

An aerial photograph of a university campus. In the foreground, there are several large, multi-story buildings with light-colored facades and dark roofs. A large green lawn is visible between the buildings. In the background, a range of mountains with some snow-capped peaks stretches across the horizon under a clear sky. A yellow banner is overlaid on the left side of the image, containing text.

Immigration Response Reminders, Resources & Safety Updates

Johanna Blickenstaff, Vice-President Strategic Communications & Marketing
Cathy Buckley, Director Campus Safety
Rosalie M. Rodriguez, College Diversity Officer

Resources & Reminders

Institutional Equity & Belonging Webpage:

<https://ccweb.coloradocollege.edu/ieb/resources.html>

- Immigration Attorneys
- Know Your Rights Cards, flyers, hand outs

CC Sponsored Trips Policies & Training – Drew Cavin

Any excursion involving students, leaving the boundaries of campus, done by groups or individuals, that is funded in part or in whole by Colorado College (including funds from external grants), or where students are receiving credit for any experience, or where no funds but significant administrative structures support the experience. Students doing research under the direction of a faculty member, for credit or not, are also covered by this policy.

Docu-Mart Print on Demand Resources

- Know Your Rights Cards (English, Spanish, Chinese, French, Korean)
- Family Preparedness Packets
- ACLU Border Rights
- AILA Electronic Search

Know Your Rights Bin Installation

Red posters with Know your Rights cards in English, Spanish, Chinese, French and Korean will be placed across campus by the IEB staff.



•Immigration Response Guidance



Access to Colorado College campus and buildings

While CC is a private institution, areas that are open to the general public are not restricted. It is important to note the distinction between public access and restricted areas on campus.

Access Categories:

Steps to take if approached or contacted by Immigration and Customs Enforcement or other Law Enforcement

To protect the privacy and safety of our community, we have established processes and designated college officials to respond to queries by external agencies or individuals. If you are approached by Immigration and Customs Enforcement or other external entities:

1. Stay composed to avoid escalating the situation.
 2. Protect student and employee privacy.
 - Do not answer questions or provide personally identifiable information about yourself or anyone else. Personally identifiable information includes name, contact information, class lists, student schedules, etc.
 - Comply with [FERPA](#) and [HIPAA](#) regulation by not disclosing private information to entities from outside the campus.
 3. Contact Campus Safety.
 - Inform the external agent(s) that you are not obstructing their process and that you will contact Campus Safety, who will respond to their inquiry (Ask for a business card, name, etc.)
 - Call Campus Safety at 719-389-6707.
 - Inform Campus Safety of your location and an officer will come to your location.
 - Please note that you are not required to answer questions or speak to an immigration officer.
- External agencies or individuals will be directed by Campus Safety to the appropriate designated college official.**
- CC has designated Cathy Buckley, Director of Campus Safety, to respond to external law enforcement agencies.
 - Designated Official Phone Number: (719) 389-6962
 - CC has designated Phil Apodaca, Registrar, to respond to student record/data requests
 - Designated Official Phone Number: (719) 389-6613
 - CC Has designated Ryan Simmons, VP for Human Resources to respond to employee record requests
 - Designated Official Phone Number: (719) 389-6202
 - Email: hr@coloradocollege.edu

Public Access	Restricted Access
<p>Description: Public access areas are open to the general public and where entry is not restricted. Public-access buildings may be locked outside of regular operating hours.</p>	<p>Description: Restricted access buildings require a key card or have locked doors.</p>
<p>Examples: Robson Arena, Worner Campus Center, Fine Arts Center, outdoor walkways, grounds, and parking lots</p>	<p>Examples: Residence halls, administrative and academic buildings/offices</p>
<p>ICE/Law Enforcement Access: ICE or other law enforcement may enter public areas without permission.</p>	<p>ICE/Law Enforcement Access: Valid judicial warrants, signed by a judicial officer, are required to enter these spaces. Access must be granted within the scope of the warrant. Administrative warrants from the Department of Homeland Security require permission from CC to enter restricted spaces.</p>

Campus Safety

Designating Public vs Private through locking

Territorial Markers -

Enhanced lining of campus with signs that say it private property including basic rules (tobacco-free, free, etc.)

