

CIRES Members Council Meeting

Minutes

May 15, 2023

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

Google Meet: <https://meet.google.com/vee-dwjy-cji>
(US) +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
N	East Campus	Tyler McIntosh	
Y	East Campus/NSIDC	Audrey Payne	
Y	GML	Aleya Kaushik	Vice Chair
Y	GML	Gaby Pétron	
Y	GSL	Jeff Duda	
N	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	Chesley McColl	OPA Chair
Y	SWPC	Hazel Bain	Mentorship Chair
	CIRES Section	Liaison	Role
Y	ESRL	Lucia Harrop	Administrative Liaison
	CIRES Section	Guest	Role
Y	SWPC	Mariangel Fedrizzi	
Y		Rachel Fritchie	Admin
Y	NCEI	Kelly Carignan	

Meeting called to order: 11:03

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Reports

- **Secretary (Agnieszka)**
 - Bylaws official and are [posted on CMC portion of cires website](#).
 - Document has been created with suggested edits to promotion application, specifically for the non-scientist tracks.
- **Membership (Daniela)**
 - Hazel stepping down in May 2023; will need a new SWPC representative.
 - Working on replacement. Next month (May) and Rendezvous are her last meetings.
- **CMC Documents and Preserving Google Docs (Meg)**
 - CU has recently migrated to OneDrive, also limiting storage space on Google Drive to 5GB. NOAA does not have the same limitation. CIRES IT owns the “CMC CIRES Members Council” Google folder, which is good.
 - Storage works as follows: docs in folder count toward storage of file owner, not folder owner.
 - Plan is to transition a handful of important documents over to CIRES IT as owner. This way they will never expire. There is some concern about confidential materials. Perhaps having a CMC personal account? Daniella may be able to assist and help manage the shared drive if needed.
 - Email Meg if you know of Documents that need to be preserved.
 - Transition will happen after Rendezvous.
 - Going forward, when someone leaves CMC they should make sure any important documents they own are also transferred to CIRES IT owner.
 - **Action:** Meg will ask Nate about creating a CIRES CMC Google account so this account, rather than CIRES IT, can own CMC Google docs.

- **CIRES Rendezvous (Man and Chuck)**
 - Remote option via YouTube: https://www.youtube.com/watch?v=_lfiG4UNbiM
 - Results of remote-access survey (Meg)
 - Volunteer schedule [here](#).
 - **Check updates for:** <https://ciresevents.colorado.edu/rendezvous/>
 - Inaugural Run-dezvous was approved by CU and is happening. The event is being led by Barry Eakins.
 - Survey results regarding remote links for Rendezvous will be sent out. Survey results post Rendezvous may help inform how to proceed in future regarding remote access.

- **Telework Subcommittee [Tasks for Rendezvous 2023](#)**
 - Meeting on May 12th was canceled due to Chuck being out of office.
 - Will meet next month
 - Notes from the previous CMC meeting are below...
 - Our Focus: interface for issues related to telework
 - Find out most pressing issues (internal poll among clusters)
 - Keep a centralized log of training/resources for hybrid/telework
 - Follow up with HR as needed (e.g. about 'working on bus')
 - Get more diverse representation on the committee?
 - What is the best approach to get input CIRES-wide?
 - Potential poll questions
 - What challenges are people facing? (We can't do anything about housing.)
 - What can we do? What resources do people want?
 - As a supervisor, what are you comfortable with? Do supervisors need more training? Talk to Lauren Harris about setting expectations, communicating with employees about comfort level
 - Encourage doing/reviewing the hybrid team training resources from Lauren Harris
 - Notes for CMC discussion
 - Can we do anything about salary caps in some groups? (Especially in the Boulder area) raising awareness is good
 - Required number days on site, does this mean 8 hours on site each day? (Waleed says defer to supervisor)
 - Define more formal criteria for telework? How can this be folded into the ASA (ask HR)? e.g. evaluative criteria for telework modality
 - Impacts at the senior management level - only seen where there are recruitment/retention issues
 - Job postings are very job-specific, but maybe we should have a telework section laying out the ground rules for any position (check with Jimena), e.g. 'hybrid-eligible, expected to be in office X number of days.
 - Support for in-lab people/equity issues (does this impact recruitment/retention?)

- **Chairs Report (Aleya and Meg)**

- **Met with Christine on May 2, 2023**

- Logistical issues with trying to do both in-person and remote options
 - New GML director hasn't met with CIRES yet
 - GML unofficial coffee/tea meet-up went well
 - Christine is following up about possibly having stipends for CMC to host such gatherings.
 - Google docs for CMC files (IT is dealing with this)
 - CIRES strategic plan - poster at Rendezvous, please comment
 - QR code on poster where people can provide feedback
 - Pubs will need to be open access within a year

- **Email Exchange with Angela about Working on Bus (Meg)**

- Angela checked w/Central CU HR. They do not have a formal policy but they do have a protocol, which is that work should take place at work site (office or home office). Various rationales given for this.
 - Still some flexibility for individual supervisors.
 - Angela will check in with the CU Senior Management Team about this on May 18 to determine CIRES final guidelines.

