Call-to-Order

Jeff Sproll – PERA

CPC Announcements and Updates
  - Approval of CPC February and March Meeting Minutes
  - Financial Update – Meg Skeehan
  - Meg and Eva’s last CPC meeting 🎉
  - Employee Appreciation
  - Leave Bank
  - Replacement for Meg
  - Election
  - Positive Action
  - HR Update – Robyn Fergus
  - Colorado WINS Updates

CPC Discussion
  - Courageous Strategic Transformation Follow Up
  - Future Meeting Structure

CPC Committee Reports:
  - Communications – Kristin Berthold
  - Employee Recognition – Nancy Cowley
  - Legislative – Adrian Macdonald
  - Employee Engagement and Experience – Meg Skeehan/ Alisha Zmuda
  - Executive – Adrian Macdonald
Classified Personnel Council Meeting
Thursday March 17, 2022. 1:00 pm – 3:00pm
FY22 Regular Monthly Meeting
Microsoft Teams & LSC 328

Attendance:
☒ Jim Abraham, Environmental Health Service  ☒ Brian James, CSU PD
☒ Stacey Baumgarn, Facilities Management  □ Chuck Johnson, Facilities Management
☒ Kristin Berthold, Chemistry  □ Valerie Lewis, CU School of Medicine at CSU
☐ Amy Bruning, Human Resources  □ Amber Lobato, HDS Facilities
☐ Jeff Cornelius, Housing and Dining Serv.  ☒ Adrian Macdonald, Statistics
☐ Nancy Cowley, Lory Student Center  □ Chuck Richards, CSU Police Department
☐ Brandon Fuller, Housing and Dinning Serv.  □ Kate Stevens, Political Science
☒ Wayne Hall, ACNS  ☒ Meg Skeehan, Dept of Accounting
☐ Abby Davidson, Registrar’s Office  □ Lourdes Zavala, Access Center
☒ Eva Hybiak, WCNR  ☒ Alisha Zmuda, Student Disability Center
☒ Julia Innes, Facilities Management

Ex-Officio Members, CPC Volunteers and Guests:
☒ Kelly Hixon  □ Tammy Hunt, Office of Policy & Compliance
☐ Sarah Olsen, APC Chair  ☒ Sonja Cervantes
☐ Sue Doe, Faculty Council Chair  ☒ Brooke Maker
☐ Christie Mathews, APC Representative  ☒ Codi Delgadillo
☒ Robyn Fergus, APC Representative  ☐ Cameo Banks
☒ Kerry Grohman  ☒ Chelsea Hansen
☒ Janet Porter  ☒ Scott Shrake

Attendance was taken during the meeting via Teams. Please connect in if there are any changes that need to be made.
Meeting Agenda

Call to Order

CPC Announcements and Updates

- Approval of CPC 2.17.2022 Meeting Minutes
- Financial Update – Meg Skeehan
- Recruitment and Elections
- Employee Housing Survey
- HR Update – Robyn Fergus
- Colorado WINS update – Cameo Banks

CPC Committee Reports

- Communications
  - Action Items/Takeaways
- Employee Recognition
  - Action Items/Takeaways
- Legislative
  - Action Items/Takeaways
- Employee Engagement and Experience
  - Action Item/Takeaways
- Executive
  - Action Item/Takeaways

2-3PM Courageous Strategic Transformation – Scott Shrake

- Action Items/Takeaways.
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Call to Order

CPC Announcements and Updates

Approval of CPC 2.17.2022 Meeting Minutes
- Not approving minutes until we gain clarification from Cameo on statements about Facilities Management managers.

Financial Update – Meg Skeehan
- There is a charge for the post cards that we sent out.
- Will be purchasing an OWL for CPC.
- In the past we have done a lunch for CPC meeting members.
  - We might try to do that this spring.
  - Might try to provide food at our awards luncheon which would be at the end of the fiscal year.
- We will also plan our trip to the State House.

Recruitment and Elections
- We sent out postcards and put something in the Communicator to hopefully get applications.
  - Have been trying to get the word out.
  - Have asked for applications to be submitted by the end of this month.
- We do have a few members leaving the council, so we do need to try and get more people to join us.
- Please spread the word if you think you know someone who might be good.
- We will also have officer elections next month.
  - The chair position gets a $6000 dollar stipend
  - Vice Chair gets a $3000 dollar stipend
  - Also have Treasurer and Secretary who make up the Executive Committee.
    - All positions will be up for election next month (April)
  - Adrian will send some information on how to self-nominate.
    - You can always self-nominate from the floor.
    - If you are interested in self-nominating, we need that to happen by the end of the month March 31st.

Question:
- Julia: What happens if no one nominates for a role? Does it sit empty?
- Adrian: We would hopefully find someone to take it over.
- Nancy: They ask one of the members to take it on.
Employee Housing Survey

- Debbie Meyer provided a presentation to the Chairs and Vice Chairs yesterday 3/16.
  - If you were unable to attend yesterday, there will be another session on 3/29 to APC and Faculty Council.

- Presentation talks about the results of the Housing Survey that we were sent back in the end of summer/early fall
  - There is a project on Timberline that we have been hearing about for a few years.
  - Another potential project at Horsetooth and Ziegler
    - This is a replacement of what they were hoping to do at Hughes Stadium, but on a smaller scale.
    - Not sure if there is a demand for rental properties
      - Trying to find out if people would be interested if they put in more employee housing in that location.

Questions:

- **Julia**: Can any State Classified go to that meeting or is it just for CPC, APC, and Faculty Council?
- **Adrian**: Adrian will ask. Faculty council is almost 100 people, and APC is rather large as well. Not sure if they have space for that many people to join.

HR Update – Robyn Fergus

- Adrian sent over a couple of questions to Robyn about the service model at the HR offices.

  **First question**: There was a question about how the different services works for folx who are not inclined to use technology.
  - Located in 555 S. Howes on the second floor.
  - We have 2 – 3 people at the service center.
    - Working on hiring another person for the team. Will hopefully have a 3rd person back on the team Thursdays.
  - Monday – Friday 7:30AM – 4:30PM
    - Always have an in-person presence so walk in traffic is welcome.
    - They are also responsible for answering phones and high email volume.
      - Strive to respond within 24-48 hours.
    - Service hours change a little bit during different parts of the year to support differently.
      - Open enrollment might be a little different due to surge in support.
  - Began to offer virtual appointments during the Pandemic. Now you can schedule virtual appointments.
  - Have a variety of options to work with you
    - Since the pandemic most appointments are virtual.
      - Some of our retires are more likely to come walk in, has not changed significantly.
    - Digital approach seems to be what folx are moving towards.
  - In the summer sometimes those office hours are adapted, but we have not had a conversation about what that looks like for this summer.
• **Second question:** How are nonexempt employees or front-line service employees encouraged to engage in activities on campus?
  o If someone is a food service worker or they are covering a desk we would ask that you partner in advance with your supervisor about attending an event.
    ▪ Is there a flexible arrangement that we can work out for that event?
    ▪ For example: Would like to attend Fit Life making sure you have coverage and can flex the time.

• **Kristin:** Is there consistency across campus as whether someone gets paid to do professional development/seminars or do they have to take off during those times? Is there some consistent messaging around that for supervising?

• **Robyn:** I think that there is some language around this in COWINS agreement around professional development, in particular. It depends on many factors; length of time, nature of the work, does it fit in with the business needs. If you were to say that there is a professional development 2 hours in length and is directly related to the work and there is the opportunity for the university to cover that, prearrange that with your supervisor and make a plan. Not a universal approach very dependent on the work that you do and the department you work in.
  o The answer would be that it depends.
  o Supervisor might say need to do on your own time if it is not related to the job.
    ▪ If there is a seminar or conference directly relating to your role in the University that would help you grow, whenever possible we would expect supervisors to support those activities within reason.
  o Can’t say it is equal across the University because it is dependent on those different factors.