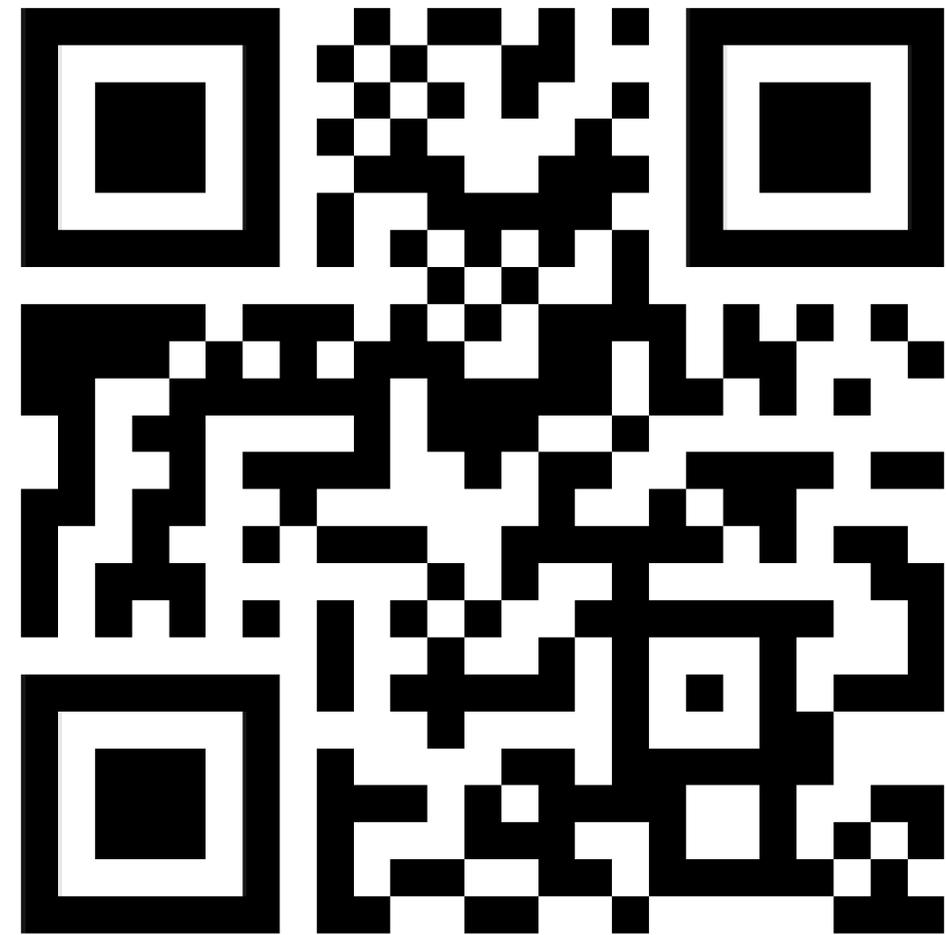
Script for People who answer phones (Worner Desk, Admissions, etc.)

What info they can or cannot answer and how to respond

Training for Campus Safety on how to interact with immigration enforcement and current concerns

Updated Guest Policy (Differentiating guests, contractors, conference attendees, admissions visitors, etc.)

Colorado Immigrant Rights Coalition





GROW THE GOOD WEEK

coloradocollege.edu/growthegoodweek



ANNUAL GIVING 101

The Office of Annual Giving leads campus-wide fundraising initiatives that supports priorities across CC.

Annual Giving is Responsible for:

- Fundraising strategy
- Operational support
- Stewardship of gifts up to \$25,000

Most recently, AG has expanded to support:

- Affinity-based initiatives
- Donor services
- Stewardship campaigns
- Building a culture of philanthropy on campus



**BUILT
TO
BLOOM**

GROW THE GOOD WEEK

March 2–6, 2026

Grow the Good Week is our new spring giving week that **supports any area of the college** and celebrates what community generosity makes possible.

We'll spotlight how giving shows up **across CC and the Fine Arts Center** and invite our communities to join in by **giving, sharing, or amplifying what they care about most.**



WHAT TO EXPECT

This week is intentionally broad and meant to bring the entire community together, **including faculty and staff.**

Here's what you'll see leading up to and during the week:

- Postcard in the mail **(This drops today!)** 🎉
- Email
- CampusESP emails for CC Parents
- Social media posts on CC/FAC handles



HELP US GROW THE GOOD

All of us contribute to the student experience, and that's what inspires giving.

