

Classified Personnel Council Meeting  
Thursday June 16, 2022. 1:00 pm – 3:00pm  
FY22 Regular Monthly Meeting  
Microsoft Teams



CLASSIFIED  
PERSONNEL COUNCIL  
COLORADO STATE UNIVERSITY

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Attendance:

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Jim Abraham, Environmental Health Service | <input checked="" 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"/> Amanda Banker,                            | <input checked="" type="checkbox"/> Valerie Lewis, CU School of Medicine at CSU |
| <input checked="" type="checkbox"/> Kristin Berthold, Chemistry               | <input checked="" type="checkbox"/> Amber Lobato, HDS Facilities                |
| <input checked="" type="checkbox"/> Amy Bruning, Human Resources              | <input checked="" type="checkbox"/> Adrian Macdonald, Statistics                |
| <input type="checkbox"/> Jeff Cornelius, Housing and Dining Serv.             | <input type="checkbox"/> Cameron Philips,                                       |
| <input type="checkbox"/> Nancy Cowley, Lory Student Center                    | <input type="checkbox"/> Chuck Richards, CSU Police Department                  |
| <input type="checkbox"/> Brandon Fuller, Housing and Dining Serv.             | <input type="checkbox"/> Kate Stevens, Political Science                        |
| <input checked="" type="checkbox"/> Wayne Hall, ACNS                          | <input checked="" type="checkbox"/> Lourdes Zavala, Access Center               |
| <input checked="" type="checkbox"/> Abby Davidson, Registrar's Office         | <input checked="" type="checkbox"/> Alisha Zmuda, Student Disability Center     |
| <input checked="" type="checkbox"/> Julia Innes, Facilities Management        | <input checked="" type="checkbox"/> Rebecca Leonard                             |

Ex-Officio Members, CPC Volunteers and Guests:

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Kelly Hixon                          | <input checked="" type="checkbox"/> Tammy Hunt, Office of Policy & Compliance |
| <input type="checkbox"/> Sarah Olsen, APC Chair                          | <input type="checkbox"/> Jan Pierce   |
| <input type="checkbox"/> Sue Doe, Faculty Council Chair                  |   |
| <input checked="" type="checkbox"/> Christie Mathews, APC Representative | <input checked="" type="checkbox"/> Sandra Dailey                             |
| <input type="checkbox"/> Robyn Fergus, Human Resources                   | <input checked="" type="checkbox"/> Kerry Grohman                             |
| <input checked="" type="checkbox"/> Devan Durand                         |   |

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

## Call-to- Order

### 1:00-1:45 Devan Durand – Parking Permit Changes

- Devan Durand is joining the CPC to talk about Parking Permits.
- Parking at CSU
  - Goals:
    - We want to continue to offer the scratch hang tags.
    - Offered discount to folx who wanted to buy daily scratch offs.
    - Continue to have flexibility with this.
    - Create a system so if you purchased more, you got larger discount.
    - Annual rate – minimize the increase of annual prices.
      - Added 15 discount to annual parking permit.
    - Incentives people parking in perimeter and remote parking
      - Continued to be a lower price option.
    - Commitment to sustainability.
      - Utilize Transport or biking occasionally.
  - Parking Permit Initiatives
    - Continue to indefinitely discounted daily permits for faculty, staff and students.
    - Add additional partial week permits to support the high demand for 2, 3, and 4 -day work week options
    - Increase permit options from twelve pre-pandemic to over twenty
    - Move payroll deduction payments options from nine months to twelve months
    - Offer new lower priced 9-month academic year option for students and staff
    - Lower hourly rate at South Campus.
  - Pricing Discount Overview
    - Incentivizing short trips.
      - Parking structure in the past was based on annual rate and we worked our way back and now looking at daily rate first and incentivizing towards annual.
      - Started with daily rate and built from there.
        - Incentives short trips to campus
    - New academic year options
    - Support alternative options
  - Daily Scratch off hangtags
    - Started during COVID and are planning to keep it.
    - Have heard a lot of positives for the hangtags. Gives flexibility for folx to decide when they need them.
      - Gives the most flexibility.