• **Third Question:** CPC had Joe Parker come to our meeting a couple months ago, and there was an ask from CPC about the hiring process for Athletics. Athletics can hire a coach within 3 days, but it takes State Classified position weeks to months to get hired. Joe’s response was this is how it works in athletics, does not determine this. We understood this, but what concerned us most is there seemed to be some character issues with the last coach, and we were wondering how they can look into that on such short notice.
  o **Julia:** Curious about the timeline, wondering how they figure in diversity and ensure that it is equitable when they are hiring someone in 3 days. Seems like it is hard to do that on a longer timeline. Joe Parker couldn’t really speak to that and just stated that there was a consultant.

• **Robyn:** Was not part of the hiring of the previous coach was right before Robyn’s employment at CSU.
  o In general athletics are “At Will” employees and have a contract. State Classified Employees are very much governed by the State Board Rules and the COWINS partnership agreement.
  o “At Will” employment for coaching allows for greater flexibility to terminate someone if an individual is not working out for whatever reason it allows for more room to terminate. We do not want to do this without cause.
    ▪ Previous Coach did have some performance issues and other things that went on.
• Behind the scenes this was not just 3 days. There were things going on behind the scenes, search conversations were happening. We do want to hold a fair process.
• In terms of any hire for the University we conduct reference checks to ensure that we are hiring people who represent our University in the best light. To learn how someone has performed and showed up.
  • This is more than job performance, but also how we interact with our colleagues and individuals across different spaces. Want to make sure we are doing our due diligence and making the best investment for the University.
• There are references checks that occur, how we interact with other colleagues, students, all of these are important to make sure that we are making the best decision for our community.
  o The coaching world is a little different and coaches are contract employees and “at will”
• **Julia:** Thanks Robyn, it sounds like we misunderstood the hiring process. I guess another question is, are there other areas on campus/CSU that are fast tracked?
• **Robyn:** In terms of the search protocols for AP, Faculty, and Research positions there are different types of searches that are outlines on Office of Equal Opportunity (OEO) website.
  o National search – has specific criteria, must advertise for a specific number of weekends.
  o Internal – timeline that OEO publishes
  o Internal Promotions: Pay Transparency
    • Must abide by Equal Pay for Equal Pay for Equal Work Act. – need to abide by this in all situations but specifically with internal promotions.
    • This includes a pay transparency component
    • Post jobs on our internal job board so that folx know what the salary is.
  o There are defined timelines that OEO provides for State Classified Employees that is determined by the State and COWINS partnership.
    • COWINS partnership – organizations within the partnership agree to post jobs within a certain time frame and outlines the number of days that the posting needs to be posted for.
  o We do have governing times lines for APC and State Classified timeline.
• **Jim:** Athletics is hiring on a contract basis are there any other areas on campus that would hire in a similar fashion as athletics?
• **Robyn:** Limited to a certain number of contracts per employer.
  o This is governed by state law.
  o President and other senior leadership roles exist in a similar dynamic but would need to look at what the numbers are.
• **Jim:** So, it sounds like Athletics and upper level Administration are contract based?
• **Robyn:** Yes, there are several. President and athletic coaches. This is not atypical for the process at CSU.
• **Adrian:** Adazio was fired on the 2nd of December and the new coach was announced on the 6th. What was happening behind the scenes to allow that hire in more than 3-4 days?
• **Robyn:** Robyn can’t speak to all of the activities, guessing that Joe did not make the decision about letting Adazio go on the 2\textsuperscript{nd}, and not Robyn’s place to share. There might have been performance issues during the season.
  - The team wasn’t doing well, and it was pretty visible.
  - Can imagine that conversations within the world of athletics are ongoing. If team records aren’t strong there is a conversation happening long before the decision is made.

• **Adrian:** Question about Juneteenth. It was written in the collective bargaining contract that we get it off in June of 2023, but have heard that there is possibility that we could be celebrating this June do you know anything about that?

• **Robyn:** Have heard that there is a bill floating around the legislature about this and declare Juneteenth a holiday in Colorado. There seems to be a lot of confidence that the bill will pass.
  - If the bill does pass, we will determine how we will honor that.
  - It is an important holiday, right now we have 10 holidays, and this would make 11 that we would observe.
    - Believe that this is a highly supported bill and believe should hear soon.
  - The University clusters some of our holidays to better align with our calendar and academic year, but don’t have any inclination that we would observe this on a different day.

• **Kristin:** Robyn, right now not seeing those walk-in hours on the website, if possible, having the office hours/walk-in hours on the website may be helpful for those that prefer to come directly to the office. I also think the virtual appt option is great so advertising that could help folks!

• **Robyn:** Thanks for that suggestion. I will meet with the Team and see if we are planning on publishing that. It used to be on the website, so Robyn is surprised it is not currently on there.

Cameo Banks, Colorado WINS CSU Steward

• Cameo is unable to join CPC Meeting today.
• Adrian does not have any COWINS updates.
• **Sonja:** Working on getting a district wide meeting set up.
  - You will likely receive an email or a text about this meeting.
  - District: 5 counties: Larimer, Weld, Adams, Boulder and Broomfield.
    - [https://www.coloradowins.org/about/](https://www.coloradowins.org/about/)
    - Will reach out to those counties individually to try and hold a meeting.
  - Typically hold two – will be doing a meeting for each county.
  - Have not discussed if they will be in person, virtual or hybrid. Sonjia prefers in person to allow for meeting folk face to face.

• **Julia:** I learned that Karle is no longer a COWINS steward. They had to step away from that role. Are there any others - or it just Cameo as our steward?
• **Sonja:** Sonja and Ivy have a meeting tonight with the weekly update. Will email with that information so that Adrian can disseminate it.
• **Adrian:** The counties look a little different do you know did they have a redistricting?
• **Sonjia**: Fairly new to COWINS and still learning, but think that there was a redistricting that happened.
  - Have had one meeting with the executive leadership team.
• **Jim**: Has COWINS reached out to CSU to begin the collective bargaining process. Understood that COWINS was going to work with individual entities.
• **Adrian**: Had heard from Ivy that CSU would be one of the first to enter into a side agreement conversation, but has not heard anything more about when that would begin. I think this is what Jim is asking about.
• **Sonija**: Sonjia will touch base with Ivy about this, and will include it in the follow up to Adrian.
• **Julia**: There was comment in APC meeting about AP employees joining COWINS... President McConnell mentioned this and that they had been in conversation but nothing firm on this.
• **Sonjia**: There are a segment that are “prohibited” can’t be full members of COWINS as a State Classified Employee can be. They can still join the Union, but I would defer to Ivy about providing the specifics about the membership and what it means.
• **Adrian**: There was a bill moving through the legislature that would make it easier for all employees in the state to Unionize. Were they talking specifically about COWINS or something else.
• **Julia**: This was said in an APC meeting by President McConnel. APC seemed pretty surprised and interested in joining COWINS.
• **Sonjia**: Julia, can you provide information on that date of that meeting? We have an APC representative that attends meetings with COWINS. Will follow up with folx.
• **Julia**: It was on Monday.
• **Robyn**: Robyn was not able to attend monthly meeting on Monday when President McConnel was there.
  - Adrian is correct there is a separate bill moving through the legislatures, has gone through in several years but has not come to fruition, and it is a bill supporting other state employees to unionize.
  - Robyn’s understanding the AP group likely would not qualify under COWINS under today’s environment because of the nature of positions that are covered.
  - Robyn came and talked to CPC about covered vs. non covered positions under the State Classified ranks.
    - Three categories: Executive, management, and confidential. The roles themselves would have significant managerial or executive function even though they are under the State Classified Employee group. They might also have information related to bargaining that would fall under this category, executive assistant, paralegal, etc.
      - These folx are not covered under COWINS.
      - This terminology is under State rule and within the COWIN agreement.
    - Certain jobs can turn into AP roles under specific criteria. There might be some confusion on how that all fits together.
    - There are factors that separate AP and State Classified. Should the legislation come through there would be a separate process that COWINS just went through to be ratified as a Union.
CPC Committee Reports:
Communications – Kristin Berthold
- Eva: Just a reminder please send any events that we can put on Facebook to Eva or Kristin.

