

CIRES Members Council Meeting

April 9, 2020 Meeting Minutes

Location: ZOOM due to COVID-19

Attendees:

- Eric Adamson started the meeting as new chair of the CMC.
- Eric James
- Molly Hardman
- Antoinetta Capotondi
- Gaby
- Jeff Johnson
- Dawn Umpleby
- Daniel Van Hoomissen
- Aaron Sweeney
- Amanda Morton
- Janice Bytheway
- Joe Katich
- Jon Kofler
- Ryan Cassotto
- Meg Tilton
- Lucia Harrop
- Michael Leon

Communications w/Fellows/Exec meetings. Eric Adamson explained that the CMC bylaws state: "For the Executive Committee the delegate is an ex officio member, and is encouraged to engage in the discussion as a Representative of the CMC, but does not have voting privileges. The delegates shall bring concerns from the CMC to the Administration and/or Executive meetings." In following up on the discussion in the March meeting, he believes that the Executive Committee is the right place for that type of interaction. Antoinetta explained that she has been attending the Fellows meetings, but that Jon Kofler has attended one. Jon explained that there is not currently a spot of time when a CMC member could present, although he believes it could be possible for them to create one. Antoinetta added that the Fellows meeting has an agenda with business. She thinks that if the CMC has some specific issue that deserves broader discussion at one of these meetings, we could ask for time to speak about it. Eric would like the delegates to keep this platform in mind for future meetings.

Direct CIRES employees to COVID-19 FAQ for guidance:

Eric explained that Christine has asked the CMC to advertise the COVID-19 FAQ page. Gaby had reached out to Christine about the COVID-19 and if there was anything she wants us to do. Christine asked us to direct people to CIRES FAQ website. Discussion ensued whether we should send out a regular email to our groups updating them on CMC news and how we disseminate information. Links:

<https://ciresblogs.colorado.edu/cires-admin/2020/04/02/cires-specific-qs-as-about-work-during-the-time-of-the-coronavirus/> and for CU at large: <https://www.colorado.edu/coronavirus/faqs> .

Where to find CMC Minutes

In discussing how the CMC shares information, questions were raised about where to find the CMC minutes now. Mistia explained that she has been working with CIRES to revise and update the CMC website. Previously, the minutes were found under each calendar event.

Shortly, the minutes will all be on one page making it easier to see all of the minutes in one place. This has been a tedious task and will take some time. In addition, the minutes and all other CMC documents are located on the Google Drive. Mistia shared the link with all CMC members during the meeting in case they did not already have it. Mistia also mentioned that the group picture on the website is very out of date. We took a screenshot of our ZOOM meeting as a possible option.

Rendezvous

Rendezvous has been officially postponed until August 14. That is the only date that Linda could get the UMC space between now and December. Dawn said that she is still hoping we can have it then because group gatherings may still not be allowed in August. There is nothing we can do with vendors until we know more. We have the huge ballroom and tent, but there is no sideroom. Dawn said that we may have to do two rounds of posters to accommodate everyone. June 30 is still the deadline for abstracts.

Outstanding Performance Awards

Michael Toy said the Outstanding Performance Awards (OPAs) committee has decided to move forward on giving out the awards and they will let the winners know in the next week. There will be a long delay between the winners finding out and the presentation of the plaques (and possibly the money). Dawn stated that she needs a copy of the winners so that she can get it to Linda so she can order the awards as the vendors start working again. Michael said that Waleed and Christine have the list and will probably get it to Linda. Eric asked if the financial component will be delayed and Michael is not sure about the financial component of the award. Eric thinks it would be good to clarify how things are going to happen. Eric suggested that at the next town hall meeting, Waleed could acknowledge the OPA winners. Lucia said that the CMC could request that the money be given out sooner and we just need to notify the HR team. Eric asked if anyone was opposed, and everyone seemed to agree. **Action Item: Michael Toy will ask Waleed to acknowledge OPA winners during the next Town Hall and begin processing the cash awards. Michael will send an email to the CMC with what he finds out.**

Eric James recalled that in previous meetings, we had also discussed the Year of Service awards and asked if there were any action items around this. Dawn said that she does not know if Linda has received the years of service list. Dawn said she would get back to us if they need anything.

Family Housing (Meg Tilton)

Meg spoke briefly with Angela Knight to see if she has heard from Family Housing regarding any updates with COVID-19. Angela said that she has not received any updates but they typically do not reach out. Meg discussed that all of the residents halls are sitting empty now and will continue to be empty over the summer. She suspects they could not be used for families because they will be in a dorm-like arrangement. However, she will check in with CU Housing to see if COVID has changed their strategy. Eric Adamson said that he is currently in family housing and he received a survey on April 2, 2020. One of the questions was the

resident's perceived status about whether they would continue living in family housing after July/August and/or would want to request an extension. He emailed them but has not heard anything since then. Eric said that it is clear that Family Housing understands that this might be an issue and that families can't really go househunting right now. Meg asked for volunteers to help on this committee. Mistia volunteered. They will talk to family housing and find out what's going on and more information on the survey. Lucia said that Angela would probably prefer to have questions go through HR.

J1/J2 Visas

Molly had some tasks for this issue, but with everything going on this got delayed. There is a hold on all visas right now and the HR Visa person is overloaded, so this might be better to do in the fall. Lucia suggested there is no additional bandwidth.

CIRES Merchandise

Aaron Sweeney had thought about sending out a survey about what types of things people would want to buy. There is an email with those images attached.

Updating the Website

We need an updated picture to put on the Website. After some discussion, we decided to take a picture of this ZOOM meeting to show that we are meeting. In the long term, we may need to find



CIRES Website

Update website:

Pics -

Roles - update roles in short term

Minutes: Where are these currently posted? The only entry on insidecires is from July, 2019.

However, other minutes available through google:

(<https://cires.colorado.edu/events/cmc-february-meeting>)

<https://insidecires.colorado.edu/admin/committees.html> is outdated and needs revision:

Notes that executive committee has two CMC members with voting rights
Description of CMC is misleading meg will address