No one is expected to give or fundraise. If you'd like to help, here are a few easy ways to support Grow the Good at CC:

- Share a CC/FAC story or connect us with one
- Signal boost posts by liking or commenting
- Amplify GtG Week where you already communicate
 - CC profile, webpage, newsletter.



LINKS & CONTACT INFO:

Webpages:

- **Colorado College/Athletics:**
coloradocollege.edu/growthegoodweek
- **Fine Arts Center:**
fac.coloradocollege.edu/growthegoodweek

GiveCampus (Our Main Giving Platform):

- give.coloradocollege.edu/grow-the-good-week

Office of Annual Giving:

- annualgiving@coloradocollege.edu



THANK YOU FOR LISTENING!

**FOR ANY QUESTIONS,
PLEASE REACH OUT TO:**



Wailana Hallam

whallam2023@coloradocollege.edu





**COLORADO
COLLEGE**

Banner Self-Service Upgrade



Time & Leave Reporting in Banner SSB

Why This Matters

- Time sheets and leave reports are official records
- Accurate reporting ensures correct pay, leave balances, and compliance
- Errors or missing entries create delays and extra work

Employee Responsibility

- All employees must complete time sheets / leave reports each pay period
- Exempt employees: even if no leave was taken, a leave report must still be submitted
(If no leave was taken, the process is quick)

Supervisor Responsibility

- Review and approve time and leave promptly
- Approval is the final check for accuracy and compliance

Good News

-  Banner 9 makes this process easier and more user-friendly
-  *Patrick and Israel from ITS will show what's new*



Time & Leave Reporting in Banner SSB

- What's changing in this upgrade?





Time & Leave Reporting in Banner SSB

- What's changing in this upgrade?
- What to expect?



Time & Leave Reporting in Banner SSB

- What's changing in this upgrade?
- What to expect?
- When is this happening?



**COLORADO
COLLEGE**

Leave Reports





COLORADO COLLEGE

[Employee Dashboard](#)

Employee Dashboard



Tiger, Roccy

[My Profile](#)

Leave Balances as of 02/06/2026

Vacation in hours

119.60

Sick in hours

160.00

[Full Leave Balance Information](#)

Pay Information ▾

Latest Pay Stub: 07/31/2025

[All Pay Stubs](#)

[Direct Deposit Information](#)

[Deductions History](#)

Earnings ▴

Benefits ▴

🔧 My Activities

[Enter Time Sheet](#)

[Enter Leave Report](#)

[Approve Time Sheet](#)



Leave Report

Approvals

Timesheet

Leave Report

Leave Report Period

Leave Period	Hours/Days/Units	Submitted On	Status
Information Solutions Architect, TE0023-00, T, 202001, Enterprise Information Solutions			
Prior Periods			
12/16/2025 - 12/31/2025			Not Started Start Leave Report
12/01/2025 - 12/15/2025	24.00 Hours		In Progress i 1
11/16/2025 - 11/30/2025			In Progress i
11/01/2025 - 11/15/2025			In Progress i
10/16/2025 - 10/31/2025			In Progress i
10/01/2025 - 10/15/2025			In Progress i



[Employee Dashboard](#) •
 [Leave Report](#) •
 Information Solutions Architect, TE0023-00, T, 202001, Enterprise Information Solutions

Information Solutions Architect, TE0023-00, T, 202001, Enterprise Information Solutions

[Restart Leave Report](#)
[Leave Balances](#)

12/16/2025 - 12/31/2025



In Progress

Submit By 03/16/2026, 11:59 PM

TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY
16	17	18	19	20	21	22

[+ Add Leave Type](#)

Leave Type

Select Leave Type

[Exit Page](#)

Cancel

Save

Review & Submit



[Employee Dashboard](#) • [Leave Report](#) • Information Solutions Architect, TE0023-00, T, 202001, Enterprise Information Solutions

Information Solutions Architect, TE0023-00, T, 202001, Enterprise Information Solutions

[Restart Leave Report](#)
[Leave Balances](#)

