

Staff Council Meeting Minutes

Tuesday, July 26, 2022

Present: Jason Arnett, Sean Bergman, Angela Boyer, Carol Gard, Latonya Hood, Kristy Howell, Jeff Hoyer, Robin Judkins, Karen Koller, Kaitlin Krumsick, Ed Lovitt, Mary Anne Matos, Austin Maxwell, Caitlin Murphy, Leslie Quinn, Jill Sigler, Kim Steinmetz, Betsy Timm

Absent: Dan Robles

Get Acquainted (5 minutes)

Approve Prior Meeting Minutes (5 minutes)

- Recap of new method to handle minutes
 - Minutes will be completed within 7 days of the Staff Council meeting and can be found in the Teams – Meeting Minutes folder
 - Minutes will also be emailed to all Staff Council members with a request to review prior to the upcoming meeting and come prepared to approve or with motions for revisions.
- July 12, 2022, Meeting Minutes
 - Approved 18/18 – will publish as is to Infohub
 - Published 08/01/2022

Committee Updates (10 minutes)

- All-Staff Meeting
 - Agenda finished
 - Reached out to all anticipated speakers, about ½ have agreed to speak
 - Agenda and speakers will be posted on InfoHub
 - Rebranding the All Staff meeting derived from a topic request of what can Staff Council do to increase communication across campus. The All-Staff Meeting will mimic the All-Faculty Meeting in informational presentations pertinent to all staff.
- HR subcommittee
 - No updates, no topics had been referred to the committee
- Inclusion and Engagement Committee
 - First meeting July 21, 2022
 - Attendees: Staff Development, Human Resources, Administrative Personnel
 - Duration: 1 ½ hours
 - Meeting Goal: Establish what to celebrate and what the committees goals are
 - \$20K budget for the first fiscal year
 - Need to clarify with leadership what the overall committee goals are
 - September – Looking at Hispanic heritage, unsure what this may look like
 - Staff Council discussed that there are several events already scheduled on campus that will celebrate Hispanic heritage, wanted to ensure that these are taken into account and recognized by the committee

- Concern: Do not feel that they have a clear direction or path forward
- Staff Development led the meeting, 10 ppl were present, however additional people have been added to the group
- Question: Unsure if the focus is on underrepresented groups or on everyone feeling included / engagement?
- Sabbatical Committee
 - Have not met for several months, hope to re-engage soon
 - Members: Ed Lovitt, Kaitlin Krumsick, Rachel Haynes
 - Goal: Want better clarification on who is eligible to take a sabbatical
 - Recommendation: Could there be an option for all staff to have an opportunity to step-away from their current role, even for a shorter amount of time than a full sabbatical, what options or opportunities could be explored?
- Space Committee
 - No Updates – have not met since last meeting
- Benefits/Retirement Committee
 - Continue to meet on weekly basis
 - Committee: Faculty, Dean, ABC, Staff Council, and Human Resources
 - Discussion RE: what happens with benefits when someone retires. Current discussion: there will not be a continuation of benefits
 - Current Human Resources stance is there will be no continuation of benefits, committee is making recommendation to have some limited benefit continuation.
 - Staff Council representatives do not feel that the committee is making any forward movement or that Human Resources representatives are engaging in beneficial conversations.
 - Committee recently learned that the timeframe of the committee has been shortened to three (3) more meetings.
 - Original timeframe for committee work was thought to be through November
 - Staff Council recommendation is to watch the July Board meeting about 1-hour in and see the kind of feedback the Board is getting.

Other updates

- Work from Home Committee – Changes to the form and practice after it was presented to Cabinet
 - Original submission, employees could work from home for 4 days/week, this was revised to a maximum of 3 days/week.
 - Added that the Vice President must be routed the request
 - Unsure if this means that they want to approve or just be notified
 - Next steps for this practice
 - Revise forms
 - Create toolkit with forms and procedure

Previous Topics (1 hour)

1. **Item #58** - Desire for a more detailed response to the "polling for staff interest in a union" question.

~Staff Council Response: This topic has been addressed in the May 11, 2022, and May 25, 2022, minutes. The following verbiage has been provided by JCCC Legal:

“Employers are extremely limited in actions they may legally take related to the formation or administration of any labor organization. Staff Council is an officially recognized, employer-sanctioned body doing work on behalf of JCCC and likewise limited. Accordingly, Staff Council will not participate in or influence the formation or administration of a labor organization.”

2. **Item #61** - Multiple concerns including a general lack of trust in senior leadership, a feeling that we are pushing experienced people out the door and devaluing the staff who are staying.

~Staff Council Response: After much discussion, Staff Council has decided to move this discussion onto College Council. Staff Council (Kristy Howell?) will gather data to convey reoccurring issues that have been entered as topic requests to move these concerns to College Council for detailed discussions.

- o Employment related issues:

- Fear of speaking-up publicly, without retribution
- Loss of faith and respect, feeling de-valued or not taken care of as employees
- VERB
- Removal of stipends
- Annual pay increases
- Hiring practices
- Shared governance

- Note: Issues of compensation and communication have been discussed in previous minutes.

3. **Item #65** - Concern about how to track vacation time if some unexpected work was done during vacation.

~Staff Council Response: Moved and seconded that the individual should follow-up with HR regarding concern.

****Time constraints did not allow for discussion on any of these topics. All topics moved to discussion at 08/09/22 meeting.**

4. **Item #66** - Desire for part-time student workers to get some tuition assistance.
5. **Item #67** - Desire for staff to receive the same pay increase as faculty when they complete college degrees.
6. **Item #68** - Desire for changes in the way HR shares large important communications, like the compensation plan.
7. **Item #69** - Desire for an improved search function in InfoHub.
8. **Item #70** - Desire for safer way for pedestrians to navigate parking lot north of SC/COM/GEB.

9. **Item #71** - Desire for an explanation of why the JCCC mill levy was decreased. Also an explanation of how the 2.5% staff pay increase was determined.

New Topics (10 minutes)

1. **Item #72** -
2. **Item #73** -