- Bulk hang tags don't have a start and an end which allows for more flexibility.
  - Hope in the future that these will not be paper in the future.
    - Hopeful to move to electronic eventually.
- New Permit Pricing Scenarios
  - If someone is biking to work, they can buy 40 daily passes at \$250.
    - There are opportunities now to buy what people need.
  - Employee works from home 3 days a week and come to campus periodically
    - Buy partial week and scratch tickets their total cost could be \$487 if they buy 30 daily passes.
  - Employee is using Tranfort and drives 3 days a week throughout the year and get a partial 3-day permit for \$404
  - Employee needs to be on campus Monday – Friday. They would buy a year pass for \$625.
    - There are significant savings by being able to buy what you need.
- Breakdown of pricing
  - Academic year will include the 2- and 3-day options.
  - Remote perimeter parking you will have higher savings.
- Permit Price Comparison
  - If you're faculty and staff the current daily rate is \$2.38 and the proposed new rate would be \$2.40.
    - This gives some idea of how it breaks down daily and change breaks down weekly.
  - 1% increase will go from \$11.88 to 12.02 on an annual permit.
- Citation Fee Change
  - Parking over time at a meter
    - Increased the citation fee from \$30 - \$45.
    - Hoping to see citation trend level out.
      - Received approval for this from the Board of Governors for this increase.
  - A little over a year ago parking updated software to issue an academic year warning.
    - Previously folx would have to request the end of year warning if they had a history on campus.
    - Now the system will automatically reduce citations to 0 if someone receives their first citations.
    - Parking is not making revenue off citations – really using the citations as education to make folx.
      - Really do a lot of reductions.
  - Moved to Park Mobile for pay to park
    - This is used across the nation.

- Only have 30-40% that use the pay station now most use the park mobile app.
  - This is a decrease from the previous app.
- Were able to reduce the transaction fee for each hourly session.
  - Transaction fee is now 20 cents.
- Goals:
  - Trying to look for technology and make things as automated as possible – create flexible options and easy access to campus.
    - Try to move to an E-470 model that automatically charges your account.
    - Enforcement team name change to Access, Resource and Compliance Officers as we focus on building validated data platforms to give customers more options
      - Citations represent <15% department revenue, focus on citation prevention through education and automation.
      - Long term strategies to evaluate how we transition away from citation to auto-billing for parking
      - Transition from paper scratch to virtual daily package
  - Long term goal is to continue using new technology
    - Hang tags to technology pass form
    - Use virtual automation
  - Option to go into parking account and select auto pay for parking.
    - You will not have to go into account and reapply.
    - Only if something changes you would need to go into account.
  - Expand on current software to build innovative programs, improve utilization and access short-term and loading and unloading space.
    - Ensure that folx are using the loading zone appropriately.
  - Improve wayfinding communications, sharing parking utilization and reducing drive time to support safe movement and sustainability
    - Will be trying out a new way finding sign in the Lake Street parking lot.

Question:

- **Kelly:** If you do auto renewal, will it automatically do the 12-month payment rather than 9 months? Or do we have to sign up for the twelve-month billings?
- **Devan:** it will automatically renew 12-month or 9-month depending on what you're already enrolled in.
  - Right now automatic renewal is only available for folx who are using payroll deductions.
- **Stacey:** Question or comment based on feedback. Curious if there is any way in future interactions if we can say employees instead of using faculty, Administrative Professional, and State Classified. So instead, just staff and students.

- Devan: Love that idea. We do use that naming internally, and really love that sensitivity. Ideally in the future we would like to work on a parking infrastructure side to use commuters instead.
  - Even refer to students and staff as commuters rather than having that distinction.
  - We will continue to pursue language changes.
  - We are always open to feedback and are trying to listen. Large population at the University just means we have a large think tank.
    - We have been working with students to change how Parking reads license plate when it is not visible.
      - Trying to adopt a sticker program like in Hawaii that allows students without a front plate to have a sticker on their bumper, so we don't have to have people parking a certain way.
- **Stacey:** There are several folks who are second shift workers who have a challenging time parking due to the 1 hour overlap with parking hour enforcement, would this be something that we can address or find solutions for? How many people in that last hour of parking enforcement could register as a second shift worker? Normally this is a very popular topic with CPC.
- **Devan:** Thank you! Would encourage people to contact and see what resources are available.
  - Want to create a culture where Parking is seen as a resource and want to have that dialogue.
- **Stacey:** A lot of second shift folks do commute 5 days a week, but due to the time they work/shift the bus might stop working and they are unable to get home or get to campus at all. Or they may bike to work, but don't want to ride their bike home at 11PM.
  - Appreciate your willingness to connect with folks.
- **Devan:** Thank you for the dialogue and questions, this is a great place to start a dialogue!
  - Want to create a system where we can come together and figure out creative solutions together.
- Adrian: One concern I've heard are our lowest paid employees are still having to come to park on campus every day while our white collared folks are not needing to come in as much. There appears to be a shift of the burden of who is paying for parking.
- Devan: Good Point! When we created this new model we wanted to try and give us as much of a bulk savings discount as we could so that folks are paying the lowest rate possible.
  - Really tried to shift our model upside down and create a larger savings for folks who are coming in every day.
    - Now the folks who are paying for a full week all year are the ones receiving savings.
    - Set up that a person who is not coming in every 5 days has a little bit less savings than someone who is in every day per year.

