Lory Student Center is hemorrhaging money and continue to make the LSDC work
- Positive Action Award: Do not have to choose just one, can have both – Folks who receive this award receive a plaque and recognition
    - Both Residential Dinning Services and LSC Custodial Staff will receive the Positive Action Award.
        - The Recognition Committee will work on what honoring these groups looks like
            - Testament to what State Classified Employee's do on campus.
            - These are large groups, and we will think about some other possible things to do for these groups.

We will revisit the vote on CPC constitution in April: add to Legislative Committee description "act as liaison to COWINS to represent CSU employees in the collective Bargaining process"

- Change/ hold depending on the discussion with COWINS
    - If COWINS won't work with us, contact our legislators
    - We are going to connect more on this
- We will be having some time after CPC meeting to chat more about COWINS presentation

Upcoming CST Framework and Hughes Land Development Presentations

- Have something on calendar for next week
    - Hughes Land Redevelopment 23rd 12PM – 1PM
    - CST Framework 26th 1PM – 2:30PM
- More information about both of these events was sent out
    - These are not necessary, you ware not required to be there. Can submit questions

ahead of time.
    - Survey was sent out about CST framework

Financial Update – Adrian

- Breakfast at Mugs has not come through yet. There have not been any new charges on our account since last month
    - Meg is still waiting on Mugs to send the bill to pay with the tip $126.74
- Asset Library – working on laptops to come back in stock.

HR Update – Robyn

- Performance period for State Classified reviews begins April 1st and runs through March 31st. We are coming to an end. This is coming to a close HR has messaged out to all various campus and field HR units about protocols and there is system in place to collect feedback from
    - Performance Management Resources: https://hr.colostate.edu/hr-community-and-supervisors/training-and-professional-development/employee-solutions-training/
- Meg: If you are new to the State Classified performance evaluations process or know someone who is new there are a lot of great resources. Leah with communications will there be any messaging going out about the evaluation process?
    - Leah: Last CSU life issue did have this in it.

CPC Committee Reports:

Communications – Leah Bosch

- Another Communicator scheduled closer to end of May.
    - If you have stuff let us know and we can always post on Facebook

Employee Recognition – Anselma Lopez

- Positive Action Awards
- Selected Outstanding Achievement Awards winner
    - Will be announced with celebrate CSU awards – Source take over. You will see that when those come out April 8th.
- Continue to receive nominations for Everyday Hero and recognizing folks for the work that they do.
    - Positive Action award nominees not chosen moved to Everyday Hero or Day in the Life.

Legislative – Adrian McDonald

- COWINS – conversation last week. We will discuss after this meeting.
    - Most people would say it did not go well.
    - Disappointed with the whole tone of the meeting.
    - In Chair and Vice Chair of Committee meeting we talked about how we would like to have seen a presentation about how COWINS works and what they could actually do for us and instead came away with not learning as much as we would have liked.
    - Looking forward to hearing thoughts after this meeting.
- Moving forward
    - Legislative committee will connect and figure out how we want to connect with them.

Employee Engagement and Experience

- Started talking about doing a wellness and mindfulness resources fair. Depend on where the campus and community is at around May into June.
    - We're going to tap different offices on campus and connecting folks on resources
- Also waiting to see what happens about coming back to campus and what that looks like and having gatherings

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    - Awards, recognitions, fair virtual or in person
    - June might be a less formal meeting
- Recognition lunch?

Executive – Meg Skeehan

- Doing some forward planning. Working on getting Adrian onboard as Chair.
- Connect with RamTech about computers so we can move asset library forward
- April meeting Presidents council on Culture, try to get PERA to May meeting and good chance about having Lynn come back to talk about budget reality.

Meeting Adjourned

Thank you!

If you can, please stay around after we finish the CPC business to participate in the debrief about the COWINS meeting from March 11.

Dates to Remember:

- March 23 - Hughes Land Development Q&A session
- March 26 - Courageous Strategic Transformation Framework presentation and feedback
- April 10 – Spring break begins, April 19 classes resume, all virtual
- April 18 – President's Council on Culture at CPC Monthly Meeting

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CPC Chair Report for April 2021

CLASSIFIED PERSONNEL COUNCIL
COLORADO STATE UNIVERSITY

A common feeling of exhaustion seems to be all over campus right now. In every meeting I attend, folks are digging deep to do the necessary day to day and also move forward the meaningful work that takes time to implement. Beyond work, we are all feeling the exhaustion from the 13+ months of a global pandemic, though there seems to be sun shining through the clouds finally with the widespread rollout of the vaccine initiative. We are not out of the woods yet, but I am looking forward to exploring new ways of existing and hugging people again!