- **Outstanding Performance Awards ([OPA](#)) (Chesley)**

- Nothing to report

- **Mentorship Program (Jimena)**

The Mentorship Program is actively recruiting for committee members. Specifically, we have openings for representatives in SWPC, E&O, GML and PSL. Four current members from these clusters will be leaving in the next few months. Hazel is stepping down as chair. The committee has only eight members.

- Commitment levels are estimated at 1-2 hours per month from Oct through May and 2-4 hours per month between June and September. Please reach out to ciresmentoring@colorado.edu if you are interested in serving on the Mentorship Committee. It is a great opportunity to help guide a successful CIRES program.
 - The committee would like two **CMC members** to help fill these roles, one at the Chairperson level, and two additional members from the broader (non-CMC) community. We are asking CMC reps to include this announcement in the email body of this month's minutes announcement.

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

- ASA season is underway. All training recordings are posted with slide decks [here](#).
 - Meeting last week, 65 attendants.

- **Diversity, Equity, and Inclusion (Daniela)**
 - Still looking for the right person to connect with from CIRES for DEI updates.
 - Search committee for DEI Director is underway. 18 candidates, down to 9 for step two. Good diverse list of people interested.
 - Inconsistent guidelines created challenging search.

- **Fellows Meeting (Yelena)**

Held on April 20, 2023

Waleed: Announcements and Updates

- Update on Geodesy candidate
- Update on mini retreat (April 15)
 - Waleed gave an update on the retreat outcomes and summary of how to advance the four strategic imperatives.
<https://cires.colorado.edu/about>
- Cooperative Institute Directors meeting (May 31)
- Meeting with NASA Associate Administrator
- Meeting with NASA Science Mission Directorate Associate Administrator
Space weather focus

Katy Human: Communications Update

Interesting stories and science at the CIRES site (cires.colorado.edu/news)

New members of the communications team.

Stephanie Maltarich (Science writer and content producer)

Lauren Lipuma (Editor) [*she is at NOAA every Tuesday and Thursday*]

Discussions

1. Faculty top Priorities:
 - Global change ecology and remote-sensing applications to ecosystem science
 - Human health in a warming world
 - Cryosphere and Climate Scientist
 - Coupled Social-Environmental Solution Analysis
 - Environment and Human Health
 - Enabling Discovery with Optical Sensing
 - Geomorphology and Earth-surface dynamics
2. Innovative Research Program 2023. Received 17 applications
3. Next year's guidance to be updated to include:
 - Include information session and template / recommendations for proposal framework
 - Clarify interdisciplinary for judging purposes
 - Provide feedback to those not recommended for funding (this year)
4. Fellows up for re-appointment (5 fellows):

- **VISA issues (Siyuan) (Update from Jimena)**

CIRES research scientists appear to be treated differently than tenured track professors at CU, at least from some CIRES employee perspectives. This may be related to how the positions of employment are viewed: permanent vs. time-sensitive.

- Janet provided feedback to Jimena. Janet would like to discuss the different timelines for CIRES vs government requirements.
- Janet will meet with the people interested and discuss details
 - Faculty have more security regarding VISAs than associate or research scientists. It gets more unstable when funding runs out.
 - The responsiveness issue may actually be outside of CU HR like at the state or government level.
 - If there are delays, the CMC may be able to assist to elevate these issues.
 - There are resources available, including a recorded training.
- Jimena will check in with Janet to decide on the preferred format/medium to present/reach the majority of those interested.
- How can we make this information more accessible? [HR 2023 Foreign National Training](#)
- Are there CU lawyers who can assist with VISA issues? Or also cultural conflicts that may present themselves in everyday matters?
 - Nope; CU does not provide legal services to employees.

- **Honoraria (Ryan)**

Background: Knowledge sharing on how and when to ask for one. (CIRES members going to external organizations; as soft-funded employees, how do CIRES scientists/members engage with these external organizations to have compensation for their time?) Gauging interest within the broader CIRES community about creating a guideline document around the subject? Beneficial to early- or mid-career people?

- Ryan will work on this over this summer.

- **Anonymous Feedback (Lucia)**

All entries are posted and have been emailed to the committee.

- Nothing new

New Issues

Please enter a short summary for new items you would like to bring up to the CMC here.

- **Bus situation for local commuting (Molly & others)**

The RTD express route FF2 has been temporarily suspended. <https://www.rtd-denver.com/services/flatiron-flyer>

Molly Hardman – point person. We will check with her.

- Less school buses in BVSD and other neighboring districts.
- CU housing is now charging for monthly parking fee
- If working on commute, that counts as work time.
- Does CU or BFA sustainability committee have a transportation committee?
- Bus passes are not a valuable benefit for a lot of people.

- Van pool program may be an option.
- Guaranteed ride home: In order to support sustainable transportation options, CU provides a **free** taxi ride home in the event of an emergency or work schedule change (limited to CU Boulder and CU System faculty and staff). <https://www.colorado.edu/pts/transportation/guaranteed-ride-home>

Action Items

- Siyuan to get concrete details and data regarding VISA experience.
- Meg to discuss with Nate about creating a CMC folder.
- YouTube link to be posted on Rendezvous site (Meg).
- Send Rendezvous remote access write up will be sent out to CMC (Meg).
- Jimena to ask if Christine has any more updates on compensation adjustments.

12:21 PM *Meeting adjourned*