Action Items/Takeaways: Send in items for Communications to post to Facebook!

Employee Recognition – Nancy Cowley
- Had to delay meeting because of everyone taking time off for Spring Break.
- Julia, Stacey and Meg have been working on list of all recognition and awards on campus.
  - This will be searchable you will be able to search through it and see awards in different areas on campus. Will be going through a process to figure out if certain folx are still the contact for different awards.
- Have some Positive Action Awards that we are bringing to CPC in April to vote on.
- Outstanding Achievement Award – 5 that have been selected
- All major University awards will be

Action Item/Takeaways: If you can think of a group or person who would be great for a Positive Action Award, please connect with Meg or folx on the Recognition committee with questions. You can also nominate Everyday Heroes as well!
- Make sure you’re reading Julia’s posts on Day in the Life!

Legislative – Adrian Macdonald
- Will get meeting together to start planning a trip to the state house. Will connecting with legislatures about the best time to be there.

Action Items/Takeaways:

Employee Engagement and Experience – Meg Skeehan/Alisha Zmuda
- Have not met – will be connecting after Spring Break
- Adrian will forward information about staffing a table during Employee Appreciation on to EEE.

Action Items/Takeaways:

Executive – Adrian Macdonald
- Already covered most of the Executive things.

2-3PM Courageous Strategic Transformation – Scott Shrame
- Thank you for joining today! You are the first group we have connected with post Courageous Strategic Transformation (CST) unveiling.
- Permanent home is in the College of Business and half time in the President’s Office as a fellow for VP Janelle Bevers.
  - Helped get the CST across the line and now trying to figure out how do we make this a reality. Looking to find alignment across the University.
• Process of CST
  o Janelle has connected with this group a couple of times, and you are a priority group that we want to involve and get your expertise on as we went through this process.
  ▪ Thank you for making this a priority.
  o One of the things most excited about was the amount of alignment/in common that we had.
  ▪ Had many themes emerge that were unified and heard across campus by students, faculty, staff, AP, State Classified.
  ▪ There are a lot of really nice things that rose to the top.
    • Have themes that are important to us – the people first and foremost that make us run
    • Finding operational efficiency.
    • Innovation – within units and in classrooms
    • Impact that we have outside and inside our walls.
  ▪ Scott was incredibly excited by this alignment – were able to unearth it and bring to the surface.
• Scott brought a slide show about the CST.
• Background of CST
  o Will talk about the 4 strategic imperatives that have risen to the top and then how we plan on implementing this.
  o Highlight: as far as we know; this is the largest and most inclusive strategic planning process that has been done by an R1 University. A lot of meetings, surveys, proposals, etc. made this possible.
    ▪ Wanted to hear all voices.
    • This is not going to stop. CPC is the first meeting Scott has gone to but it won’t be the last. You will continue to see us as we try move to pull this off.
    ▪ Please continue to reach out to us.
  o 2 themes emerged
    ▪ Sustainability and Health. – big trends that emerged through the drafting groups.
    ▪ JEDI – who we are and what we do at CSU – woven throughout the CST.
      • This is who we are and what we do at CSU.
  o Values: Added to the Principles of Community
    ▪ Belonging, Curiosity, Thriving, Engagement and Excellence.
      • Still committed to Principles of Community but want to evolve it.
    ▪ Want to give reverence to past and still move forward
  o Commitment:
    ▪ Sustainability and climate change
    ▪ Safe and secure food production,
    ▪ Animal, plant, and human health
    ▪ Individual and community strength
    ▪ Equity, social justice, Inclusive excellence, and human rights.
Log cabin image, had 14 different drafting groups and pulled it into 4 strategic imperatives together.

- **People and Culture.**
  - Want to create a thriving and inclusive community where everyone feels like they belong and have a seat at the table.
    - Make sure that folx voices are heard
    - Attract, support and nurture all our members, students, faculty and staff.
    - Use collective skills to achieve goals.

- Strategic priorities: 5 total.
  - Accessible and judged by the success of our students.
    - Not just when here on campus but also in their success in life.
  - Want to attract, invest, and retrain our workforce – World Class Talent.
    - Incentivize our workforce. Retention = market competitive salaries.
      - Quality of life tax living in Fort Collins, actively working on addressing.
  - Want to make sure everyone feels that they belong
  - Grow intelligently.
    - Grow units that have the highest possibility of being successful.
  - Foster champions.
    - Want to have winning be everything in everything we do.
    - We believe that we will be successful.

- **Financial and Operational success.**
  - How do we get our jobs done, do them well, and do them efficiently and how does our system support us to do those things well and allow for growth.
    - How do we let people do their jobs to and get them done well. – sustainable foundation for growth and inspiration
  - Want to identify a budget process that will allow us to be more strategic in our budgeting.
    - Incremental budgeting has been predictable but has not allowed us invest in strategic imperatives that we should be chasing to sunset inefficiencies, how do we design a budget that is open and accessible and allows for growth.
    - How do we make CSU accessible and affordable?
      - High school students across Colorado can take classes via CSU online for dual enrollment.
  - Elevate the Brand
    - Want people to recognize CSU as the destination school.
    - CSU is stepping away from what is a best kept secret and instead see it as where we want to be.
  - Optimize our space for growth.
    - Use space effectively, where do we build new buildings or retrofit existing ones.

- **Innovation**
  - CSU is going to continue to be a global leader.
    - Frontier Sustainability
- Consistently been ranked 1st in Sustainability on Cool Schools – Continue to rank there.

- **One Health**
  - Health is a priority that we continue to hear whether physical or mental. How can we create a healthy workplace environment.

- **Social and Cultural Insights**
  - Important of arts, humanities and sciences.

- **Catalyze and Grow**
  - How do we make our impact go beyond our walls?

- **Critical Thinking Skills to address challenges**
  - Continue to see unprecedented times and address them.
  - CSU has done a good job of engaging in institutional agility through COVID that peers were not able to do as well.

- **Education that evolves.**
  - Can’t rely on what we have been doing for 100s of years to teach future.
  - How and where we are driving moving forward being determined by the provost office.
  - Can’t continue as we have in the past.

- **Impact**
  - Make sure we are serving our community nationally and locally.
  - Scott would like us to be the national model for a Land Grant University
    - **Being the Connector**
      - Make sure we are really embedded in the community.
      - Regionally, locally, and nationally.
    - **Be where we are needed**
      - Educating the work force in all corners of the state
  - **Aligning our giving with our priorities**
    - Fundraising for things that are important for who we are and where we want to be.
  - **Leveraging our place**
    - How do we best use those to best suite the people we support?
  - **Bringing Communities together**
    - How do we find community?
    - How can we make sure we’re pulling and leaning into our strengths and bring people/communities together?
      - Address rural and urban divide that we are seeing across the country
  - **Sustainable contributions to the world**
    - Leaders in sustainability and leave positive tangible contributions to the world.
  - **Final thoughts:**
    - Make sure that budget matches strategy
    - Culture diverse excellence
• Mission shapes decisions.
• This was a very fast sprint of hours that went into making the CST a reality – this is living breathing document
  o This is version one and we will continue to convene drafting groups to continue this process.
• Looking forward to questions and can’t thank you enough for being an integral part of this process.