Thank you, everyone, for doing so much. I know we have had a bit of turnover with folks leaving CPC for non-university roles this year, and people continue to step up and offer their energy. I am so grateful. Please, take care of yourselves, your family, pets, plants, whatever it is that you need to do to find center through all of this. Let me know how I can support you, however that may be.

– Meg Skeehan, CPC Chair for FY21.

Where has Meg been?

Meetings and activity:

- March 16 – Pronouns Statement Presentation Prep
- March 17 – VPD CST Framework Discussion
- March 17 - CPC Committees Meeting – Chairs and Vice-Chairs
- March 19 – APC/CPC/FC Chairs and Vice Chairs
- March 22 – CPC/APC w/ Nik Olsen and Lynn Johnson
    - New executive committee – start getting Adrian into conversations in April
    - Joyce sent a note to facilities and other operations folks post snowstorm thanking them for their help getting the campus cleared of snow
    - Hughes Land Redevelopment – system office driven, unsure of if there will be a broader push
    - Debbie Meyer is back on as the housing navigator – system office covering the first 2 years
        - Focused on Fort Collins and putting together housing programs for Timberline and Hughes. What units are needed; how will we prioritize who gets into those units. Other metrics for first right of refusal, sell back to CSU employees
        - Work space in VPUO currently, may shift
    - Teleworking policy
        - Closing the loop with Aaron Fodge on the current policy and where it is going

    - Snow day – overall well received, might be good to check in with supervisors and areas and make sure the list of essential employees is updated
    - Thank you banners coming – for taking COVID seriously
-
- March 23 – Executive Leadership Team – present pronoun statement
- March 26 – APC/CPC Courageous Strategic Transformation Framework Feedback Session
- March 31 – Council of Deans – present pronoun statement
- April 2 – Workforce Support – COVID Recovery
    - Follow up with Ann ie: survey summary and sharing out with campus
        - New survey, Laura Jensen – Robyn will reach out, we would like to do another one to feel out the feelings of the Fall
            - COVID Recovery Workforce group things it would be beneficial to conduct another survey to look for overlap and lingering issues/concerns, and to also help shape employee support over the next months as we prepare for the fall semester
    - Expiring leave caps
        - There is an emergency order by the state to extend AL for SC employees but it must be due to a COVID-19 related reason (couldn't take leave due to work required)
        - Robyn is going to verify the caps for AP and SC
        - Do a campaign through benefits about the leave caps, part of that will include a mention about the leave bank donation option for SC employees
    - Budget and raises
        - Right now 3% is the proposed raise for SC employees in the long bill.
        - There may not be a raise for AP and faculty
        - There is still a lot at play, including a tuition increase and looming budget cuts
            - There are discussions about cuts and how those can be done strategically
            - "what would hurt the least"
        - Reviewing our recommendations from December about how to navigate budget issues and pay
            - Early retirement incentive may carry over, but the amount would be less. Use as a tool to prevent any layoffs
            - Concern about early retirements compounded by pay and/or budget cuts
            - Start, Stop, Continue exercise on workload, budget and spending. This is provided through Talent Development to schedule a session to work through this exercise
- April 5 – CPC Chair Transition w/ Adrian
- April 8 – CPC Executive Committee Meeting