12/16/2025 - 12/31/2025



In Progress

Submit By 03/16/2026, 11:59 PM

TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY
16	17	18	19	20	21	22

[+ Add Leave Type](#)

Leave Type: -

Hours:

[Exit Page](#)



[Employee Dashboard](#) •
 [Leave Report](#) •
 Information Solutions Architect, TE0023-00, T, 202001, Enterprise Information Solutions

Information Solutions Architect, TE0023-00, T, 202001, Enterprise Information Solutions

[Restart Leave Report](#)
[Leave Balances](#)

12/16/2025 - 12/31/2025



In Progress
 Submit By 03/16/2026, 11:59 PM

TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY
16	17	18	19	20	21	22

[+ Add Leave Type](#)

Leave Type

Vacation - Exempt

Hours

8

[Exit Page](#)

Cancel

Save

Review & Submit



[Employee Dashboard](#) •
 [Leave Report](#) •
 Information Solutions Architect, TE0023-00, T, 202001, Enterprise Information Solutions

✔ Leave Report data successfully saved.

Information Solutions Architect, TE0023-00, T, 202001, Enterprise Information Solutions

[Restart Leave Report](#)
[Leave Balances](#)

12/16/2025 - 12/31/2025 | 8.00 Hours (i) (≡)
In Progress
Submit By 03/16/2026, 11:59 PM

TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY
16 8.00 Hours	17	18	19	20	21	22

+ Add Leave Type

Vacation - Exempt (i) (≡) 8.00 Hours ✎ 🗑️ ⌵

Total: 8.00 Hours

[Exit Page](#)

Cancel
Save
Review & Submit



COLORADO COLLEGE

[Employee Dashboard](#) •
 [Leave Report](#) •
 Information Solutions Architect, TE0023-00, T, 202001, Enterprise Information Solutions

12/16/2025 - 12/31/2025 | 16.00 Hours ⓘ 💬 In Progress Submit By 03/16/2026, 11:59 PM

TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY
16 8.00 Hours	17 8.00 Hours	18	19	20	21	22

+ Add Leave Type

Vacation - Exempt ⌵ 4.00 Hours



Total: 4.00 Hours

Sick Leave - Exem ⌵ 4.00 Hours
pt



Total: 4.00 Hours

[Exit Page](#)

Cancel
Save
Review & Submit



[Employee Dashboard](#) •
 [Leave Report](#) •
 Information Solutions Architect, TE0023-00, T, 202001, Enterprise Information Solutions

Information Solutions Architect, TE0023-00, T, 202001, Enterprise Information Solutions

[Restart Leave Report](#)
[Leave Balances](#)

12/16/2025 - 12/31/2025 | 24.00 Hours ⓘ 🗨️

In Progress
 Submit By 03/16/2026, 11:59 PM

TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY
16 8.00 Hours	17 8.00 Hours	18 8.00 Hours	19	20	21	22

[+ Add Leave Type](#)

Vacation - Exempt 🕒 8.00 Hours

Total: 8.00 Hours

[Exit Page](#)

Cancel

Save

Review & Submit



Information Solutions Architect, TE0023-00, T, 202001, Enterprise Information Solutions

[Restart Leave Report](#)
[Leave Balances](#)

12/16/2025 - 12/31/2025
12/16/2026, 11:59 PM

TUESDAY
MONDAY

16
8.00 Hours
Total: 8.00 Hours

Copy Leave Report Entry ✕

Vacation - Exempt : 8.00 Hours (12/18/2025, THURSDAY)

Select Options

- Copy to the end of pay period
- Include Saturdays
- Include Sundays

Cancel
Save

Pay Period: 12/16/2025 - 12/31/2025 ?

