



UNIVERSITY of  
DENVER

STAFF ADVISORY COUNCIL

## STAFF ADVISORY COUNCIL MINUTES

September 9, 2015

11:30am to 1:00pm

Schneider Board Room - Daniels College of Business

|   |                                |  |
|---|--------------------------------|--|
|   | Ahmad, Deana                   | Josef Korbel School of International Studies |
| √ | Aliaga, Kathy (treasurer)      | Facilities Planning and Management           |
|   | Anderson, Lindsay              | Graduate School of Professional Psychology   |
| √ | Arnold, Marlene                | Internationalization                         |
|   | Belstock, Sarah                | Student Life/HCC                             |
| √ | Bigley, Nichole (Co-Secretary) | Women's College (elected)                    |
| √ | Blagg, Garrett                 | University Libraries                         |
|   | Bokenkamp, Gloria              | Daniels College of Business                  |
| √ | Brown, Mary Sue (Webmaster)    | UTS  |
| √ | Buckley, Jon                   | Engineering and Computer Science (elected)   |
| √ | Carsten, Jessica               | University Libraries                         |
|   | Carver, Mary                   | UTS  |
| √ | Cederberg, Emily               | Sturm College of Law                         |
| √ | Chen, Michael                  | Human Resources                              |
|   | Coccia, Kristina               | Morgridge College of Education               |
| √ | Colburn, Renee                 | Campus Safety                                |
|   | Dietrich, Erin (Co-Secretary)  | AHSS/Social Sciences                         |
| √ | Escobar, Karen                 | Natural Sciences and Math (NSM)              |
|   | Feldman, Amy                   | University College (elected, co-rep)         |
|   | Field, Angel                   | Athletics & Recreation (elected)             |
|   | Giesen, Greg                   | HR   |
| √ | Glasgow, Greg                  | MarComm                                      |
|   | Grimm, Kendra                  | Josef Korbel School of International Studies |
| √ | Hefty, Tina                    | University Libraries (elected)               |
| √ | Hernandez, Theresa (President) | University Libraries                         |
|   | Hill, Amy                      | Morgridge College of Education               |
|   | Hill, Kymbella                 | Business Services                            |
| √ | Ingarfield, Lisa               | Graduate School of Social Work               |
|   | Jackson, Cheryl                | Center for Teaching and Learning             |



STAFF ADVISORY COUNCIL

|   |                       |  |
|---|-----------------------|--|
| √ | Cathy Kaufman         | Newman Center                              |
| √ | Kitta, Jan            | MARCOMM                                    |
|   | Le, Linda             | English Language Center                    |
|   | Martella, Jessica     | University Advancement                     |
| √ | Michel, Richard       | Conference, Events and Special Programs    |
|   | Milnes Chester, Elise | Student Life (elected)                     |
| √ | Nierling, Ulli        | Controller                                 |
| √ | Ramirez, Liza         | Registrar                                  |
|   | Robinson, Alex        | Bursar's Office                            |
|   | Runkel, Katie         | AHSS/Arts and Humanities                   |
| √ | Ryan, Joe             | CSV  |
|   | Schellman, Julie      | Graduate School of Professional Psychology |
| √ | Smith, Molly          | University College (elected, co-rep)       |
| √ | Steele, Leann         | Sturm College of Law                       |
|   | Tankersley, Rebecca   | Fischer Early Learning Center              |
| √ | Westendorf, Lisa      | Financial Aid                              |

CALL MEETING TO ORDER – 11:40 AM

- I. August Minutes
  - a. Minutes were approved
  - b. Request to approve minutes earlier
- II. Strategic Direction of Staff Advisory Council
  - a. Members were asked to write 1-3 goals on note cards for the council.
  - b. Amendments to the Bylaws will be posted so that information gets distributed quicker. All agreed.
- III. Departmental updates
  - a. Human Resources – The Crimson Classic is Thursday, September 17th from 4pm-6pm. Please advertise within your department. Volunteers are needed for the water stations. We have 426 participants. SAC will have a table with energy bars if you would like to volunteer, please email Michael Chen. To sign up for the Crimson Classic, you will get 300 wellness points for participating.