    - Discussion on next steps for guest speakers, shifting June meeting to awards and recognition, transition of leadership, and planning retreat.
- April 9 – Housing Navigator discussion with FC/APC/CPC chairs
    - Overview of housing navigator history
    - End of 2020 – creating affordable housing program – Timberline land development planning
        - 50% affordable housing will be set aside for staff and students of CSU. 60 units designated. 1,2 and 3 bedroom – available sooner than later, prioritize the distribution of the units
            - 80% area median income – set by CO housing authority (could set additional criteria that goes down to 70%)
            - Emergency/temporary housing need
            - Children, veterans… a lot of different items that can be accounted for
            - Create pools for preferences, limited capacity, address higher need
            - Does not look at debt obligations, only at income
        - Creating a criteria and eligibility for this
    - Low to moderate incomes… how do we set this?
    - Laura Jensen for a housing assessment/survey, Aug 1 is the current timeline
    - Councils involved in exploring the issues around housing, and target for impact
    - Rental assistance
    - What are we trying to solve?
        - Affordability
        - Recruitment
        - Retention – turn over and training costs a lot of money
        - Productivity
        - Morale
        - Revitalization (surrounding community) – less CSU/Fort Collins issue
        - Community partners and relationships
    - Create a housing task force!
        - Benefit
        - Member representation from councils
        - Eventually a finance/business person
        - Draft mission/vision
    - How will the teleworking policy impact housing needs in for faculty/staff?
    - Housemate pairing for folks under the 70% AMI benchmark
- April 12 – CPC Recognition Committee
    - Transition of duties with Anselma Lopez leaving CSU and CPC
    - Nancy will be the chair moving forward
    - Assessed next steps for the year
- April 12 – CoSFP
    - Discussion of chair for the next year starting July 1

- April 12 – CPC Legislative Committee
- April 14 – HR Community Updates
- April 14 – Assessment Group for Diversity Issues
    - Final review of the climate survey to come out in the fall
- April 19 – CPC Chair Transition w/ Adrian
- April 20 – HR/Robyn Fergus with CPC Chair/Vice-chair
    - COWINS – CPC reestablish the relationship with them. COWINS is starting the university orientation sessions
        - Orientation session information: high level – benefits of joining COWINS. DPA has been asked to provide a script
            - Marsha and Robyn met with Vinu and Nicholas Vaas about the sessions. Asked them how to set the stage since Marsha needs to be in the room as it is virtual and is muted and camera off. When in person, they will ask the university to ask the room that isn't SC
            - Robyn shared that unions have never had a session for orientations at other companies, but it was something that the state agreed to in the statutory language in the bill – it can't be at the end of the orientation
            - There is supposed to be a partnership per the language of the senate bill, good faith practice is being a partner – offering opportunity and space to the union, if it doesn't interrupt the work that needs to be done.
            - Does CSU know who is in COWINS – yes, COWINS must contact HR to collect dues. 16-18 paid members 2-3 months ago. Individual signs up with COWINS directly, then COWINS contacts CSU HR. When you sing up, you commit to a year of dues, employees can't stop the pay in unless they go to COWINS directly and get permission. COWINS might consider a hardship case, but the decision is locked in for the year.
            - CBA is being drafted at the state level, when the negotiations are complete, then they will be ratified (sometime in the fall) – once the master agreement is completed then side agreements will be worked out. Not sure at this point if CSU will write its own, or if all higher ed institutions are going to work on one together – this will depend on the master agreement.
            - Designating the positions (covered/non-covered) and sending letters. Other agencies have already sent them, state level has drafted the letters to let employees know if they are covered or non-covered. There were multiple versions of the letters, corrections were made, COWINS are contesting 4,000 position designations, not sure if they have gotten to higher ed positions or not. Non covered positions will be invited to a training session about working in a union positive environment – May and June.

DPA will host, but they will be hosted in bridge so that CSU employees can sign up and complete. Hoping to get the letters out end of the week/early next week, then an invite to training will be coming. Confidential, managerial, and executive are the three classifications of non-covered employees.

  - PERA increases coming for SC employees in July - .5%
  - Health benefits – open enrollment is open right now. Passive, but be sure to check if your subsidy or FLEX spending for getting on and making sure you are signed up again
    - No increases for employees
  - Robyn will be able to join at 2:30 pm, might have new information post DPA information
- April 21 – Commission on Diversity and Inclusion
  - Planning for next steps and work over the summer

<u>Coming soon</u>:

- April 22 – Employee Engagement and Experience CPC Committee
- April 23 – CPC Legislative w/ COWINS
- April 23 – CPC Regular Monthly Meeting
- April 26 – APC/CPC/FC follow up with Jenelle Beavers
- May 3 – CPC Communications Committee
- May 5 – CPC Committee Chair/Vice-Chair Meeting
- May 5 – Trans and non-Binary Support
- May 7 – COVID Recovery – Workforce Support
- May 10 – CPC Recognition Committee
- May 10 – CoSFP
- May 11 – CPC/APC w/ Nik Olsen and Lynn Johnson
- May 12 – APC/CPC Chairs/Vice Chairs
- May 12 – Assessment Group for Diversity Issues
- May 12 – Commission on Diversity and Inclusion
- May 13 – CPC Executive Committee
- May 17 – CPC w/ Robyn Fergus
- May 17 - CPC Committee Chair/Vice-Chair Meeting
- May 20 – CPC Monthly Meeting

<u>Reminders / Resources</u>:

  - Childcare guidance email and information sent to supervisors https://hr.colostate.edu/covid-19-human-resources-faqs/child-and-dependent-care-guidance-for-supervisors/

Any questions? Let me know! – thanks ☺ – Meg

970-402-4663
Meg.skeehan@colostate.edu or cpc_chair@colostate.edu

STATE CLASSIFIED OPEN ENROLLMENT

April 13 – May 4

Passive enrollment

- Current benefits rollover to FY21-22 if no changes are made
- FSA requires re-enrollment

No increase in premiums for employees

- CSU/State contribution is increasing
- LTD premiums decreasing by 16%

LTD eligibility expanded to include those who work a minimum of 12 or more hours per week

Paladina Health changing their name to Everside Health

- Low-cost, direct primary care available to Cigna members

Medical supplement application period: April 13 – May 14

STATE CLASSIFIED OPEN ENROLLMENT

Resources

Virtual Benefits Fair

- April 21 & 22
- https://hr.colostate.edu/current-employees/benefits/sc/

State of Colorado Employee Meetings

- April 14: 7 to 8 am
- April 21: 6 to 7 pm
- April 28: Noon to 1 pm
- Registration links sent via email

HR Virtual Help Sessions

- 15-minute appointments
- Each Wednesday & Thursday from 11 am – 1 pm (MDT) throughout open enrollment
- Also Monday, May 3 & Tuesday, May 4

PROSPECTIVE REPRESENTATIVE FORM

CLASSIFIED PERSONNEL COUNCIL
Colorado State University

CLASSIFIED PERSONNEL COUNCIL
COLORADO STATE UNIVERSITY

Emily Claffey	Housing and Dining Services	970-775-3364
NAME OF EMPLOYEE	**DEPARTMENT**	**PHONE**

I would like to join the Classified Personnel Council (CPC). I am a certified State Classified employee, working half-time or more, who has been employed by Colorado State University (CSU) since June 1, 2019 or earlier, and I am not a CSU Governing Board or System Office employee.

I understand that if I should be elected to serve on the CPC, I will be required to attend CPC meetings held the second Thursday of the month from 1 to 3 pm; I will be required to serve on both CPC and University committees; the term of service for CPC Representatives is three (3) years beginning July 1, 2019; and serving on the CPC may require 5 to 8 hours of my time per month during normal business hours (8:00 am – 5:00 pm). I am willing and able to meet the requirements expected of a CPC Representative.

Emily Claffey	3/29/2021
EMPLOYEE SIGNATURE	**DATE**

Wendy True	Nick Sweeton
NAME OF SUPERVISOR	**NAME OF DEPT. HEAD**

I am aware that should the above named employee be elected to serve on the Classified Personnel Council (CPC), the employee is required to serve a three (3) year term beginning July 1, 2019; attend monthly CPC meetings held the second Thursday of the month from 1 to 3 pm; serve on both CPC and University committees; and be permitted to use 5 to 8 hours of administrative leave per month during normal business hours (8:00 am – 5:00 pm). After considering these requirements, I authorize the above named employee to join the CPC.

Wendy True	3/29/21
IMMEDIATE SUPERVISOR SIGNATURE	**DATE**
	3-29-21
DEPARTMENT HEAD SIGNATURE	**DATE**

Erika Borges and CPC Members,

I am interested in joining the certified personnel council because I am passionate about bettering CSU for State Classified employees. My work experience began in retail at Best Buy and after being the #1 sales consultant in the company, I moved into the HR realm. I currently work in Housing and Dining Services Human Resources as an Employment Coordinator. I have enjoyed my time greatly at CSU for the last three years and am excited for the possibility of becoming a member of this council!