Questions:
  • Jim: Would like for you to start with the questions that we sent over.
  • Scott: Few questions about the budget: Page 10 of Operation Framework document outlines the budget process.
    o Question about consultants:
      ▪ Scott will lead with that he has been a consultant and is a little wary of consultants.
      ▪ Sometimes there are moments that you can use a consultant effectively, budget remodel is one of those.
        • Internal financial group will come in and help guide that process along with a new CFO.
          o CSU is a MacGyver University in some instances, but don’t want to do that for the budget.
        • A full comprehensive budget reform is something we want to take seriously.
    o There were a couple of questions about what is being considered about State Classified employees and how we create bandwidth.
      ▪ Hope is that by taking a look at some of the efficiencies and ineffectiveness is that we can debunk the system to make all of our lives a little easier and create some bandwidth.
      ▪ There are some state rules that we are beholden to
        • State Classified population has strengths and weaknesses and know that this is a group that we are really focusing on to help feel successful and welcome.
        • Scott’s wife is a State Classified Employee, and he does have some empathy for this group of folks.
  • Robyn: Echo what Scott has already shared.
    o Will continue to look at stop start continuum exercises.
      ▪ Marsha and her team through Talent and Development are happy to host those conversations with departments, units, divisions etc.
    o From a systems perspective we have a lot of outdated processes and systems that do not lend themselves to efficient practices that can be looked at and hopefully reworked.
      ▪ Opportunities to work smarter not harder.
    o There is a bill running through the legislature right now around innovative compensation practices.
      ▪ There are things that we can and can’t do, but it seems that the state is really looking at how we can do things different. State wants to partner with agencies in Higher Ed.
• There is a real opportunity coming out of the pandemic to look at what has historically not worked.
  o The work that we talk about often in the CPC group is an important piece as we journey through the CST and making sure that your voices are at the table.
    ▪ This is an interactive process – living breathing transformation effort and we all have the opportunity to provide voice to this effort.
    ▪ Ideas are welcome.
  
• Scott: Do want to continue to emphasize that ideas are welcome
  o Wanted to help pull a vision to the surface and clearly elaborate what this vision is.
  o This is a campus wide initiative
    ▪ Voices are invaluable. We will be pulling folx who are in the know to help with this.
  
• Scott: There was a question about Professional Development.
  
• Robyn: Marsha Benedetti and her team evaluate the offerings that the Talent and Development Team provide annually.
  o Really looking at the Supervisory Development Program
    ▪ Update content to make it more relevant as things have changed over the past few years.
    ▪ Continuously adding courses and Just in Time training
    ▪ Professional development is ever evolving and if there are more ideas or resources would be happy to entertain those.
  o Marsha meets with a group across the university that do training – hope to align content with where we have gaps and really solicit feedback and needs.
    ▪ Also do a survey that collects information annually as well.
  o The work of the PDI space is something we continually are looking at and where we are spending a lot of time right now due to the Pandemic.
  
• Scott: Would add that he is impressed and inspired to the commitment to professional development that the President’s office has taken.
  o Scott is an example of this in this Fellowship.
  o Scott also runs the Executive Education Program through the College of Business, and we are continually looking at how we can pull some of that information for the University.
    ▪ Heather Rimer - one of the fellows for Anne Claycomb, how do we continue to evaluate our PDI programs.
    ▪ There is a commitment to it and these changes do take time.
  
• Scott: Questions about Living Wage, Robyn would you be able to help with this question and Stacey can you elaborate?
  
• Stacey: (from chat) My apologies that I did not submit my questions in advance but, if time allows, I have two 1) regrading a process to submit feedback to the listed KPI’s and 2) a question specific to a living wage. Thanks if possible.
  o There is a KPI that says MIT living wage calculator – there is something that is the Living Wage Calculator.
  o Stacey continues to ask this question:
    ▪ CPC, APC, and faculty council are very interested in the University adopting or coming up to a living wage in 2019.
    ▪ Annually since this happened we have made request in Councils, through the Presidents Council on Culture, RBEI initiatives, any opportunity we can we have
continually asked for a consideration of salaries for living wage assessment using the MIT living wage calculator.

- Not asking for an increase but rather an assessment.
  - When saw Living wage mentioned in the KPI would like to know if and how you plan on measuring that? How would you use the tool? Can we provide advice on how to use the tool or how to use the tool to inform future and other decisions to ensure that all employees are making a living wage or better?

- Scott: Thank you for the clarification. Very interested in making sure folx are making living wage.
  - Can empathize with comment but out of scope as a fellow (question 1).
  - Yes, we would love feedback. Interested to hear your process to submit feedback on KPI’s. KPI’s are not set in stone, and we do anticipate a decent amount of revision.
    - We are not going to stop asking you all for help.

- Robyn: Yes, I am aware of the comments that Stacey has referenced.
  - More conversation around this topic and around KPI’s
    - This is a big part of the desire that has been expressed in the past.
  - We want to monitor this and track it and see how we are keeping pace.
  - President McConnel – wants to hire a Compensation Leader and Analyst. This was part of the reason behind the HR spinoff.
  - Now that we have the partnership with COWINS – State Classified world is heavily linked to what goes on at the state level – but in that side agreement could we have a conversation where we solidify our agreements.
  - Fully support the direction of figuring out a benchmark
    - All ties together to be an employer of choice in the region, state, and nationally and keeping pace with the changing market.
    - We are in one of the most dynamic markets of our careers and the state is highly tuned into this.
  - The Compensation bill that was mentioned earlier speaks to innovative compensation practices.
    - Trying to support the paid FML act that has previously failed also goes into this act.
    - Looking at total compensation
      - There is a lot going on in the space right now on the state level along with the work we are doing as an institution right now.

- Stacey: Thank you both. I will take that as an invitation and look forward to engaging in this continued process.

- Scott: Also has questions about KPI
  - There is some work that needs to be done there
  - Transparently we want that feedback about the KPI’s is important because we are unsure of where we are at.
  - Had 100s of people involved in drafting groups
    - Sourced goals.
    - Messaged together with different part of campus
      - Some groups did a great job as what their metrics will be while others did not.
      - Wanted to make sure we had a base line to start rather than saying we don’t want to quantify that.
  - Document will continue to be worked on.

- Julia: Here is a question I have in addition to the questions we all submitted - and this type of question also came up at the APC meeting on Monday. Don’t need to address now, but if you could
In the following strategy/priority, the CST operational plan refers to "employees" in general, but in the other locations in the plan it separates out faculty and staff, even when speaking generally. Can you speak to the intent behind differentiating between "faculty and staff" versus "Faculty, Administrative Professional, and State Classified" or simply "CSU employees"? For example, with "Metric 1.2.a.3 Faculty and staff retention rates," why was that specific language used rather than "employee retention rates" or "Faculty, Administrative Professional, and State Classified retention rates"?

STRATEGY 1.2.B Establish attainable housing program to attract and retain university employees.

PRIORTY 1.3 EVERYONE BELONGS

We will cultivate an inclusive climate conducive to the recruitment, retention, and success of our students and employees.

- **Scott**: Have hundreds of folks connecting
  - Great thing about this is we had folks provide really great metrics
    - This is the part of the document we need to pull people around and continue to add to people’s plate when they are already involved in a lot.
  - Julia: to your point we have a lot of different authors of this document
    - There is not a purposeful distinction of how this was set up – not intentionality behind this.