SUN	MON	TUE	WED	THU	FRI	SAT
14	15	16 8.00 Hours	17 4.00 Hours	18 8.00 Hours	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3



[Employee Dashboard](#) • [Leave Report](#) • Information Solutions Architect, TE0023-00, T, 202001, Enterprise Information Solutions

Information Solutions Architect, TE0023-00, T, 202001, Enterprise Information Solutions

[Restart Leave Report](#) [Leave Balances](#)

12/16/2025 - 12/31/2025 | 96.00 Hours In Progress Submit By 03/16/2026, 11:59 PM

TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY
30 8.00 Hours	31 8.00 Hours	1	2	3	4	5

[+ Add Leave Type](#)

Vacation - Exempt 8.00 Hours

Total: 8.00 Hours

[Exit Page](#)

Cancel
Save
Review & Submit



[Employee Dashboard](#) •
 [Leave Report](#) •
 Information Solutions Architect, TE0023-00, T, 202001, Enterprise Information Solutions

! This day is not available for entry.

Information Solutions Architect, TE0023-00, T, 202001, Enterprise Information Solutions

[Restart Leave Report](#)
[Leave Balances](#)

12/16/2025 - 12/31/2025 | 96.00 Hours (i) (m)
In Progress
Submit By 03/16/2026, 11:59 PM

TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY
30 8.00 Hours	31 8.00 Hours	1	2	3	4	5

+ Add Leave Type

Vacation - Exempt (i) 8.00 Hours

Total: 8.00 Hours

[Exit Page](#)

Cancel
Save
Review & Submit



[Employee Dashboard](#) • [Leave Report](#) • [Information Solutions Architect, TE0023-00, T, 202001, Enterprise Information Solutions](#) • [Review & Submit](#)

Leave Report Detail Summary

Information Solutions Architect, TE0023-00, T, 202001, Enterprise Information Solutions



Pay Period: 96.00 Hours | In Progress Submit By 03/16/2026, 11:59 PM

Time Entry Detail

Date	Time Type	Shift	Total
12/16/2025	066, Vacation - Exempt	1	8.00 Hours
12/17/2025	066, Vacation - Exempt	1	4.00 Hours
12/17/2025	093, Sick Leave - Exempt	1	4.00 Hours
12/18/2025	066, Vacation - Exempt	1	8.00 Hours
12/19/2025	066, Vacation - Exempt	1	8.00 Hours
12/22/2025	066, Vacation - Exempt	1	8.00 Hours
12/23/2025	066, Vacation - Exempt	1	8.00 Hours
12/24/2025	066, Vacation - Exempt	1	8.00 Hours
12/25/2025	066, Vacation - Exempt	1	8.00 Hours

Return

Submit



[Employee Dashboard](#) • [Leave Report](#) • [Information Solutions Architect, TE0023-00, T, 202001, Enterprise Information Solutions](#) • [Review & Submit](#)

Exempt			
Total Hours	40.00	40.00	16.00

Routing and Status

Name	Action
	Originated On 02/06/2026, 05:51 AM by Tiger, Roccoy
	Submit By 03/16/2026, 11:59 PM
Rendon, Manuel	In the Queue

Comment (Optional):

Add Comment

2000 characters remaining

I certify that the time entered represents a true and accurate record of my time. I am responsible for any changes made using my ID.



**COLORADO
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Supervisor Approvals





COLORADO COLLEGE

[Employee Dashboard](#)



[Full Leave Balance Information](#)

Pay Information

Latest Pay Stub: 07/31/2025

[All Pay Stubs](#)

[Direct Deposit Information](#)

[Deductions History](#)

Earnings

Benefits

Taxes

Job Summary

Employee Summary

My Activities

[Enter Time Sheet](#)

[Enter Leave Report](#)

[Approve Time Sheet](#)

[Approve Leave Report](#)

[Electronic Personnel Action Forms \(EPAF\)](#)

[Salary Planner](#)



COLORADO COLLEGE Tiger, Rocy

[Employee Dashboard](#) • [Time Entry Approvals](#)

Approvals - Leave Report Proxy Super User Reports

[Approvals](#) [Leave Report](#)

Leave Report All Departments 02/01/2026 - 02/15/2026 (2026 S1 3) All Status except Not Started

Distribution Status Report - Leave Report

Status	Count
Pending	0
Pending - In the Queue	0
In Progress	1
Returned	0
Error	0
Pending - Approved	0
Approved	0
Completed	0

Pending 0



 **COLORADO COLLEGE**

 Tiger, Rocco

[Employee Dashboard](#) • [Proxy or Super User](#)

You are acting as a Timesheet proxy for

Proxy or Superuser

Application Selection

Act as a Superuser

Act as Time Entry Approvals Superuser
 Act as Leave Report Approvals Superuser

Act as a Proxy for

Existing Proxies

[Navigate to Time & Leave Approvals application](#)





**COLORADO
COLLEGE**

Time Sheets





COLORADO COLLEGE



COLORADO COLLEGE



Ashiagbor, Israel K

[Employee Dashboard](#)

Employee Dashboard



Ashiagbor, Israel K.