Thanks,

Emily Claffey

PROSPECTIVE REPRESENTATIVE FORM
CLASSIFIED PERSONNEL COUNCIL
Colorado State University

CLASSIFIED PERSONNEL COUNCIL
COLORADO STATE UNIVERSITY

Amy Bruning	Human Resources	970-491-4976
NAME OF EMPLOYEE	**DEPARTMENT**	**PHONE**

I would like to join the Classified Personnel Council (CPC). I am a certified State Classified employee, working half-time or more, who has been employed by Colorado State University (CSU) since June 1, 2020 or earlier, and I am not a CSU Governing Board or System Office employee.

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Amy Bruning	04/23/21
EMPLOYEE SIGNATURE	**DATE**

Melissa Morgan	Robyn Fergus
NAME OF SUPERVISOR	**NAME OF DEPT. HEAD**

I am aware that should the above named employee be elected to serve on the Classified Personnel Council (CPC), the employee is required to serve a three (3) year term beginning July 1, 2021; attend monthly CPC meetings, typically held the second Thursday of the month from 1 to 3 pm; serve on both CPC and University committees; and be permitted to use 5 to 8 hours of administrative leave per month during normal business hours (8:00 am – 5:00 pm). After considering these requirements, I authorize the above named employee to join the CPC.

	4/23/21
IMMEDIATE SUPERVISOR SIGNATURE	**DATE**

Robyn Fergus	4/22/2021
DEPARTMENT HEAD SIGNATURE	**DATE**

Meg Skeehan
Chair
Classified Personnel Council
Colorado State University

April 23, 2021

RE: Classified Personnel Council Representative

Dear Meg and CPC Members,

I am writing to express my interest in serving as a Classified Personnel Council representative. I grew up in Fort Collins and have worked at CSU as a records specialist in human resources since 2017. I assist over 200 human resource partners across campus and process personnel actions for faculty and staff members.

My background is in human resources, accounting, and office administration. I have a B.A. in political science and a M.P.S. in human resource management. As a State Classified employee who works within human resources, I believe CPC is an important partner and valuable advocate for employees across campus.

As a person who is interested in employee development, advocacy, and issues that impact the University as a whole, I hope to serve as representative for the betterment of the State Classified community. I enjoy working with others in a collaborative environment that promotes opportunity and wellbeing.

Thank you for your consideration.

Sincerely,

Amy Bruning

Amy Bruning
Records Specialist
CSU Human Resources

Housing Navigator Presentation w/ Debbie Mayer: April 14, 2021

Affordable Housing Program for Faculty and Staff

- Recording will be shared and information will be provided in CPC meeting!

Introduction

- Debbie was with CSU for a 9 month appointment and is back as the Housing Navigator for CSU to address affordable housing for CSU employees
    - Initial role partnered with Neighbor to neighbor and see what needs were and bringing existing resources
        - This was taken over by the University Operations, previously under Off Campus Life
    - As of a few weeks ago – new position
        - Affordable housing for Staff and Faculty
        - Opportunity to provide feedback and look at where we started and where we need to go as well as looking at other universities
        - Look at core housing needs through a survey and from there figure out where we need to go
            - Survey is hopefully going out by May
            - Short notice but hoping we can get a lot of information.

Presentation

- Affordable Housing Program
    - Draft Vision: that all CSU faculty and staff have access to safe, good quality homes they can afford and be within a reasonable commute to their jobs.
    - Mission and Goals
        - 1. Better understand core housing needs of faculty and staff
            - Really understand what is needed and how we need to move forward
        - 2. Development of housing units affordable to low-moderate income faculty and staff
            - Timberline: 180 units 60 have been set aside for faculty and staff, housing sizes have already been determined
            - 1,2,3 bedroom options
            - Rent rate is set at 80% of median income. Rent will not exceed that. Working through rental criteria and the priorities and preferences for the units.
                - Really assessed what type of units are needed for future projects
            - Creating a housing taskforce and would like a representative from each council to be on that.
        - 3. Create and implement initiatives that help alleviate housing challenges
            - This goes back to the survey, what are the challenges and what will make the greatest impact.