- **Adrian**: This was brought up in the executive leadership meeting
  - Trying to move towards using employees.

- **Scott**: Want to make sure that we are getting all the right voices in the same spaces together, Stacey’s work has been instrumental in that space.
  - There are rumblings about a sustainability working group coming together
    - Trying to make this as inclusive as possible and pull together the appropriate information there.

- **Scott**: Can you provide examples that led to ELT to suggest a different budgeting refresh?
  - Common reframe from Deans and department leads/directors.
    - Budget handcuffs us and doesn’t allow us to be as nimble as we would like to be.
    - College of Business has done a cool job of creating a budgeting for strategic outcomes.
      - There is not anything like this at the University level.
    - Want to add transparency and agility to a budget to embark on this that the University finds as a priority.

- **Question**: Inspirational Proposals.

- **Scott**: Inspiration proposals we were able to fund 2 that were a priority due to donor funds.
  - The budget process itself did not allow us to do that. We were able to do that with outside donors.
    - Would like to have internal funding

- **Question**: No mention of working with Councils

- **Scott**: This was an oversight. We will continue to connect. Councils are imperative for us to pull this off. This is truly a big lift to help make this happen.

- **Question**: Framework is inspirational, but a lot of roles don’t necessarily see themselves in the document/framework. Is there a plan for individuals, supervisors, and mentors to help increase engagement for more individual employees across campus? Larger question: How does my life changed based on this document? Or how am I in alignment
• **Scott:** As Robyn mentioned we are doing some leadership training to hopefully help reach this alignment
  o Trying to create a healthier workplace for ourselves, students and people who surround us. Bring forward positive and caring.
    ▪ Can check in and say hi in meetings.
    ▪ Check in on how folx are doing
    ▪ What Scott loves most about CSU is the people. There are great people who want to do great work. How do you go above and beyond to make sure that colleagues are supported in their work.
  o Would encourage folx to look a little bit deeper.
    ▪ Look at processes
    ▪ Sustainability
  o Scott genuinely believes that the document has a way for you to drive this forward.
    ▪ We are still open to feedback on that as well.
      • Would love to hear about direction and where you think we should be moving.

• **Robyn:** Wanted to expand on comment on how you see yourself involved.
  o State Classified evaluation cycle is coming to an end at the end of this month.
  o CSU and COWINS have been working with the state for several years to move to a 5 point rating system and the evaluation timeline will be changing.
    ▪ This will be an extended year as we transition into this new cycle and timeframe.
    ▪ As you are writing your goals for the coming year work with your supervisor, ask the question.
      • The goals will cascade down through the organization.
        o We will have master themes that transcend to the individual level.
      ▪ Ask your supervisor where you see yourself fitting in with the CST.
        • Some might be a little fuzzy, but the clarity and ability to course correct is there.
          o This is a perfect time to have this conversation.

• **Question:** What are you (Scott) most excited about the plan and your position at CSU in the coming years?

• **Scott:**
  o There is deep institutional memory, institutional friction.
    ▪ Think through this process have pulled people together who would not normally connect, in a meaningful way.
    ▪ Really have appreciated seeing emails come in as positives to the CST and pulling people together.
      • The way we embarked on this process has left Scott feeling tired but inspired.
  o Colleges and Deans working together for the first time.
    ▪ How do we build this amazing thing together?
  o Having alignment and a real push for inner connectivity and lean into what we do best.
    ▪ Build an interdisciplinary community.
      • Scott is an example of interdisciplinary.
    ▪ Scott is hopeful that there are support service organizations and resources for everyone.
  o Directly impacting CSU — mission critical to staying relevant with alt education coming to the forefront.
    ▪ Make sure that CSU is positioned at the forefront of changes.
- Capitalize at what CSU is historically great for.
- Gives us a chance to be leaders in the field.
- Can find a place to become involved in making this a success.
  - There will be more information on this in the future.
- **Lourdes:** What evaluative measures will you use to know the implementation of this plan is successful?
- **Scott:** Some will the qualitative, I feel like I belong, CSU is great etc. and quantitative reports that we submit
  - Do also have quantitative measurements that are part of that KPI page.
- **Stacey:** What happened to the Inspirational Proposals webpage? And, when will we hear what has been funded or, what happens next to all the others??
- **Scott:** Scott thinks this got blended with the Academic Proposal page.
  - We will be building a new one.
  - There were two things were funded.
    - Proposals that involved every college – STEM and Hispanic Institution Serving Status, and the other was related to Community College Transition and student success.
    - There ae also big category of proposals that are transformative and involve lots of units and decision makers.
      - More proposals will go live on March 31st.
- Feel free to reach out with any questions or comments.

**Action Items/Takeaways:** Will continue next week.

-End of Meeting -
Chair Notes

March 23 – APC/CPC/FC Chairs and Vice Chairs

- CST Priorities that the three councils want to be involved in:
  - PRIORITY 1.2 WORLD-CLASS TALENT
  - PRIORITY 1.3 EVERYONE BELONGS
  - PRIORITY 1.5 TRAINING CHAMPIONS
  - PRIORITY 2.1 INVESTING FOR IMPACT
  - PRIORITY 2.4 OPTIMIZING OUR SPACE
  - PRIORITY 3.2 ONE HEALTH
  - BUDGET REMODEL PROCESS
- Will write letter to President McConnell and VP Beavers to advocate for more active inclusion in the implementation process

March 30 – CPC Legislative Committee

- Long Bill (State Budget) Discussion
  - 800 new state jobs in the budget
    - New jobs or backfilling?
    - Are any at CSU
  - Field Trip on April 25th
    - Invite the whole council

April 1st – Multicultural Staff and Faculty Network (MSFN), APC/CPC/FC Chairs

- Will invite MSFN leaders to CPC/APC/FC planning retreat in June

April 5th – Executive Leadership Team

- CSU tied for 3rd for Fulbright Scholarship recipients
- Legislative Call Update
  - Task force recommendations:
    - Bill to create task force post-secondary student success - online dashboards
  - Credentialing Bill - stackable credentials - only 2 years
    - Not 4 years
  - Public employees collective bargaining
    - Tremendous support
    - Hasn’t been introduced yet
  - Medicaid reimbursement for equine assisted therapy
  - 8.5 million for forestry nursery
    - For the next few years and then taper down
  - Bill - no longer able to hold transcripts for those who owe $
    - Will now go to collections agencies
    - Except for international students - will still be able to hold those
  - 2022 $400 increase in Pell grants
Biden proposed additional $1,700

- Ask everyone to tell central about contacts with Legislature
- Diana Prieto resigning June 10th
  o No decisions yet on that position
- Dave Ryan and Angie Nielsen will be co-interim for VPDUO/CFO
- Provost updates - Mary Pederson
  o Huge focus on credentials
  o Budgeting Model Process
    - Begin looking at entire budget
      - Will include Faculty, AP, CPC
    - RFI to get consultants
    - Consult with CSFP committee - me!
  o On Campus accreditation visit Spetember 2023
  o We don't have a director of assessment
    - #1 shortfall is not showing a followup to assessment
    - Search in process - 6 candidates
- CST Update!
  o Next steps
    - Comprehensive project management plan - June 1
      - Who is doing what
      - New website!
    - 3 BIG Things
      - Salary competitiveness
      - Budget remodel
      - Climate initiative
- Classification updates for AP framework
  o Received initial date for updated framework
  o Revitalizing terms and levels
  o Adjusting initial compensation data
  o Conversations in late april and early may with ideal goal of gathering information and identifying discrepancies for new FY
- Raises this year communication:
  o Cautious till we see state budget
  o April 19th, no long bill but well have a sense what we feel comfortable reporting to the board
  o Joyce - Committed to competitive budget for AP and Faculty
  o Graduate stipend increases and competitive salary increases in budget to submit

