

# CIRES Members Council Meeting

Minutes

**April 22, 2022**

11:00 AM -12:30 PM MT via Google Meet

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Y/N	CIRES Section	CMC Member	Role
Y	CSL	Yelena Pichugina	Delegate for Fellows Council Career Track Committee Rep
N	CSL	Siyuan Wang	
N	East Campus	Agnieszka Gautier	Secretary
Y	East Campus	Molly Hardman	Vice-Chair
Y	East Campus	Tyler McIntosh	
N	East Campus	Mistia Zuckerman	Delegate for Executive Committee
Y	GML	Matt Gentry	
Y	GML	Gaby Pétron	Chair
Y	GSL	Eric James	Membership Chair
Y	GSL	Man Zhang	Rendezvous Vice-Chair
	Main Campus	Ryan Cassotto	Delegate for Executive Committee
Y	Main Campus / IT	Meg Tilton	Rendezvous Chair
Y	Main Campus/HR/Adm	Jimena Ugaz	
Y	Main Campus/ E&O	Daniela Pennycook	
Y	NCEI	Sam Califf	
Y	NCEI	Chuck Anderson	
N	PSL	Janice Bytheway	Mentorship Chair
Y	PSL	Chesley McColl	OPA Chair
Y	SWPC	Hazel Bain	Mentorship Vice-Chair
Y/N	CIRES Section	Liaison	Role
Y	Admin	Lucia Harrop	Administrative Liaison
	CIRES Section	Guests	
	PSL	Hui Ding	
	NCEI	Kelly Carignan	

11:04 PM *Meeting called to order.*

## Reports

- **Secretary** (Agnieszka; Meg filling in for today for notetaking)
  - Not discussed as Agnieszka was absent. Notes from previous meetings below.

- Discussion: There was a desire expressed to finalize/update Bylaws and roles and responsibilities. CIRES and CMC by-laws are in conflict over how many CMC reps are on the Executive Committee, so this is a good time to revisit by-laws.
    - Who volunteers to lead/serve on a subcommittee?
      - Chuck
      - Eric
      - Molly (serve, not lead)
  - Goal: recommendations before fall
  - Action completed: Aaron passed along a list of unfinished documents/tasks to new Secretary.
    - Create a folder with drafts to be finalized and approved by CIRES Directorship
- **Membership (Eric J.)**
    - The web page for [CMC Members](#) is now up-to-date with our new members.
    - CIRES cluster numbers are here: [spreadsheet](#).
    - Adam Manhood (our SEEC representative) is leaving CIRES, and he has recruited Tyler McIntosh as his replacement. Tyler introduced himself during the meeting.
    - Action: Ideas for new visual on main CMC webpage. Old zoom meeting photo is outdated now. See more under the “Rendezvous” section.
- **Outstanding Performance Awards (OPA) (Chesley)**
    - OPAC Actions:
      - OPA CMC and CIRES IT & Admin [Shared](#) Timeline
      - Committee is going to put together some recommendations, which I would like to present in a future CMC meeting.
      - Follow-up: smaller group discussion (date TBD) on lessons learned from this year’s OPA.
      - We will meet in May or June to accommodate people’s schedules. Chesley will pass along an invitation to CMC.
- **CIRES Rendezvous (Meg and Man)**
    - CMC reps needed to help at Rendezvous event – sign up [here](#).
    - [RSVP for luncheon now!](#) Tell everyone.
    - We should review CMC info for Rendezvous, which will go on program, and site photo:
      - <https://cires.colorado.edu/about/institutional-programs/cires-members-council>
      - Anyone have artwork suggestions for persistent artwork on CMC main webpage?
    - Rendezvous is **May 13th**, with final posters due **Wednesday April 27** so they can be posted online beforehand.
    - See <https://ciresevents.colorado.edu/rendezvous/> for details, including schedule.
    - CIRES Exec committee CMC representation needs to have 2 complementary individuals
    - Change artwork for CMC introduction page (contact Meg and Eric)

- Get photos at RV
- Word cloud

- **Mentorship Program (Janice, Hazel)**

- Bianca Baier from GML has agreed to join the mentorship committee. Courtney Peck from NCEI will also join. Carrie Wall Bell will step down.
- Training on goal setting and career planning this afternoon. It will be recorded.
- Pre-Rendezvous social hour May 13, 10:00 AM UMC 415/417

- **HR programs, training and other career building opportunities (Jimena, Lucia)**

- Mentorship training today.
- ASA training will be May 9 10am.
- Fewer trainings over the summer because of employee travels/vacations
- Stay interview training offered by CU is quite good and may be useful for many supervisors/group leads.
- Updates re. CIRES compensation analysis? Project is underway, but no results to report yet.
- Contact Jimena if you have ideas for future training.
- **Action: To discuss at May meeting**, when Lucia is here: Housing situation in the "commute area" for CIRES and future work arrangement. Cost of housing increases faster than salaries. Telework days mean no commute. Impacts of CIRES / CU policies and salary levels on recruitment and retention. *Please think about these issues for discussion at our next meeting*

- **CIRES reintegration (Gaby)**

Waleed just sent an email to DSRC CIRES employees. Not everyone in CIRES HR has seen the email. CIRES is not adopting DOC telework requirements but is leaving it to supervisor and supervisee to discuss. Anyone who is 100% remote will need approval from CIRES. This is good news, because many CIRES people were worried about CIRES adopting DOC restrictions.