        - 4. Providing housing assistance, information, education, and resources to CSU faculty and staff to ensure they have a connection to the CSU campus and Fort Collins communities
            - Currently website exists with off campus life, but this will move over to Debbie and be updated. A new website will be created for this initiative
        - 5. Improve housing stability and economic health
- Housing Strategies
    - Possible housing strategies
        - Affordable/attainable housing developlement
            - Timberline project or anything similar to the idea around Hughes and developing affordable complex
                - Hughes is currently pending
                - Supply bucket = creating new housing and new opportunities
        - Education and Counseling Services
            - There are some universities that have home buyer clubs
                - CSU considered this a little bit, credits and bringing folks in
                - Credit counseling
                - Pre-purchase counseling
                - Budget
            - What services need to be provided that can't be achieved through a website, credit counseling, budget, seminars?
        - Rental Assistance
            -] Cares Act money on Rental assistance, Neighbor2Neighbor ahs been the main steward for this, this will eventually scale back; emergency hardship loan fund is a possibility, but what other needs and potential options are there?
                - This will eventually settle and we need to see where this is going to land and what we can do as an institution to see how we can help.
                    - Need to investigate what the need is
                        - First months rent, security deposite
        - Down Payment Assistance Programs
            - Already currently exist in Larimer county and Colorado Financing Authority etc.
                - Really looking into what the University can be doing to bolster these
                    - Survey would be telling to see what the gap is and where people are with the income and what it takes to get into the housing market.
        - Information, Resources and referrals
            - Website, providing information and resources
                - 1:1 housing counseling, where does this benefit, and provide more stuff on the website.
                    - Debbie redefining role

- University Objectives
    - What is the benefit and the objective of the university to pursue this
        - Possible objectives/benefits
            - Recruitment – attract quality employees
                - Faculty and staff
            - Retention/stable workforce – decrease turnover and increase morale and productivity
                - This is where we currently are with Timberline
            - Revitalization – invest in the community around campus
                - Less pertinent to CSU, but still an important component to consider.
            - Relationships/community partner
                - 60 units just for CSU while 120 are just for community
                - Addressing employee needs and then creating options for the community.
        - Its important to diversify to meet the needs of most
- We are really hoping to dial into what is needed, redefining what is happening, and defining the role of housing navigator to find out where Debbie can help the best.
- Debbies Contact Info:
    - Phone: 970-491-0302
    - Email: Deborah.Mayer@colostate.edu
    - Website (will eventually change): http://ocl.colostate/edu/faculty-and-staff

Questions and Comments

- Meg: with the Hughes development currently on pause with the current Fort Collins vote do you think CSU will continue to partner with the community to create more housing
- Answer
    - Definitely think there will be some more community engagements.
    - May – board of governors meet and a decision will hopefully be made in may
        - City was excited and would like to continue mission and vision – not sure what that looks like
            - Affordable land that is the size like Hughes was to provide that same information
- Meg: What is the median income rate for Larimer county and what would 80% look like?
- Answer:
    - Depends on household size
        - Maximum rent: 80% AMI 2020 rent fixed for a 1 bedroom is about $1400 according to CHAFFA
            - Anyone who has low income tax funding can't charge above these max rents
        - Someone making 80% medium income makes $53,760
            - Rent would not go up, rent stays the same.

            - Have not determined if someone above this income could move into that unit
- Timberline:
    - Trying to determine what the preferences are is a project
        - Do we preference based on lower income first or longevity with the university, have minors in the household/children
            - Debbie is try to look at all the possibilities of creating priority pools to pull from to fill the unit
                - Could be a time frame that an individual could stay in unit, or if they leave, or if they retire.
    - Planned distribution of units is fairly set, 40/50/10
        - Two bedrooms are higher demand
- Julia: When will the survey be coming out
- Answer:
    - Hopefully the survey will come out in May but it will not happen, based on when creation occurs
        - Would like to be as soon as possible
- Julia: Summer time frame?
- Answer:
    - Heard it was not best to do in summer because we do not always have folks around specifically faculty.
    - If we can't get it done in May but we may have to push back to August
    - Honestly not sure when this might happen.
- Meg: Timberline project is underway, do you have a timeline for that, and the 1,2,3 numbers are set or can they be adjusted?
- Answer;
    - 24 - 1 bedroom
    - 30 - 2 bedroom
    - 10 - 3 bedroom
        - There is some give and take there, but not a ton
        - If we change it might be to add more 2 bedrooms than anything
            - 40, 50, 10 split on those with some discretion
- Meg: Potential that there could be a single individual that is seeking housing but might not qualify for 1 bedroom with 80%. Is there a potential for a house mate pairing program? Off campus life does this right now?
- Answer
    - Off campus life does roommate round up
        - Find individuals who can find units together
    - As long as both individuals were on the lease and employees of the university could make that happen
        - It's a little tricky and might need to redraft the lease to create individual lease agreements
            - Open to considering this.
- Meg: For 2 or 3 bedrooms if their partner is not a CSU employee will that be an issue?