STAFF ADVISORY COUNCIL

- b. Campus Safety – Currently going through accreditation.
  - c. Marketing & Communication – There will be a Town Hall hosted by the Chancellor at Anderson on Wednesday, September 23rd to go over the Imagine DU strategic process. Town Hall will be communicated on the DU Digest this next Tuesday.
  - d. Theresa Hernandez– Vice President position is still vacant. Joseph Ryan, who works with the Center of Statistics and Visualization, has voiced interest in the VP position. Joe has spent his career at Universities such as Wisconsin, UNC-Chapel Hill, and North Carolina. Joe was involved with a similar group as SAC helping with communication, work on common good goals and to foster community. Joe’s wife currently works as a faculty member at Morgridge. Joe plans on being at the university for a long time. Voting will take place next month.
- IV. Committee Updates
- a. Employee Dinner ReCap
    - i. There were a dozen senior staff members. Employee were very appreciative of not having pizza for dinner. There were close to 150 employees who attended the dinner. This dinner will continue for the future years.
  - b. Staff Awards
    - i. The invite for the Luncheon will be sent after the Chancellor’s inauguration. The award ceremony will be on October 28<sup>th</sup>.
- V. University-wide Staff Compensation Study – Amy King
- a. PDQ’s will be going out soon, please let people know.
- VI. Budget Transmittal Presentation – Linda Kosten- Budget & Planning Office
- a. The budget transmittal was sent out by email in July. We can access the report through PioneerWeb – Employee tab- Employee Resource, This document has



STAFF ADVISORY COUNCIL

been sent out for the last ten years every year. The report has been changed to make it easier for us to understand. The report will show the University revenue for the last three years. Remember this is a report on the University's budget not by division.

- b. Question: Regarding the compensation study, how long will it take DU's endowment to get healthier? What is going to change the game? This will be a long road. Over the last five years, the endowment has increased from \$24 million to \$35 million. Merit and tuition increase the base.
  - c. Question: What are the number of students enrolled this year? There is a dashboard that gives you updates of enrollment. The undergraduate class we will meet the numbers we need. Graduate students we are under enrollment.
  - d. Question: What is the cash flow from International students? Role? Dollar Effect? We are consistent with international students, but they play a larger number with graduate school. There was a decline in population from China for the Daniels of Business School.
- VII. SAC Business:
- a. The SAC meeting calendar was passed out with dates of our meeting and locations for the year. This calendar will also be in the new representative folders.
  - b. A flyer was passed around for English classes as a second language starting September 12<sup>th</sup> from 1-3.
  - c. Staff Advisory Council now has a new reporting line to Vice Chancellor of Human Resource. This is not an uncommon structure at other universities. Theresa has confirmed this change with the Chancellor. This will be changed in the Bylaws.
  - d. Committees- We need committee to get together to decide who will chair the committee. Theresa will send the committee group a document to update with a summary of goals, timeline and recap of the event.



STAFF ADVISORY COUNCIL

- e. Bylaws- We need to review the bylaws and start from the beginning. What we know will be changed is the terms of the executive members to a two-year term. Theresa will send out a document that we can make changes. Start with Article 1 and start thinking about what we should change. What is the purpose of SAC?. We should also have primary goals for SAC representatives. How to extend to the units what their vital roles as representative are and duties. Theresa mentioned sending a letter to the department head thanking them for letting a representative from their units serve on SAC. Also, explain what SAC does and what their representative has contributed to SAC. There will be no more guest speakers for the rest of the year. This will give us time to work on the bylaws, committees, and Town Hall.
- f. Wellness Points – Mandy with Human Resources is working on point structure and how the points can be earned. Please be patient with Mandy as she makes these changes.

Meeting adjourned at 1:02 pm

**Next Meeting:**

October 14, 2015

11:30am to 1:00pm

Location: Chamber Center