The CMC should gather info from their clusters on the following questions. CMC reps are welcome to send out the survey Gaby put together or to obtain feedback from their units as they deem appropriate.

- How is it going for different units and different employees?
- What are major and minor challenges faced by employees?
- How are disagreements handled?
- What solutions have been co-created/found?
- Do we need to have a subcommittee to support the process from the employee side?

**Considerable discussion on this topic, including:**

1. Feedback from NOAA is that flexibility offered by CIRES is two-edged sword:

- Little guidance for supervisors, no adjudication. *Jimena response*: HR needs to come up with guidance, in part because this is an equity issue if supervisors are not consistent in their policy.
  - CIRES' flexibility allows some supervisors to be much more restrictive than others. Supervisors have not traditionally had this much control over their employees' work modalities.
  - Feds can get grumpy about having to be in the office more than CIRES.
2. Also, lots of questions about equipment and space for remote employees. More people want laptops now. What is CIRES expected to fund for fully remote employees?
    - Lucia: most divisions allowing laptops. Feds provide one laptop typically. Additional computing only supplied via employees' grant funds. CIRES generally will look to Federal partners to support telework.
    - Lucia: Supervisors who are unsure how to handle employees should reach out to Christine, Angela, etc. because support is available. Employees who feel supervisors are being unfair should also reach out.
  3. One overall difficulty about returning to work: employees need more transparency; at the same time, individual situations will vary tremendously and there will not be a set policy.
    - Might be helpful for supervisors from the same lab to get together to discuss issues. Need to think about how to support employees. CMC will also involve Susan Sullivan, because of the equity issues involved.
    - People should attend upcoming Town Hall.
    - Part of issue is that people are worried to speak up because they are concerned about retaliation, potentially from a federal partner.
- **Diversity, Equity, and Inclusion (Mistia)**
    - Discussion postponed (Mistia not present)
  - **CIRES Chair's Update (Gaby & Molly)**
    - Gaby met with Christine in early April.
    - Christine thanks Rendez-vous organizers for extending poster submission deadline
    - Gaby asked for update on salary equity compensation HR project
      - Christine was going to check with HR what can be said. We can ask Angela to give an update at the Town Hall next week.
    - CIRES reintegration and work agreements
      - For DSRC based staff: working with lab directors
      - Will take time
      - Ask for flexibility
      - Telework guidelines from CU are at Department/Institute level
    - OPA

- OPA Chair is working on shared timeline
  - Clarify who is in senior management and if they are allowed to write a letter of support
- IRP results announcement at the end of April
- Career Track Promotion results expected May or June. 70 applications received.
- Cooperative Agreement with NOAA may be in place in May
  - Annual report to NOAA, due date coming up in June
- CIRES Admin will be back at DSRC:
  - Any requests/comments from CMC on what days and times work best?
  - Gaby suggested they have a public calendar so people can see who will be there when and make appointments if needed
- **Anonymous Feedback (Lucia)**
  - We have some, but responses not posted yet. Lucia will keep CMC updated. Many of the new postings concern questions about returning to the office & telework.
- **Fellows Committee Report (Yelena)**

Yelena made the update privately to CMC.

## Actions

- Subcommittee to finalize ByLaws
- Reps will [sign up for Rendezvous tasks](#). Please be present at the welcome booth to help during Rendez-vous registration outside the UMC Ballroom between 11am and 11:30am.
- Get photos at Rendez-vous for CMC webpage
- Connect with your unit to see how reintegration is going, encourage dialogue and open communication, be a relay for larger group discussion to guide CMC's next steps to support employees and the process.

## New Issues

- New topics or concerns

*Please enter a short summary for new items you would like to bring up to the CMC here. As time allows, we will review the list and decide how the CMC can try and help. Also email Gaby so she can make sure to allot time for this!*

1. CIRES supervisor 360 evaluation (*Not discussed today. Carry forward to the next meeting.*)
2. CIRES @ CU and NOAA GHG emissions tracking and mitigation. If you are interested in this topic, please contact Gaby. We will have a first meeting with interested parties later this summer (July 2022). (*Not discussed today. Carry forward to the next meeting.*)
3. Public employees in Colorado do not currently have the right for their labor unions to be recognized by their employer. There are discussions about collective bargaining rights for public employees happening among CO legislators, local labor unions, and

in the press now. A bill was written but has not yet been proposed. There is a risk that the bill will be proposed but changed so much that it restricts public employee labor rights more than it expands them. You can read more here: <https://www.cwa7799.org/cb22>. *(Not discussed today. Carry forward to the next meeting.)*

Next Meeting: May.

12:31 PM *Meeting adjourned.*