CIRES Members Council Meeting
Minutes
Jan. 17, 2023 12:00 -1:30 PM MT via Google Meet

Google Meet: https://meet.google.com/vee-dwjy-cji +1 502-443-0399 PIN: 491275827#

Y/N	CIRES Section	CMC Member	Role
Y	CSL	Yelena Pichugina	Delegate for Fellows Council Career Track Committee Rep
Y	CSL	Siyuan Wang	
Y	East Campus	Agnieszka Gautier	Secretary
Y	East Campus	Molly Hardman	Delegate for Executive Committee
Y	East Campus	Tyler McIntosh	
Y	East Campus	Audrey Payen	
Y	GML	Aleya Kaushik	Vice Chair
Y	GML	Gaby Pétron	
Y (partial)	GSL	Jeff Duda	
Y	GSL	Eric James	Membership Chair
Y	GSL	Man Zhang	Rendezvous Chair
Y	Main Campus	Ryan Cassotto	Delegate for Executive Committee
Y	Main Campus / IT	Meg Tilton	Chair
Y	Main Campus/HR/Adm	Jimena Ugaz	Mentorship Vice Chair
Y	Main Campus/ E&O	Daniela Pennycook	Membership Chair
Y	NCEI	Sam Califf	
Y	NCEI	Chuck Anderson	Rendezvous Vice Chair
Y	PSL	Hui Ding	
Y	PSL	Janice Bytheway	
Y	PSL	Chesley McColl	OPA Chair
Y	SWPC	Hazel Bain	Mentorship Chair
	CIRES Section	**Liaison**	**Role**
Y	ESRL	Lucia Harrop	Administrative Liaison
	CIRES Section	**Guests**	
Y		Caitlin Ruby	
Y	IT	Rachael Fritchie	

12:34 PM *Meeting called to order*

Reports

Secretary (Agnieszka)

- o Nothing to report

Membership (Daniela)

- o Engagement: New members and those not assigned to committees will report in about activities/roles they'd like to be involved in
    - ▪ Tyler McIntosh would like to be involved in mentorship
        - ▪ Also CIRES Justice, equity, diversity, and inclusion JEDI
    - ▪ Jeff Duda is also interested in mentorship.
    - ▪ Audrey is still trying to figure CMC out and committees; but interested in pay, equity and transparency, also hoping to improve application instructions for promotions. Need better guidance.
        - ▪ May be good to speak Jasmine, CIRES HR
        - ▪ Guidance for admin positions is weak relative to that for researchers.
        - ▪ Agnieszka & Audrey to put something together to bring to Jasmine
    - ▪ Jeff Duda and Hui Ding as alternate to join OPA
- o The web page for CMC Members is updated.
    - ▪ Need to add Audrey Payne from NSIDC
- o CIRES cluster numbers are here: spreadsheet.

Bylaws (Bylaws group)

- CMC has run draft by Waleed, Maggie, Christine and HR (Jimena) for final comments:
    1. Waleed's comments – mostly strengthening language regarding expectations
    2. Maggie's comments – consistency with CIRES Bylaws, and ensuring definition of "CMC Members" in CIRES Bylaws doesn't conflict with anything in the CMC Bylaws
    3. Substantive changes:
        1. Executive Committee reports; CMC closed sessions (no longer doing either)
        2. Temps and Working Retirees covered by CMC
- Meg to add to Bylaws Document.
- Agnieszka to send out a vote to pass or deny changes.

Fellows Committee Report (Yelena)

- o Next event: 19 Jan (rescheduled IRP). Ryan will be attending.

CIRES Rendezvous (Man and Chuck)

- o The official date for Rendezvous 2023 is **Tuesday, May 16th** with set-up for poster boards, etc the day before.
- o We will need CMC volunteers on Monday and Tuesday!
- o The first 2023 Rendezvous Kickoff meeting is via Zoom on Jan 19 2-3pm. Linda, Chuck, and Man will review Rendezvous 2023 timelines. Let them know if you want to join and they will send the link.

Topics for Upcoming Chairs Meeting with Christine (Aleya, Meg)

For Jan/Feb meeting with Christine:

1. Working from home is not possible for some people (e.g. during inclement weather or when the DSRC site is closed)
   - Child care is also closed when the site is closed? So people are home taking care of kids while trying to work.
   - PSL: can only log in and work from home with NOAA laptop
   - Does this conflict with the CA? Can CMC get a rep on the CA committee (could be confidential)?
   - Issues: lack of access to equipment at home, inequity with fed employees, no office space for WFH, no access to childcare
2. Resources for people affected by flooding and weather-related catastrophes. What if IT services are down? Are there adequate backup plans in place? Offsite archives are not as easy to retrieve.
   - CIRES IT will have virtualized backups on East Campus (but this is not helpful if the whole campus goes out)
   - We should check with our own IT clusters. How long would it take to recover from servers crashing? Plan should be made clear to all lab members especially including CIRES folks
   - Emergency requests can be directed to CIRES IT
3. CIRES leaders putting pressure on employees to be in the office. Policy is to let the CIRES supervisors decide so we can't interfere. Can push back against requests from NOAA higher-ups. We can inquire about demands during covid high/medium. Any feedback from senior management?
4. Additional info for supervisors to assist/enable working from home for their supervisees. CMC is forming a working group. Supervisor-360 is really important.
5. Discuss any of the anonymous feedback?
   - New items: see **working in office vs. from home** section

Working in office vs. from home

- o During COVID high, NOAA informs employees to stay home unless a mission-critical situation requires in person work.
- o Within different CIRES clusters, the message varies.
- o Let's get feedback regarding this issue from our groups
    - Should we set up a separate committee to discuss this further?