[My Profile](#)

Leave Balances as of 02/06/2026

Vacation in hours

255.00

Sick in hours

33.06

[Full Leave Balance Information](#)

Pay Information

Latest Pay Stub: 01/30/2026

[All Pay Stubs](#)

[Direct Deposit Information](#)

[Deductions History](#)

Earnings

Benefits

Taxes

Job Summary

Employee Summary

My Activities

[Enter Time Sheet](#)

[Electronic Personnel Action Forms \(EPAF\)](#)



COLORADO COLLEGE

[Employee Dashboard](#) • [Timesheet](#) • EIS Specialist, TN0035-00, T, 202001, Enterprise Information Solutions

EIS Specialist, TN0035-00, T, 202001, Enterprise Information Solutions Restart Time Leave Balances

01/22/2026 - 02/06/2026 Info Comments In Progress Submit By 02/09/2026, 11:59 PM

THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY
5	6	7	8	9	10	11

[Add Time Type](#)

Time Type: Hours*:

[Employee Dashboard](#) • [Timesheet](#) • EIS Specialist, TN0035-00, T, 202001, Enterprise Information Solutions

EIS Specialist, TN0035-00, T, 202001, Enterprise Information Solutions Restart Time Leave Balances

01/22/2026 - 02/06/2026 Info Comments In Progress Submit By 02/09/2026, 11:59 PM

THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY
5	6	7	8	9	10	11

[Add Time Type](#)

Time Type:

- Regular Earnings
- Regular Earnings**
- Vacation Leave
- Sick Leave
- Holiday Leave
- Winter Break Leave

 Hours*:





Employee Dashboard • Timesheet • EIS Specialist, TN0035-00, T, 202001, Enterprise Information Solutions

EIS Specialist, TN0035-00, T, 202001, Enterprise Information Solutions

01/22/2026 - 02/06/2026 In Progress Submit By 02/09/2026, 11:59 PM

THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY
5	6	7	8	9	10	11

+ Add Time Type

Time Type: Regular Earnings Hours*: 8

Exit Page Cancel Save Review & Submit

CC COLORADO COLLEGE Ashlagbor, Israel K.

Employee Dashboard • Timesheet • EIS Specialist, TN0035-00, T, 202001, Enterprise Information Solutions

EIS Specialist, TN0035-00, T, 202001, Enterprise Information Solutions

01/22/2026 - 02/06/2026 In Progress Submit By 02/09/2026, 11:59 PM

THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY
5	6	7	8	9	10	11

+ Add Time Type

Time Type: Regular Earnings Hours*

Employee Dashboard • Timesheet • EIS Specialist, TN0035-00, T, 202001, Enterprise Information Solutions

EIS Specialist, TN0035-00, T, 202001, Enterprise Information Solutions

01/22/2026 - 02/06/2026

THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY
5	6	7	8	9	10	11

+ Add Time Type

Time Type: Regular Earnings Hours*: 8

Are you sure you want to leave this page? You may lose unsaved changes. No Yes



COLORADO COLLEGE

[Employee Dashboard](#) • [Timesheet](#) • [EIS Specialist, TN0035-00, T, 202001, Enterprise Information Solutions](#)

EIS Specialist, TN0035-00, T, 202001, Enterprise Information Solutions

[Restart Time](#) [Leave Balances](#)

01/22/2026 - 02/06/2026 | 8.00 Hours [i](#) [c](#)

In Progress **Submit By 02/09/2026, 11:59 PM**

THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY
22 8.00 Hours	23	24	25	26	27	28

[+ Add Time Type](#)

Regular Earnings [8.00 Hours](#)



Total: 8.00 Hours | [Account Distribution](#)



COLORADO COLLEGE

[Employee Dashboard](#) • [Timesheet](#) • [EIS Specialist, TN0035-00, T, 202001, Enterprise Information Solutions](#)