- Answer:
    - If they are a household unit only 1 person has to be CSU employee
- Meg: Will these leases by the project management entity be reviewed by CSU to make sure there are no really problematic things? Have seen two sentence leases, clauses, etc. Folks want to rent but make sure they are not getting screwed over.
- Answer:
    - Absolutely: Rental requirements/criteria already have and Debbie has looked at that and already has a sample lease, but has not looked at that yet.
        - We are definitely playing a part in what the lease looks like.
- Meg: There is an acknowledgement that the this doesn't fix things for our lowest paid employees. Hoping that this survey will support affordable housing needs and hopefully this will inform wages.
- Answer:
    - Yes when Hughes was still on the table we definitely had a conversation about building something for the lowest paid employees
        - Even though Hughes is not necessarily a thing we are still talking about what are some of the creative designs that we could do. Hughes was supposed to be designed and owned by CSU so we can have some of those conversations.
    - Housing Assessment will help to identify programs folks are interested in, it may not be home ownership
        - Renters vs owners – challenging to find rentals that were affordable or even available, but what is the long-term goal… 2-3 years? Or longer to help support first time home buyer program options.
- Adrian: If there is no development at CSU would they take the money they get from the city and buy land elsewhere for a similar project
- Answer:
    - Debbie asked that same question and has not been told – board of governors will decide
        - Big idea 200 apartments and 200 homes – this might not be possible because it was a big idea and might not exist.
        - Hope so!!!
- Meg: We all hope that this will move forward. If you are a renter have you been in the same place for the same time because you've found a great deal or what have other renters seen/feel? If you find something that is affordable how did you find that?
- Answer:
    - There will be questions on housing survey about resource needs and tailor programs to meet needs
- Debbie
    - Some universities have rentals available that you stay in for 2-3 years to get established and set for a shorter amount of time to get into a new spot
    - Another objective: affordable housing for renters 5-7 years in order to create an opportunity for folks to save and become first time home buyers
        - We are trying to figure out what our rentals should look like
- Meg: Demographics you might have – Generational shifts. Buying homes vs. not buying homes. Understanding that as time goes on our work force is going to be younger folks and so those

housing needs will shift over time and immediate help is definitely preferred, but long term is important.
    - What does it look like as our workforce shifts?
- Answer:
    - They do look at this and see that there will be a huge retirement sector of employers that they will fill with younger new hires that can't meet the housing costs of that particular area.
- Julia: Who is putting the survey together? Is it a group of different stakeholders?
- Answer:
    - No, Debbie has reached out to a lot of different universities with awesome housing models.
    - Survey – Debbie has worked out to some other universities that have done housing assessments so that we can borrow those tools rather than recreating the tool.
        - Working with IR (Laura Jensen), might have to go through IRSS for surveys (which is expensive)
        - Really hoping to use other tools that have helped develop housing programs at other universities
        - Stakeholders for this survey – this has been mostly on Debbie. Lynn has suggested to Debbie to send survey draft to councils, HR, IR, Brett Anderson, Lynn Johnson, showing the questions and talking about the objectives to get feedback
- Meg: Stakeholders come into play with housing task force. Want to keep it really small. Members from the council and HR.
- Answer:
    - Survey questions and objectives – Debbie's Job
    - Task force (core stakeholders)
        - 1 person from all councils
        - Emma Chavez
        - Off campus life (possibly)

Session has been recorded and we will combine notes and get this out.

- If you have further thoughts or questions connect with Meg or Debbie
- Besides providing a person to be on housing task force how else can we help
    - Provide insight about more resources
    - Input on website building
    - Counseling and Debbie's services on a 1:1 capacity
        - What does this look like for Debbie and is that the most effective use of her time.
    - Creative ideas on how to build from here.