

Classified Personnel Council Meeting
Thursday June 17, 2021 1:00pm – 3:00pm
FY21 Regular Monthly Meeting
Microsoft Teams



**CLASSIFIED
PERSONNEL COUNCIL
COLORADO STATE UNIVERSITY**

Attendance:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Jim Abraham, Environmental Health Service | <input type="checkbox"/> Brian James, CSU PD |
| <input checked="" type="checkbox"/> Stacey Baumgarn, Facilities Management | <input type="checkbox"/> Chuck Johnson, Facilities Management |
| <input checked="" type="checkbox"/> Kristin Berthold, Chemistry | <input checked="" type="checkbox"/> Valerie Lewis, Health Network |
| <input checked="" type="checkbox"/> Leah Bosch, CVMBS | <input type="checkbox"/> Amber Lobato, Health Network |
| <input type="checkbox"/> Jeff Cornelius, Housing and Dining Serv. | |
| <input checked="" type="checkbox"/> Nancy Cowley, Lory Student Center | <input checked="" type="checkbox"/> Adrian Macdonald, Statistics |
| <input checked="" type="checkbox"/> Emily Farrenkopf, College of Liberal Arts | |
| <input checked="" type="checkbox"/> Brandon Fuller, Housing and Dining Serv. | <input type="checkbox"/> Chuck Richards, CSU Police Department |
| <input type="checkbox"/> Joseph Gallegos, Facilities Management | <input checked="" type="checkbox"/> Kate Sherman, Political Science |
| <input type="checkbox"/> Wayne Hall, ACNS | <input checked="" type="checkbox"/> Meg Skeeahan, Dept of Accounting |
| <input checked="" type="checkbox"/> Abby Hanouw, Registrar's Office | <input checked="" type="checkbox"/> Lourdes Zavala, Access Center |
| <input checked="" type="checkbox"/> Eva Hybiak, Campus Recreation | <input checked="" type="checkbox"/> Alisha Zmuda, Student Disability Center |
| <input checked="" type="checkbox"/> Brian Gilbert, ACNS | |
| <input checked="" type="checkbox"/> Julia Innes, Facilities Management | |

Ex-Officio Members, CPC Volunteers and Guests:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Kelly Hixon | <input type="checkbox"/> Tammy Hunt, Office of Policy & Compliance |
| <input type="checkbox"/> Catherine Douras, APC Chair | <input checked="" type="checkbox"/> Jan Lee Cordova |
| <input type="checkbox"/> Sue Doe, Faculty Council Chair | <input checked="" type="checkbox"/> Kevin Nolan |
| <input checked="" type="checkbox"/> Shannon Boepple, APC Representative | |
| <input type="checkbox"/> Robyn Fergus, Human Resources | |

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

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Call-to-Order

CPC Recognition Presentation

- Want to recognize all the things that folks have been doing.
 - Land Acknowledgement
 - 15 months ago was the start of COVID
 - Recognition of the global pandemic
 - We adapted, changed, and persevered
 - Also want to acknowledge the 600,000 lives lost to COVID
 - 14 virtual CPC monthly meeting
- CPC in the time of Corona
 - 14 virtual CPC monthly meetings
 - Countless other meetings
 - Lesson learned; how everything has always been does not have to be how it always has to be done.
- CPC Recognition
 - Hard work and dedication of State Classified Employees and the CPC council
 - Meg is very honored to have been the Chair for the last 3 years.
 - Thank you to the Executive Team!
 - Adrian, Jim, Alisha, Rachel McKinney and Magdaline Hall
 - Had New Representatives in FY21
 - Kristen Berthold, Brian James, Abby Hanouw, Eva Hybiak, Alisha Zmuda, Lourdes Zavalez.
 - CPC Reps moving on
 - Rachel McKinney, Anselma Lopez, Magdeline Hall, Dustin Pothour, Kirstin Stephens, Chuck Richards
 - All really incredible folks who participated in leadership across campus.
 - Emily Farrenkopf will also be leaving us soon.
 - CPC Reps moving on but still at CSU
 - Leah Bosch, Kathy Dahlin, Brian Gilbert, Joseph Gallegos, Laura Snowwhite.
 - All of you are awesome. Leah and I have been on CPC together since the beginning.
 - Brian thank you for all of your support with emails and just everything.
 - Joseph thank you so much for all of your work and support on CPC.
 - You will be receiving a mug and some other things as well!
- Everyday Heroes
 - We had a record number of folks nominated for Everyday Heroes this year

