

# CIRES Members Council Meeting

July 16, 2020 @ noon  
Online (per COVID)

Attendees: Eric Adamson, Michael Toy, Gaby Petron, Dawn Umpleby, Ryan Cassotto, Lucia Harrop, Janice Bytheway, Jon Kofler, Joe Katich, Amanda Morton, Yelena Pichugina, Adam Woods, Meg Tilton

## Rendezvous Update (Dawn)

- We received four good candidates for big presentations: 2 from CSL, both representative of large efforts; 1 from CPSTR; 1 from Outreach (MOSAIC)
- 106 posters, with ~80 participating in Q&A
- Links to Google Meets for posters will be posted online and beneath posters
- CMC members are moderating and make sure all poster authors get sufficient time. CIRES IT or Comms will have training session for moderators the week before RV.

## Telework Survey Results

- CMC members should share their results with their division leaders if they haven't yet done so. Lucia has provided aggregated results [here](#). CMC reps should share with their management any relevant overall responses from that doc, along with more specific information which came their unit (anonymously, of course).
- Ergonomic concerns – Christine provided some resources which CMC can disseminate:
  - Info on ADA requirements:  
<https://www.colorado.edu/oiec/ada-accessibility/employment-accommodations/ergonomics>
  - There was a CU HR ergonomics class on July 8
  - YouTube: <https://www.youtube.com/watch?v=ofnpBtO1-gA>
  - CU HR has free Lynda.com classes, and there are ergonomic classes there:
    1. Log into <http://mycuinfo.colorado.edu/>
    2. Under the CU Resources tab – go to training
    3. Click on LinkedIn Learning
    4. Once in – search for “ergonomics”

## OPA Guidelines (Michael)

Several possible changes to the guidelines are being considered:

- Notification Timeline – the current procedure is that the CMC is notified of winners before the winners themselves are notified. This ruins the surprise for any CMC winners. A suggestion was made that the CMC's OPA committee get notified of the winners right away, but the larger CMC not be notified until after the winners hear. *Action: Michael will reword guidelines and CMC will review.*

- Eligibility:
  - The current awards exclude undergraduates, graduate students, and post-docs.
  - Faculty who no longer work for CIRES are excluded from the monetary award component (*Meg's note* – I found CMC decision on this [here](#)).
  - CMC discussed whether the above should be changed, especially given the importance of inclusivity.
  - History: in 2017, the CMC unanimously passed two motions to 1. make post-docs eligible for OPA awards and 2. to allow graduate students to be eligible for an OPA award if they are part of a nominated team (see [here](#)).
  - Amanda suggested the following language: “Research associates, research scientists, and post-docs who are CIRES employees are eligible for OPA awards.” We will wordsmith via email and vote on it later.
  - *Other Actions: Joe and Eric will talk to Christine about eligibility. Meg will email Mimi Hughes to see if there was any further progress/discussion back in 2017. Once we get this information, Michael may contact HR to find out if students and post-docs have any restrictions on them. (Lucia says there aren't restrictions on the monetary awards)*

Another suggested change to the OPA guidelines is to ask nominees to detail each individual's contribution to the team. If we broaden award eligibility, this will ensure that students and others involved all made a significant contribution.

Michael will review the OPA guidelines in general and send suggested changes to the CMC as a Google doc. **UPDATE** on 7/17: Michael has edited the OPA Guidelines ([here](#)) and the OPA Timeline ([here](#)) per our discussion. All of the CMC has editing privileges, so feel free to mark up and comment.

## Family Housing (Eric)

- Family Housing abruptly announced that there will be no possibility for residents to request extension, even in light of ongoing complications relating to COVID-19 and housing search.
- At least 2 CIRES employees are impacted by this, but hard to get accurate accounting due to restrictions on HR and personal data
- Christine, CIRES HR are well aware and attempted to find resolution with housing office with no success
- Verdict -- Heartless and just all-around really crappy decision on GFH's part!

## Salary Inequities (Gaby)

Gaby received a concern from someone in her division about salary inequities and a request for greater salary transparency. CIRES does provide out-of-cycle raises to address inequities, and Lucia noted that HR evaluates all incoming employees to ensure their compensation is appropriate. Part of the issue is Boulder's high cost of living, which CIRES cannot do much about. Recommendation is for employees to be proactive in asking managers about out-of-cycle adjustments. Employees can also ask HR to provide them with information about how their compensation compares to that of their peers.

Eric A. also voiced a concern that Position Descriptions from ASAs do not always evolve over time as they should or can be vague and not detailed enough regarding increased responsibilities over time etc. *Action: Lucia to check with HR about why some position descriptions have not yet been uploaded to the system.*

## Miscellaneous

- CMC Members should verify their phone and office location on their [website](#) profiles
- CU Bikes – will be discussed at next meeting, as Mistia is absent
- Family Housing decided NOT to offer extensions to any faculty whose two or three-year terms are expiring. This news came as a surprise to CIRES and the CMC, which had been trying to improve communication. HR tried to obtain extensions for a few individuals but was unsuccessful.
- Bylaws – will also be discussed at next meeting, as people have been too busy to review
- Eric James's [spreadsheet](#) of CMC emails is working well, so CMC members should use this to share docs etc.
- Next CMC meeting will be in August after Rendezvous. Agenda to include revisions to OPA guidelines, CMC representation, bylaws, and updates from the mentoring program.