April 7 - Committee on Strategic and Financial Planning
- This group will be involved in budget remodel
- Rebranding consultant hired
  o 160over90

April 12 – CPC Executive Leadership Team

- In person, remote or hybrid for April?
  o TEAMS exclusive in May
  o Address again at meeting?
- We need a replacement for Meg
- Positive Action nominees – vote on in April
• Springtime guests:
  o Jeff Sroll
  o Presiden McConnell
• Meg ordered Owl
• Meg will connect about the computers
Amanda Benker
Education Abroad – Accounting Technician II
Passport Acceptance Facility Agent/Program Assistant
Amanda.benker@colostate.edu
970-491-1362

Colorado State University
1024 Campus Delivery | 700 Oval Drive
Fort Collins, CO 80523

Attn: Classified Personnel Council

To whom it may concern,

My name is Amanda Benker and I recently applied to become part of the Classified Personnel Council. I began working at Colorado State University back in 2016. I started in the cashier’s office and moved my way to the travel department which I worked for 4.5 years. Recently, I have taken on a new position here at CSU Education Abroad. I am learning many new things and would love the opportunity to join CPC.

The idea of having the opportunity to help serve CSU in multiple capacities would be thought-provoking and a learning experience. I am currently on the Hiring/Onboarding/Retention committee for the Office of International Programs. I feel that I could bring new ideas and problem solving to the Classified Personnel Council. It would be great to swap ideas from one group at CSU to another. Since the CPC is interested in how we can make CSU better for the state classified workers, this would also coincide with the work that I am doing for the onboarding and retention of workers here in our department. Both of these positions would deepen my understanding here at CSU and I would love to be part of the idea sharing.

With approvals from my manager, I will be able to attend the monthly meetings. They have agreed to be flexible with my time so I will be able to participate in the Classified Personnel Council. As I read, the meetings are the second Thursday of every month from 1 to 3 pm. I am able to take that time out of my work schedule to be fully present at these meetings.

I would love to be a part of this going forward and would love the chance to learn and grow from this. Colorado State University is already a great place to work, and I have enjoyed my time here so far. I would love to be part of the inclusion and diversity that makes CSU so great and help integrate new ideas to make it even better!

Sincerely,

Amanda Benker
March 23, 2022

To Whom It May Concern:

I am writing in self-nomination for service on the Classified Personnel Council. I have been a state classified employee and CSU since March of 2018 and am currently an outreach coordinator in the Health and Exercise Science Department. I will bring to the committee a sincere interest in serving my colleagues and a background that will be helpful to the committee. Prior to my appointment at CSU, I was in public education for 18 years. In that time, and since coming to CSU, I fully recognize the importance of the issues facing state classified employees. Along with an eagerness to serve, I have the availability necessary to dedicate time to the Council.

Please let me know if you need any further information. I can be reached via the above contact information. Thank you for your consideration, and I look forward to the opportunity to be considered for service on the Classified Personnel Council.

Sincerely,

Cameron Phillips
Hello

I am writing to express my interest in continuing to be a CPC representative. I became a CPC representative in July 2019. During my time I was part of the Employee Engagement Committee. While on while EEE committee I helped bring attention to the CPC by working information booths at events as well as helped find creative ways to stay engaged with CSU’s state classified community through the pandemic.

The extra workload due to covid took away my ability to fully engage and contribute to the CPC as I had wished. I believe that now the uncertainty of covid is better managed I can now participate fully as I once was able to. If able to serve another term, I hope to continue to make CPC more visible in my department and continue to find ways to better the work experiences of all state classified staff.

Thank you

Amber Lobato
Valerie Lewis  
NAME OF EMPLOYEE  
Cu som @CSU  
DEPARTMENT  
970.492.4134  
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, 2021 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, typically 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, 2022; 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.

Valerie Lewis  
EMPLOYEE SIGNATURE  
3:30 22  
DATE

Jefferey Smith  
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, 2022; 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.

Jefferey Smith  
IMMEDIATE SUPERVISOR SIGNATURE  
3/30/22  
DATE

DEPARTMENT HEAD SIGNATURE  
DATE
March 30, 2022

Dear Classified Personnel Council,

My name is Valerie Lewis and I work at the CU School of Medicine at Colorado State University. I’ve been a state classified employee for 6 years and would like to continue to assist with improving the employee experience and benefits for state classified employees. I have served a three year term with CPC and would like to continue my membership. Please accept my self-nomination for CPC Council Representative.

Thank you for your consideration,

Valerie Lewis
March 17, 2022  
Letter of Interest:  

Stacey Baumgarn  

This is my eleventh year of employment at CSU, in Facilities Management, as the Campus Energy Coordinator. I am completing my third three-year term of service on the Classified Personnel Council (CPC). From FY16-FY18, it was my honor to serve as the Chair of the Council. In FY15, I served as the CPC Secretary. During FY22 I served on six different CPC and University committees (and through the years I have served on at least 12 others) – representing the needs and interests of Classified employees at CSU.

I am writing to express my interest to serve a fourth term on CPC. I have worked hard to learn as much as I can in order to best represent State Classified employees through the practice of shared governance at CSU. In order to fully utilize the knowledge and experience gained to date – I hope to receive your continued support to do so.
Dear CPC Members:

I would like to self-nominate for the position of Vice Chair of the Classified Personnel Council for a 3rd term. I have served on the Council since 2016 and have been involved with the Executive Committee since 2018, first serving as Secretary. On the Legislative Committee, I have worked to advocate for a 1-5 grading scale as well as improving our leave benefits. My work as serving as your Vice Chair has been very rewarding. One of my strong desires is to improve committee member participation in university-wide initiatives. With COVID being a challenge and new leadership at CSU these past 2 years, the goal of improving our overall committee voice across campus has been slow going. Currently, all of the employee councils are banding together to advocate for our membership’s direct involvement in the implementation of the Courageous Strategic Transformation. As we move forward, our outlook will be to put more CPC members on working groups and committees tasked with implementing priorities outlined in the CST. Hopefully, my desire to try and represent the different voices of State Classified Employees by raising issues of concern with our administration has resonated with you.

If elected, my main goal would be to work with the Chair on CPC priorities and to further our communication with CSU employees ensuring we are addressing issues that matter most to them. I hope you feel that I can serve you well as your Vice Chair for another year and I would be honored to have your vote.

Sincerely,

Jim Abraham
March 31, 2022

Dear CPC Members,

I would like to nominate myself to serve a second term as Chair of the Classified Personnel Council. During my first term as Chair, I have continued to focus on relationship building. This has included continuing to build relationships with University Administration, Colorado WINS leadership, and our local State Representatives. The highlight was being invited to serve on President McConnell’s Executive Leadership Team where I can gather valuable information about the University and provide a voice representing State Classified employees to her Team that was not previously heard.

Looking ahead to my second term, I would like to continue that relationship building and ensure that CPC continues to be seen as the voice of State Classified employees at CSU. I will advocate for CPC representation on working groups and committees involved with the implementation of the Courageous Strategic Transformation. We were only passively included in the drafting process and we are pushing to be more directly involved moving forward. I will also try to ensure that CPC is involved in any entity bargaining between CSU and Colorado WINS. I hope that both of these priorities will lead to CPC members having more opportunity to be involved on Campus and a more rewarding experience for CPC members.

I am grateful for the responsibilities that CPC has already entrusted to me and hope that you will continue to allow me to bring my skills and enthusiasm to lead us as we build on the great work we have been doing improve the State Classified experience at CSU.