- **Kelly:** Wellington is still waiting for a bus to come to Wellington.... it's been talked about, surveyed, but not transpired. I'd still like to see it 3xs a day
- **Devan:** Devan did make a note of the request for bussing from Wellington and will continue to partner with Transfort.
- **Adrian:** Do you know how many CSU employees are paying for parking?
- **Devan:** Not sure about the exact updated numbers but can pull those and send them along to CPC. Devan just receive the last report. Roughly the numbers are
  - 11,000 unique permit holders connected to a unique parking pass. The largest group is students.
  - About 4,000 of those are employees.
  - Aaron Fodge did a great job of providing alternative transportation.
    - We have maintained the number of unique parking permits on campus and we did see a 10% drop to parking passes in employee parking. We are seeing availability in employee parking spaces that we haven't seen in the past.
      - Were able to work with LSC, Admissions, and other to find better parking solutions for events.
  - When Parking added the partial week options, we realized that we were really student driven but when we came out of COVID we realized more flexibility was needed for employees. MW, WF, TWTH.
    - We saw the partial week permits double.
      - We will be watching this for the 9-month parking period as well.

Comments/Follow Up:

- No follow up questions/comments at this time.

## CPC Announcements and Updates 39.49

### Approval of CPC 5.21.2022 Meeting Minutes

- Abby Davidson motions to approve, Julia Innes seconds. Approval via silence.

### Financial Update – Amber Lobato

- Amber now has approval to use Quali.
- Last expense we had was for the food at our last meeting.
- We have a little over \$5,000 let for the upcoming year.
  - The past few years we have been getting our rollovers.
- Will receive plaques invoices for awardees.
- We are also working to digitize plaques in the LSC from previous awardees.
  - This digitization process might be a couple thousand dollars.
    - With the update to the LSC the LSC would like to move those plaques into a digital form.

### Positive Action Award and Recognition

- Kelly Hixson and Aggie Village General Labor Team received the Positive Action Award!!
  - Plaques will be made and sent the recipients. Recipients have been notified of their award.
  - We will also be following back up with the other nominees.
- No additional awards we wanted to recognize.

### Last meeting for some members – thank you!

- Stacey Baumgarten's last meeting with CPC
  - Stacey has decided to step down from the council after 9 years.
    - Stacey served 3 years as chair.
  - Stacey has been an influential member of the council and invaluable resources.
  - Stacey is very thoughtful and often brings up questions that aren't even considered! We will have big shoes to fill with Stacey leaving.
    - Stacey would like to say thank you, got involved with the Council as a new employee and has learned a lot from the Council and his time serving. 2023 is the 50<sup>th</sup> Anniversary of the CPC, you are playing a really important role!
- Kristin Berthold's last meeting with CPC
  - Kristin has really driven our communications committee during the last few years.
  - Kristin will be a big loss to CPC!
    - Kristin would like to thank everyone for their well wishes and Kristin won't be far away so can help out.
- Abby Davidson's last meeting with CPC
  - Abby has answered a lot of the calls for support to serve on different committees.
  - Abby's job will be moving to AP.
  - Thank you Abby for your work with CPC.

### Election of New CPC Members

- Holly Ritzman – Central Receiving
  - Holly has received the appropriate signatures.
  - Holly's letter is in the meeting packet. She has worked at CSU for 10 years.
  - Stacey motions to elect Holly to the CPC for a 3-year term, Kristin seconds. Approved via silence.
    - Holly Ritzman is elected to serve a 3-year term on the Classified Personnel Council.