- 18 everyday hero recognitions
 - Janet Porter-Azure, Lynsey Bosch, Paul Knowles, Simone Listmann, Kayde Low, Keith Abecrombie, Julie Sinkovitz, Charla Waity, Albert Cones, Carina Pfenning, Lina Crawford-Burns, Terry Adams, Mike Shortall, Kristy Millsapps
 - Can go and read more about these folks on the source and why they were nominated
- Educational Assistance Awards
 - This is not a scholarship but a true award that allows State Classified Employees to continue their education
 - This award really makes a difference!
 - Rolling application instead of a hard deadline – allowed up to reward folks
 - Stacey Baumgarn, Sonjia Graham, Lani Williams, Matthew Whitehead, Mike Broadbent, Ellen Audrey, Anselma Lopez, Lori Williams
 - Already have two educational awards submissions for next year. If you are interested please apply. There is a lot of information on our website!
 - If you want to connect with Meg they have also applied for it and would love to connect.
- Day in the Life – published in Source and the CSU Communicator
 - We all know that CSU does not operate without folks on campus
 - Steve McCarthy – Arborist
 - Is working on replanting trees/ planting trees across campus.
 - Alisha Zmuda – Alternative Testing Coordinator, Student Disability Center
 - Works at the Student Disability Center to support students with testing for students with disabilities
 - Sara Istre – Event Program Coordinator, Career Center
 - Made sure that students still had the opportunity to participate in virtual career fair
 - Did a lot more with less, continued to hold career fairs which was not always the case across the country
 - Stephanie Freier- Program Assistant, CSU Extension
 - Working with 4H youth virtually through the CSU extension
 - Thank you for all of your work supporting our Colorado community
 - Dallas Quam, Jeremy Deneke, John Jay, Noah Chrisensen – Dinning Maintenance HDS Facilities
 - These are the guys you want in your back pocket
 - They are in charge of 5 dinning halls
 - They saved HDFS over 20,000 dollars
 - Reduce amount of things sent to the landfill
 - Helped save the university money.
 - Not only do they have an impact at CSU but also of our Earth
 - Facilities Management Space and Mapping Team; Mark Suniga, Mike Shortfall, Terry Adams, Martha Coleman, Kristi Buffington

- They were the ones that set up social distancing classrooms and oversee things coming back into classrooms this fall
 - They oversee mapping doors, toilets, etc.
 - In charge of campus map and keeping things going.
 - Can find all the day in the life articles on CPC website and on Source
- Outstanding Achievement Awards
 - This is a big award and recognizes meritorious and outstanding achievement of state classified employees
 - You get recognition, a plaque
 - Courtney Hensel – Communication and Curriculum Coordination
 - Kathy Krell – Office Manager Lory Student Center Director’s Office
 - Kevin Nolan – Learning Management System Admin ACNS
 - You help lead the campus support group – big thank you to you and all you do
 - Sandy Dailey – Program Assistant II Grad School
 - Really lucky to have Sandy at CSU
 - Jan Lee Cordova – Fiscal Officer College of Business
 - Does a great job and worked closely with Meg and taught a lot about how systems work.
- Positive Action Awards
 - Awards that CPC votes on – CPC votes on who gets this each year. This year we awarded 2 positive action awards this year
 - 1. LSC Custodial Staff
 - They continually make a difference each day for students.
 - The work they have had to do has been magnified since march
 - They have been working to keep LSC clean and safe for employees and for business to operate.
 - LSC really does rest on the shoulders of the LSC custodial staff
 - They are always willing to lend a hand and say hi
 - Really encourage you to say hi to people when you come back to campus – it makes a difference
 - Residential Dining Services
 - Dining services and general housing had to give refunds and completely change the way they did business
 - Dedicated to the nutritional wellbeing of students
 - Keeping up to date on what is in each dish and allergies
 - Dining services was successfully able to serve the campus population
 - Able to ensure diversity to the customer and that they were following the rules
 - Mobile ordering system
 - Eco to go containers
 - Quarantine Pantries – had access to food even when placed in quarantine

- They went above and beyond to make sure they were meeting the needs of their customers.
- Meg would really like to say Thank You to Everyone!
 - CPC kept them motivated and really allowed for a place to put energy
 - Bittersweet moment as we have not been able to see each other.
 - Did not always know what was happening and you provided a lot of grace over the last year
 - When Meg started CPC they were 27 and you have watched them grow up.
 - Congratulations to Adrian – so excited for your move into Chair and be here to support you and watch what you do as CPC chair
- Thank you anyone who has joined us who is not on CPC you are welcome to stay!