- Fed policy requires telework when DSRC is closed. This is an inequity for those who work in the office. Feds should not be asked to work from home as weather has trickle-down problems for all involved.
    - For those who work in the office, there is a requirement to be prepared to work from home when campus closes from weather. Some are not prepared.
    - NOAA employees are still CU employees. There should be equity in policy for all CU employees regarding inclement weather.
    - This needs to be brought up to Christine.

Outstanding Performance Awards (OPA) (Chesley)

NEED CMC volunteers: Super Fun and inspiring to see all the work that is taking place at CIRES, would entail ~ 10 hours from **February 27 to March 3** when the OPA committee meets to discuss nominations and make selections.
- CMC Actions: Please reach out to your constituents asking for volunteers. Would be great to have extra volunteers because some of them might be nominated, and need to recuse themselves.
- OPAC Actions:

   Adding one week to the timeline because of late OPA announcement
    - Updated 2023 Timeline is here. The Highlights are:
        Feb 15: Nominations close
        Feb 24: Support letters due
        Feb 27 to March 3: OPA Committee selection period
        May 16 (Tuesday): Rendezvous

Mentorship Program (Hazel and Jimena)
- Year 4 is underway
    - Planning underway for this year's training events
- Program is running smoothly.
- Request for project management through the mentorship program
    - CU has these trainings available but for a fee
    - Schedule will be sent out and will be free for everyone in CIRES
    - Trainings will be 1.5 hr

HR programs, training and other career building opportunities (Jimena and Lucia)
- Recordings and slides from past training sessions are here.
- Two Diversity, Equity & Inclusion trainings, not required, but encouraging participation. (January 30, 2023 and February 6, 2023)
- Supervisor trainings series
    - Best practices for Supervisors, (CIRES HR) Feb 13
    - Performance management, Kelly Leandro, central HR, Mar 13, 2023

- ▪ Hiring and Supervising Foreign Nationals, Janet Garcia, April 4, 2023
  - o Training sessions for 2023 have been loosely defined. About 1 per month.

- Python course from Earth Lab: There is an "Earth Data Analytics Professional Certificate" offered through Earth Lab (https://earthlab.colorado.edu/earth-data-analytics-professional-graduate-certificate?utm_source=geog-pr&utm_medium=website&utm_campaign=certificate-2022&utm_id=certificate-2022).
  - o This Certificate is not covered by the CU tuition benefit. When I emailed them to ask, this is the response I got: "Unfortunately, the staff tuition benefit cannot be used for the Earth Data Analytics – Foundations professional graduate certificate. This is because all certificate students must enroll in the Continuing Education sections of the courses and the staff tuition benefit can only be used for Main Campus courses. Some staff inquire about taking the Main Campus sections of the first two courses, and while that is theoretically possible, each course in the program consistently has a long wait list of undergraduate and graduate students, so it's difficult to ensure you'd be able to enroll in the courses."
  - o They clarified that you can self-pace yourself through the materials ("Regarding earthdatascience.org, yes—that is the best place to cover some of the topics by yourself! That website has most of the content taught in the first two courses of the certificate (Earth Analytics Bootcamp and Earth Analytics) as part of our mission to advance open education. The main difference between the website and the formal certificate is the experience of being a student and having instructors who can help you, weekly class time, and graded assignments. So the website is great place to start if you're looking to get started!")
  - o Tyler also pointed out that the tuition benefit would (probably) cover the Main Campus sections of the first two courses, but Earth Lab thinks the enrollment might be difficult due to high demand. But that could be an option if someone wants to officially take the class.

Diversity, Equity, and Inclusion (Daniela)
  - o Nothing to report

New Issues

- Bus situation for local commuting
  The RTD express route FF2 has been temporarily suspended. https://www.rtd-denver.com/services/flatiron-flyer

- CIRES and CU have their own promotion tracks. How do they relate? Should people who have the CIRES senior track apply to CU if they have not been updated within the CU system? Can CIRES send over information of CU regarding updating position titles within CU?

Action Items

1. CIRES supervisor 360 evaluation

   - What can we do as the CMC to figure out something specific and actionable?
   - What happens when supervisors are not mentors?
   - Subcommittee consists of Daniella, Lucia, Chuck, Aleya, and Gaby

2. Bylaws vote
   Secretary to send out bylaws document for review and final vote

3. Agnieszka & Audrey to put together ideas of how to improve application for service promotions

14:00 PM *Meeting adjourned*