Thank you for your consideration,

Adrian Macdonald
Hello! See the new Positive Action Nomination form that has been submitted on the CPC website.

Your Name:
Carolyn Bell

Your Email:
carolyn.bell@colostate.edu

Your Department:
HDS-Facilities

Nominee's Name:
Aaron Mikulewicz
Nominee's Email:
Aaron.Mikulewicz@colostate.edu

Nominee's Department:
HDS-Facilities

Why is this person deserving of the Positive Action Award?

Aaron Mikulewicz has been instrumental in HDS-Facilities as the Assistant Director - Maintenance. In addition to being a creative thinker/leader who has taken on more responsibility in his few years at CSU, he also works to empower and develop his State Classified staff. This work includes challenging, encouraging, and giving them the space to make decisions for their work areas. He is there for his team when things do not go as planned and helps them regroup with a new plan. Aaron is always available and has come in and worked along with his staff on weekends/late evenings to repair various mechanical failures. He is interested in feedback from many and works to learn from it. Aaron truly is one of a kind.

As his supervisor, I find Aaron supportive, open to feedback/willingness to grow/learn, and excellent in his mechanical knowledge (which allows him to truly help his staff). CSU and HDS-Facilities are fortunate to have a leader of Aaron's caliber on our team.

One of his State Classified team members shared the following about Aaron and the positive impact he has made on them:
Aaron has a lot on his plate but always focuses on highlighting his employees. He wants to see them succeed, and he'll go above and beyond to ensure their needs are met, even exceeded. This has not been the case with previous managers in the 14 years I have been with HDS. Aaron works diligently and tirelessly behind the scenes to move the department in the right direction, but I feel never gets the recognition and attention they so richly deserve. Their efforts are a large contributor to my positive attitude toward work, and I greatly appreciate all they have done for me personally, and for our group as a whole."

Thank you for consideration of Aaron for the Positive Impact Award.

Sent From: Classified Personnel Council - https://cpc.colostate.edu
Hello! See the new Positive Action Nomination form that has been submitted on the CPC website.

<table>
<thead>
<tr>
<th>Your Name:</th>
<th>Remy Sanchez</th>
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<tbody>
<tr>
<td>Your Email:</td>
<td><a href="mailto:remy.sanchez@colostate.edu">remy.sanchez@colostate.edu</a></td>
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<tr>
<td>Your Department:</td>
<td>Housing &amp; Dining Facilities</td>
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<tr>
<td>Nominee's Name:</td>
<td>Aggie Village General Labor Team</td>
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</tbody>
</table>
Nominee's Email: remy.sanchez@colostate.edu
Nominee's Department: Housing & Dining Facilities

Why is this person deserving of the Positive Action Award?

My team, Aggie Village General Laborer's, are deserving of this award because of the hard work and dedication they have showed not only this past year but throughout the pandemic. Once the pandemic hit, we slowly started losing staff and have gone from a team of 12 to a team of just 5 and yet my team still shows up to work and strivies to provide the best service possible. On top of their regular duties such as responding to maintenance work orders, keeping all public spaces clean, regular apartment turnovers, etc. the Aggie Village GL staff have been responsible for quickly turning over apartments that have been set aside for quarantine use. Our quarantine apartments have been used the most during the pandemic and my staff has been able to turn them over very quickly in order to be used again. My staff has been able to step up and provide extra quarantine services such as throwing residents personal trash, refilling pandemic supplies, delivering packages, and competing disinfection of public spaces twice daily. On top of all the regular work and pandemic work, my team has also been given the responsibility to take on equipment repair for the entire Environmental Services team. When we took over this responsibility we had 40+ work orders in the queue and my team was able to catch up on this within a months time still while getting the rest of their work accomplished. They have embraced this new responsibility with very little compliant because they understood that we were given this huge responsibility because of their experience and knowledge. They fully understand that the work needs to be done and were willing to help out our entire ES team. My team continues to get things thrown at them last minute and yet they still push on and complete the work accurately and timely. They continue to stay as positive as possible throughout this difficult time that we are all going through and they continue to understand how important the work they do is, not only to our residents but to all our colleagues in all of HDS. They are committed to CSU, follow our principles of community, and above all they are committed to meeting our customers needs. It's because of them that I am a successful supervisor and I will be forever grateful to them for all that they do to help our team be as great as it is.

Sent From: Classified Personnel Council - https://cpc.colostate.edu
From: CPC <cpc_chair@colostate.edu>
Sent: Friday, January 14, 2022 3:15 PM
To: Cowley,Nancy <Nancy.Cowley@colostate.edu>; cpc chair <cpc_chair@Mail.colostate.edu>
Subject: New Positive Action Nomination

Hello! See the new Positive Action Nomination form that has been submitted on the CPC website.

<table>
<thead>
<tr>
<th>Your Name:</th>
<th>Marianne Wieghaus</th>
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<td>Your Email:</td>
<td><a href="mailto:marianne.wieghaus@colostate.edu">marianne.wieghaus@colostate.edu</a></td>
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<tr>
<td>Your Department:</td>
<td>Housing &amp; Dining Services</td>
</tr>
<tr>
<td>Nominee's Name:</td>
<td>Amber Sanchez</td>
</tr>
</tbody>
</table>
Nominee's Email:

Amber.Sanchez@colostate.edu

Nominee's Department:

Housing & Dining Services

Why is this person deserving of the Positive Action Award?

(Submitted by Liz Poore and Marianne Wieghaus)

Upon reading the criteria for the Positive Action Award, we can’t help but immediately think of Amber. Amber’s everyday actions and attitude, especially over the past two years, embody the descriptors of this award. Housing & Dining Services and Residential Dining Services in particular have been under extreme amounts of stress and change since early 2020. As an Administrative Assistant, she is often the person setting up and taking notes at meetings. At the start of every gathering, Amber makes a point to arrive early and check in with people. She consistently and genuinely asks how people are doing and offers support and encouragement. This gesture makes all the difference and sets the tone for the rest of the interaction, and it makes Amber a truly refreshing addition to any space. After you leave a conversation with Amber, you feel uplifted. People feel seen by Amber – she truly loves people while also exhibiting a passion for her work. No matter how busy she is, she never appears to not have time to converse with a colleague, and she doesn’t hesitate to put her hand in the air to offer help. She does this with genuine care and enthusiasm, and never with burden. She makes time to visit with colleagues and set up lunch dates with people across the department, which is so admirable considering the many competing priorities she balances daily. She sincerely cares about her direct report and recently has advocated for a salary increase and review of her position description. Her supervisor says that anyone would want Amber in their court because she pushes for change and progress. She is an advocate for her own staff and others.

She expanded her own knowledge by taking numerous classes related to DEIJ and then came back to her home department to develop well-received training modules for student and professional staff on inclusive kitchens and CSU’s Principles of Community. Her role also finds her in several customer service-related conversations, which (especially over the last two years) can be intense. She consistently handles these conversations with grace and patience, and despite this challenging job duty she is still more apt to offer support to other colleagues rather than require it herself.

Amber’s supervisor calls her “my sunshine” because of her can-do-anything attitude. When we recently thought we were going to lose a dedicated staff member to another job, Amber immediately devised a plan to cover this position despite staff shortages. She also recently needed to pick up some groceries we were short on in a dining facility, and Amber and another dining staff member took the lead to drive to the store and pick up the items to ensure they would be available for students, a task that falls outside of her normal job duties. She is willing to sign up to help at special events like Ram Welcome, volunteers to serve food, wash dishes, and anything that’s needed. Even though her background is not in food service, she doesn’t let that stop her from expanding her skills, nor shy away from helping those in need. When Summit Hall had to shift to a shelter-in-place model due to high numbers of COVID, she was there serving breakfast at 6 a.m. Every Move In, she drives a golf cart around passing out popsicles and welcoming new students and families to CSU. She is an outstanding ambassador for the University and Housing & Dining Services.