EIS Specialist, TN0035-00, T, 202001, Enterprise Information Solutions

[Restart Time](#) [Leave Balances](#)

01/22/2026 - 02/06/2026 | 8.00 Hours ⓘ 🗨

In Progress **Submit By 02/09/2026, 11:59 PM**

THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY
22 8.00 Hours	23	24	25	26	27	28

[+ Add Time Type](#)

Regular Earnings 🕒 8.00 Hours

[✎](#) [📄](#) [⊖](#)

Copy Time Entry

✕

Regular Earnings : 8.00 Hours (01/22/2026, THURSDAY)

Select Options

- Copy to the end of pay period
- Include Saturdays
- Include Sundays

Pay Period: 01/22/2026 - 02/06/2026 ?

SUN	MON	TUE	WED	THU	FRI	SAT
18	19	20	21	22 8.00 Hours	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7

Cancel

Save

[Account Distribution](#)





COLORADO COLLEGE

[Employee Dashboard](#) • [Timesheet](#) • [Clock in/Clock Out timesheet, BT0008-00, T, 202001, Enterprise Information Solutions](#)

Clock in/Clock Out timesheet, BT0008-00, T, 202001, Enterprise Information Solutions

[Restart Time](#) [Leave Balances](#)

01/22/2026 - 02/06/2026



In Progress **Submit By 02/09/2026, 11:59 PM**

THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY
5	6	7	8	9	10	11

[+ Add Time Type](#)

Time Type

- Regular Earnings
- Regular Earnings**
- Holiday Leave
- Winter Break Leave
- Other Paid Leave
- Colo Sick Leave

Start Time*

End Time*

Hours

[+ Add More Time](#)





COLORADO COLLEGE

[Employee Dashboard](#) • [Timesheet](#) • [Clock in/Clock Out timesheet, BT0008-00, T, 202001, Enterprise Information Solutions](#)

Clock in/Clock Out timesheet, BT0008-00, T, 202001, Enterprise Information Solutions

[Restart Time](#) [Leave Balances](#)

01/22/2026 - 02/06/2026



In Progress

Submit By 02/09/2026, 11:59 PM

THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY
5	6	7	8	9	10	11

[+ Add Time Type](#)

Time Type

Regular Earnings

Start Time*

08:00 AM

End Time*

hh:mm a

Hours

0.00

04

05 00 PM

06 15 AM

CANCEL SET

[Exit Page](#)

Cancel

Save

Review & Submit



What's next?

- Try out the new time sheets and leave reports! Email with details to follow.
- Send feedback to me directly or to the Solutions Center (its@coloradocollege.edu).
- Student and Faculty Self Service upgrades coming next.
- The future of Banner at CC?

Patrick Lynch
plynch@coloradocollege.edu
Armstrong 002

Staff Committee Openings

- Compensation Committee – 1 non-exempt Staff representative.
 - Responsible for reviewing current and proposed allocation of the salary pool as well as all benefits for Staff and Faculty. Consists of 3 Faculty members, 3 exempt Staff members and 3 non-exempt Staff members.
 - Co-Chairs – Erica Shafer, Samantha Soren, Jane McDougall
- Generative AI Oversight Subcommittee – 1 at large Staff representative.
 - Charged with educating the campus community about Generative AI, assisting each division of the college in writing (or reviewing) their Gen AI policy, and recommending GenAI solutions to problems submitted by the community.
 - Point of Contact – Chad Schonewill
- Faculty and Staff DEI Committee – 1 at large Staff representative.
 - Promotes and nurtures an inclusive campus culture that values different backgrounds, experiences, ideas and opinions, recognizing the various intersections of identities that make up the CC community. Helps ensure that the College addresses all of the possible implications of the protections as stated in our anti-discrimination policy statement.
 - Chair – Murphy Brasuel



Staff Committee Openings

Campus Committee Nomination
Form



Interested in serving on a committee or joining the “At Large” pool for future openings?

Reach out to Staff Council at
StaffCouncil@ColoradoCollege.edu

OR

Kyle Morrison (Staff Council
Committee Liaison) at
kmorrison@ColoradoCollege.edu