CPC Announcements and Updates

- Approval of CPC 5.21.2021 Meeting Minutes
 - Motion to approve from Abby Hanouw and Jim Abraham seconds. Approval by silence.
- Approval of Annual Report
 - Thank you for all your work Chairs and Vice Chairs – was posted in CPC general chat and updated in meeting minutes
 - You all are amazing!
 - Are there any questions or concerns – no
 - Motion to approve from Jim Abraham, second by Brian Gilbert and approval via silence.
- Planning for the next fiscal year – CPC committees, university committees
 - Meg will be moving to Treasurer position and Adrian Macdonald will be moving into chair position.
 - Committees
 - Some of you might still have work continuing through July, but for those who do not have things going on please make sure that you have leadership in place.
 - University Committees
 - Typically have a lull in July
 - If you are meeting, please complete the University Committee report
 - If you are CPC Representatives or will be a CPC representative, please fill out a form as we work to figure out how to move forward with meetings etc.
 - In person or working from home
 - If you could fill out the survey we will appreciate it.
 - https://forms.office.com/Pages/ResponsePage.aspx?id=Aoi1r3r_sUurITZ_8uz8ixxsJ6BsJrxGrgOEK_IZXIBUOUdUNkk3RkICOEtTQ0lUOEI1Q05OSlpRRC4u
 - We will be working on a virtual/hybrid component as well as needed.
- Financial Update – Adrian
 - Finally spent a lot of money!
 - Computer order went through – \$10,000 dollars
 - We will end the year with just under \$5,000 left in our budget which will roll over to next year.

- It only took 9 months but Meg got the computers – asset library will be established with the support of the library and facilities management.
- HR Update – Robyn
 - Robyn is not here to give any HR updates

CPC Committee Reports:

- Communications – Leah Bosch
 - Still looking for things to post on Facebook
 - Eva Hubiak will be contact for Facebook things
 - New communicator went out this morning
 - Communicator looks really good – thank you Kristin!
 - Were able to send out the communicator to all of state classified
- Employee Recognition – Nancy Cowley
 - We will be finishing up everyday hero write ups – going out of Source
 - Positive Action Awards will be sent out soon
 - If you have any Day in the Life nominations or recommendations or want to be highlighted reach out to Julia Innes
 - Nancy helped get blankets out to our Outstanding Achievement awardees.
- Legislative – Adrian MacDonald
 - 3% raises start in July
 - Increase in PERA contributions start next month as well
 - COWINS will be putting out a proposal for step raises
 - Going to try and negotiate with the state.
 - Vinu was on campus today at the LSC
 - Will be trying to do more things like this to recruit members
- Employee Engagement and Experience – Meg Skeeahan/Alisha Zmuda
 - Sent out a survey of interest for a wellness benefits fair that we are planning on having in early August
 - Hoping to have it in person and some virtual
 - Waiting to hear what is approved and allowed.
 - Might be reaching out to folks with volunteering needs in the next year
 - Trying to move forward with all of the unknowns.
 - Big thank you to everyone on the EEE committee – you have been great and have awesome ideas.
- Executive – Meg Skeeahan
 - Please fill out the survey in the chat if you are a CPC rep
 - Retreat – will be allowed to do it, right now, on campus – will be in the Iris and Michael Smith Alumni Center Seminar Rooms
 - August 12th 10am – 3pm

- There will be snacks and lunch
 - Can't bring Cam the Ram inside unless it is a Presidential event
- We will be continuing to plan this and hopefully see all of you in person over the next few months
- We will be working on a hybrid option – not sure how much engagement this will allow for
- Question: Not sure if the Alumni Center has the option for hybrid, but we are hoping to learn more!
- Rachel Barrett – PDQ reviews and position reviews for State Classified employees
 - Prior to the Pandemic we were planning on having Rachel come and talk to CPC
 - Want to have Rachel come in and talk about what is happening with vacancies, early retirement, etc.
- We, Executive Committee, will be meeting in July to continue to plan the retreat
 - If you have any speaker ideas please let us know! You can send those suggestions to Adrian.
- There will not be a July CPC meeting – skipping to allow folks to take time off!

Meeting adjourned – Thank you!

Dates to Remember:

- July 5- University Holiday
- August 12 – CPC Retreat