### Treasurer vote

- Amber Lobato would like to Nominate on the floor for the position of Treasurer.



- Julia motions for Amber to remain in the Treasurer position for the Classified Personnel Council, Jim seconds.
  - Amber Lobato is elected as Treasurer of CPC via silence.

## HR Update

Juneteenth Holiday observed next Monday June 20th, 2022

- The University is observing this a day later since Juneteenth falls on a Sunday.

24 hours of professional development – use before June 30, 2023.

- Like previous professional development days, you don't have to show you are doing courses anything.
- You can use these throughout the year, but they do need to be completed by June 30<sup>th</sup>, 2023.

## Questions:

- **Julia:** Is there any clarity if there will be paid professional days in November.
- **Adrian:** When we asked Robyn, don't remember there being a commitment to this for future and now with a new president this might change.
  - Adrian will be talking with Rick Miranda about important asks from the council and he is planning on mentioning the paid professional days as being valuable.
- **Julia:** When you do talk through that with President Miranda, it has been very challenging for folx in facilities management to take these professional days. Some folx have not been able to take the ones in November.
- **Adrian:** When Joyce sent out an email to the Leadership Team about the professional days it was mentioned that not everyone is able to use those.
- **Kelly:** Housing & Dining are Essential Workers and can't utilize Monday or the 3 Professional Development Day until after the end of July and later.
- **Adrian:** Adrian will bring up that some departments are unable to use these days to Rick.

## Colorado WINS – Cameo Banks

- Do not currently have anyone from COWINS here on the call.
- COWINS has been having meetings with folx at CSU.
  - There is still a push to gain more members.
  - Adrian has been going to these and does find them valuable to hear new voices.
- The update is that there are 170 COWINS members currently.
  - Still shooting for 25% or 200 or so more employees join COWINS before we move into discussions between COWINS and CSU.

Retreat – August 11<sup>th</sup> – second Thursday of August.

## CPC Discussion

### Joyce McConnell and moving forward with Interim president.

- Would like to discuss what went well and did not go well under President McConnell's term and what should we bring up to Rick Miranda as interim?
- Thoughts:
  - **Kelly:** I had several employees concerned about the abruptness; with no real reason for President McConnell leaving, left things open to conjecture.
  - **Julia:** Had several employees say the same thing as Kelly's employees.
    - Do know that the University must walk a very thin line about transparency and what is being communicated out and not.
    - Concern about the turnover of employees now that President McConnell is leaving and turnover of upper administration.
  - **Adrian:** Has also heard confusion around Courageous Strategic Transformation (CST).
    - Adrian has heard some of the priorities from CST will be moving forward and some will not be.
      - When we heard that Board of Governors approved the CST there was not official way to approve this and it was more of a thumbs up than an official vote.
  - **Kelly:** Kelly also had severance pay brought up for McConnell leaving. There is also concern that we weren't told whether President McConnell was fired.
  - **Stacey:** Ask and push for a seat at the table for CPC and the search process.
    - Would like to see a representative for CPC on the Presidential Search Committee.
  - **Adrian:** Adrian and Jim had a retreat with the chairs of Faculty Council and APC.
    - This was intended to be a retreat about the CST and how we were going to address priorities, however this changed with news of President McConnell's leaving.
      - During this retreat we did draft a letter to the Board of Governors and Rick Miranda asking for a seat at the table and representation on the search committee.
    - Adrian has also had a question about the severance pay. If she had finished the contract, she would have only received \$1 million dollars, but she is being paid \$1.5million as part of their severance.
  - **Stacey:** Similar to athletics this is part of the contract. We did not honor the 5 year contract, so we have to pay the \$1.5 million.
    - This is definitely frustrating for employees who are continually told they are not able to receive additional pay or funding.
  - **Adrian:** The other frustrating part is there was non-disclosure agreements signed between Joyce and Tony. A lot of this will be a mystery.
  - **Julia:** Understand that Rick cannot tell CPC why CSU did not honor the contract however, this is continuing to set up a lack of transparency around upper administration and the decisions made by the University.