Amber makes a positive difference in Housing & Dining Services every day. We are so grateful for her many years of service to this department and as you can tell, there really aren’t enough wonderful things that you can say about Amber. We should all strive to be a little more like her in our everyday interactions.
Hello! See the new Positive Action Nomination form that has been submitted on the CPC website.

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<th>Your Name:</th>
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<tr>
<td>Carolyn Bell</td>
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<td><a href="mailto:carolyn.bell@colostate.edu">carolyn.bell@colostate.edu</a></td>
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<th>Your Department:</th>
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<td>HDS-Facilities</td>
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<th>Nominee's Name:</th>
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<tr>
<td>Kelly Hixson</td>
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Kelly Hixson is a Custodial II/Environmental Services Supervisor for HDS-Facilities and serves on the Afternoon Hours Team (the team that takes calls in the middle of the night to address various facilities concerns that impact students including vomit clean-up to larger-scale flood clean-up). She is always willing to lend a hand to help and is someone the team knows they can count on. Another State Classified staff member shared the following about Kelly which is a great example of the positive impact she is making in the lives of other State Classified staff:

"Kelly is a very hard-working supervisor. She brought together two different teams this summer and kept us all on track to finish a partner team’s area and do extra areas by the time school started in the fall. They included and integrated both teams to work together as a whole new team. Kelly had frequent meetings with us so we all knew where we were and where we had to go. Kelly played music and worked right beside us taking care of our tasks. She was good at picking up on people’s personalities and what interests that person had, then they would send us job opportunities that might be a good fit for that person. Kelly is always trying to get her employees to strive for something more. She respects everyone on their new team and gave us all a chance to do a variety of different tasks and new learning opportunities. Kelly encouraged us all, and kept our spirits high in the heat of summer! It was actually a nice summer working with new people and getting to know them and we all worked together to make work fun and light but still maintain our quota for the day. Kelly always follows the rules and expects everyone to do the same. She has more information in their head than anyone else I know! Just little tidbits of information about benefits, or insurance, or parking, or campus history, I’m sure I could keep going. Kelly is also involved in many extra committees always showing their concern and care for our students and staff alike."
Hello! See the new Positive Action Nomination form that has been submitted on the CPC website.

Your Name:  
Karen Estlund

Your Email:  
karen.estlund@colostate.edu

Your Department:  
Libraries

Nominee's Name:  
Mary Seaman
**Nominee's Email:**

mary.seaman@colostate.edu

**Nominee's Department:**

Libraries

**Why is this person deserving of the Positive Action Award?**

Mary Seaman has been working as a state classified CSU employee for over 35 years. I want to especially recognize that work that Mary has contributed in the last two years to representative state classified employees in the libraries and promote a positive work climate. Mary has just completed a two-year service as a staff representative on the Library Leadership Advisory Committee, where she advocated for and ensured state classified issues were addressed in library leadership, including a major reorganization, strategic planning, and articulating the Principles of Community in Action for the daily work of library employees. In addition, Mary volunteered and filled an important role as an advocate and confidant for employees, as a filter to allow anonymous questions of the dean during open Q&A sessions and all staff meetings. This support and recognition to the power dynamics has been a positive contribution to the environment and allowed state classified employees to feel safe and supported. Lastly, Mary has adapted her years of experience and contributed to the Libraries Onboarding Task Force. Through this work, Mary has both ensured that state classified employees are part of and unique considerations addressed (such as different annual reviews) for this work and contributed holistically to promoting a positive work climate, welcoming environment, and supportive for retention of all library employees.

Sent From: Classified Personnel Council - https://cpc.colostate.edu
During the week of April 24-30, all CSU employees can enjoy 1 free 20-oz. beverage at one of the below participating cafes!

**Details:** Employees may only use this offer once during the week of April 24-30. When ordering, employees must show this flyer, email, or state they are a CSU employee. (Offer not valid for student staff)

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**There are 5 participating CSU student-run cafe locations:**

- Bean Counter, inside Rockwell Hall West
- Morgan's Grind, inside Morgan Library
- Intermissions, inside Lory Student Center - level 200 - near Theatre
- Sweet Temptations, inside Behavioral Sciences Building - 1st floor
- Sweet Sinsations, inside Lory Student Center - level 200 - east entrance

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**There are ten participating Human Bean locations:**

- The Human Bean Coffee Truck in Moby Arena - Lot 195 (M-Th, 7-4 p.m.)
- The Human Bean, 1822 S. College Ave., Fort Collins
- The Human Bean, 821 N. College Ave., Fort Collins
- The Human Bean, 6180 E. Crossroads Blvd., Loveland
- The Human Bean, 100 S. Second St., LaSalle
- The Human Bean, 3665 W. 10th St., Greeley
- The Human Bean, 2610 W. 10th St., Greeley
- The Human Bean, 6505 W. 29th St., Greeley
- The Human Bean, 405 E. Main St., Windsor
- The Human Bean, 3310 23rd St., Evans

Coordinated by: The Office of the President, Classified Personnel Council, Administrative Professional Council, Faculty Council, and Employee Appreciation Board
From: CPC Website
To: CSU CPC; operations
Subject: New submission from University Committee Report Form
Date: Monday, April 11, 2022 11:39:44 AM

University Committee Name:

Administrative Professional Council (APC)

Date of Meeting:

04/11/2022

Name of CPC Representative

Julia Innes

Email of CPC representative

Julia.Innes@colostate.edu

Meeting Highlights Pertinent to CPC and SC employees:

1. Speaker Joe Parker, Athletic Director – general about Athletics similar to what was shared previously at CPC
2. Speaker Blake Naughton, CSU Extension and Engagement – related to AP/Faculty, not State Classified
3. APC Meeting on 2nd Monday of month is shifting from 8:30-10:30 to 9-11 a.m. beginning in Fall 2022.
4. Officer & Committee Reports
   o Diana Prieto is leaving university in June.
   o Priority to look at salaries below market floor to raise those up to be in alignment with market before they look at other salaries.
   o Virtual presentation on overall results of 2021 climate survey on Wednesday, April 20th from 9 – 10:30!
   Event open to all CSU employees: https://inclusiveexcellence.colostate.edu/data/employee-climate-survey/

Upcoming service opportunities for the month:

o Diversity Symposium Planning Committee for next academic year - Needs to be completed today.
  https://inclusiveexcellence.colostate.edu/diversity-symposium-planning-committee-application/

o Outdoor Gear Drive for Blackpackers, March 21-April 30 | used gear but in good condition. Email Michael Amato at mjamato87@gmail.com to coordinate an on-campus drop-off
  https://www.coblackpackers.com/

o Project Homeless Connect, Friday, April 15th https://lsc.colostate.edu/slice/community-engagement/project-homeless-connect/

o Special Olympics Colorado, April & May (includes virtual)
  https://specialolympicsco.org/getinvolved/volunteer/

o Stewardship Project at Pineridge Natural Area on 4/23 for Earth Day
  https://engage.fcgov.com/ActivityRegistration/e8039642-868b-4a75-abe3-8420834a9355?fbclid=IwAR3IzAxKMpTIJEFK7ZGZ1vl_CesfH5haQLwNHT87s5-9R2jvRpOdUUPPXQ

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

No

Next Meeting:

Next APC mtg: 5/9/2022 - 8:30 a.m.

Link for more information about this University Committee:

https://ap.colostate.edu/