- Think it needs to be acknowledged and communicated to Rick.
- Things we liked about President McConnell's term:
  - Professional Development Days.
  - **Julia and Jim:** Felt that President McConnell navigated COVID well.
  - **Jim:** The budget reimagining seemed to be a going well and some long-term contract ideas were going well.
    - Had a lot of interesting ideas of how to move the budget forward.
      - Went to bat for AP with State Classified getting 3%.
    - How CSU moves forward with the budget will be important.
  - **Stacey:** Empowerment of people below Rick Miranda in order to keep things moving and make sure that decisions are being made. All things to continue to move forward.
    - Jim agrees! Hopefully we will have the opportunity to connect with Rick soon about this. Value employees enough to allow them to make the big decisions.
  - **Adrian:** Has a meeting schedule with Rick and Sarah mid-July.
  - **Julia:** Mental Health seemed to be a priority with her administration.
    - Professional development days
  - **Brain:** CSUPD were able to engage a MH responder to assist with calls as needed.
- Adrian has received an update from Tony Frank that there is a possibility CPC and APC could be part of the search committee.
  - Chancellor Frank also broke down how the search committee is created and who has seats within that search.
  - **Julia:** Are any operations or auxiliary views represented.
  - **Adrian:** Adrian is unsure but can ask about this.

#### Follow up and CPC/APC/FC retreat

- Priorities:
  - Retention of employees
  - Aligning with Faculty Council and APC on somethings will give us, hopefully, some more strength.
    - Some of the things Rick Miranda is focusing on
      - Housing, Retention, Burnout, Compensation
      - All issues that need addressing.
- Multicultural Staff and Faculty Network have changed to the Multicultural Staff and Faculty Council (MSFC).
  - Would like a seat at the table with APC, CPC, and Faculty Council.
    - Trying to determine how this would work.
    - Trying to determine how to address issues that MSFC are seeing that we are not seeing.
      - One idea is a grievance officer for each employee group.

- **Stacey:** Could you speak more to that Adrian? Are there groups on campus who do not feel they have an adequate audience to air grievances? Do you know where this is coming from?
- **Jim:** Each employee classification is governed by different policies, but having a grievance officer that represents each group who knows the ins and outs of each groups policy.
  - **Some employee groups have 9 month track or tenure track.**
  - **Makes sense on the surface, but not sure what that looks like.**
- **Julia:** How is it different then Ombuds?
- **Jim:** Not sure. Is there a grievance officer along with an Ombud.
- **Stacey:** There is a grievance officer within the faculty council. Because of the faculty manual there is very specific process for Faculty. While AP are a part of the faculty manual there are a lot of moment where AP doesn't fit into the faculty manual.
  - AP is not wrong in stating that AP do not fit well into the faculty manual.
  - Classified employees have gone to the Ombuds and have not had much help.
- **Jim:** Important point that Stacey brought up is that AP is part of the faculty manual which might be why this was brought up. Not sure if State Classified needs it, but just don't know.
- **Julia:** How is this different
- **Julia:** And Joyce said there is a faculty Ombud part time.
- **Julia:** Also curious of the difference between COWINS stewards who support employees with a grievance.
- **Adrian:** The stewards are here to represent employees that have joined COWINS.
- **Julia:** This is where Cameo said as a steward, he worked for all state classified employees: <https://www.fm.colostate.edu/node/2583>
- **Adrian:** There are situations where COWINS will step in for certain employees based on the Union agreements. Will try to learn more information about the role stewards play for nonmembers.

## CPC Committee Reports

### Communications Committee – Kristin Berthold

- Julia worked on the Communicator and it has been added to the website.
- Kristin currently is the only person with administrator access to the Facebook page.
  - Kristin will continue working on that until after the retreat.

### Employee Recognition Committee – Stacey Baumgarn

- Annual Report information for the Employee Recognition Committee is completed and summary of all the recognition
  - 5 Outstanding Achievement
  - 2 Positive Action
  - 13 Educational Assistance

- 19 Everyday Hero Awards
- 6 Day in the Life's this year.

#### Legislative Committee – Adrian Macdonald

- Have not met since the field trip to the legislature.
- Will try to get a lunch

#### Employee Engagement and Experience – Alisha Zmuda

- No updates at this time.

#### Executive Committee – Adrian

- Retreat on August 11<sup>th</sup>.
  - There will be food and it will be in person!
- Meeting with Rick Miranda next week
- Recommendations for Tony Frank for search committee position.

-End of Meeting-

DRAFT