

Staff Council Meeting Minutes

Tuesday, August 9, 2022

Present: Jason Arnett, Angela Boyer, Carol Gard, Latonya Hood, Kristy Howell, Jeff Hoyer, Robin Judkins, Karen Koller, Kaitlin Krumsick, Ed Lovitt, Austin Maxwell, Caitlin Murphy, Leslie Quinn, Dan Robles, Jill Sigler, Kim Steinmetz,

Absent: Sean Bergman, Mary Anne Matos, Betsy Timm

Approve Prior Meeting Minutes (5 minutes)

- July 26, 2022 Meeting Minutes approved
 - 08/16/22 – Minutes posted to Staff Council InfoHub Site
 - Once meeting minutes were posted to Staff Council InfoHub, Jill Sigler requested an announcement and link on the daily InfoHub post
 - This will occur monthly when meeting minutes are posted

Updates from Incidence Response Team (IRT) (15 minutes)

- Mike Neal, Sandra Warner, not present Alisa Pacer
- Discussed where JCCC is with Covid and how we got to this point
- Severity of Covid cases have waned significantly as the vaccination rates have increased, this is a key measure that IRT and the college tracks, key factor for the college in their decision-making process
- Since spring 2020, the college has capped in-person classroom numbers at 20 learners
- Fall 2022 is the first time that the classroom caps have been lifted since
- All masking protocols have been lifted, masking is now optional
- IRT have learned much about how to keep the college safe, using new research and protocols as the college transitions from pandemic to endemic
- The college will no longer need to report to Rapid Trace
- The college is removing all Covid signage, etc.
- There are no plans to reduce or remove any centralized ordering of personal protective equipment (PPE).
- Sanitization stations will remain, along with barrier plexiglass.
 - If a department has a specific request to remove any plexiglass barriers, then this can be discussed on a case-by-case basis.
- There was a Management Topics and Professional Learning Days (PLD) session with additional information, all are encouraged to attend to learn and understand the forthcoming changes.
 - PLD session: Thursday, August 18, 2022; 2:00 – 2:50 pm, IRT Update – Wellness and Safety Guidelines, Location: GEB 233 or LiveStream.
 - Recording will be available after the session.

Previous Topics (1 hour)

1. Item #66 - Desire for part-time student workers to get some tuition assistance.
 - Group moved to send this topic to the HR Subcommittee for further clarification, guidelines, and language in the way benefits for employees are posted on the colleges website based on job classifications and Marketing language.
2. Item #67 - Desire for staff to receive the same pay increase as faculty when they complete college degrees.
 - Group moved to move this topic to the HR Sub Committee to discuss why there is not a parallel between staff and faculty; why faculty now gets a tuition reimbursement and a pay bump when they complete college degrees and staff do not.
3. Item #68 - Desire for changes in the way HR shares large important communications, like the compensation plan.
 - Group moved to move this topic to the HR Sub Committee directly as written, as an example of the types of topics and verbiage utilized, that are being submitted by staff.
4. Item #69 - Desire for an improved search function in InfoHub.
~Staff Council Response: This has been addressed with the rollout of the new InfoHub site: <https://infohub.jccc.edu/>
Instructions to access the search function:
 - Click the three bars on the upper right side of your screen
 - Type what you are searching for into the box
 - Click the turquoise “search” button for your results
5. Item #70 - Desire for safer way for pedestrians to navigate parking lot north of SC/COM/GEB.
 - Group moved to move this to Campus Services/Facilities Planning and the JCCC Police department to ask for a Traffic study with the City of Overland Park.
 - Kristy Howell and Dan Robles to lead this effort
6. Item #71 - Desire for an explanation of why the JCCC mill levy was decreased.
 - This portion of the question referred to Rachel Lierz, Associate Vice President Financial Services / CFO for a written Response
~Also an explanation of how the 2.5% staff pay increase was determined.
 - This portion of the question referred to Colleen Chandler, Director of Human Resources for a written response

Committee Updates (10 minutes)

- All Staff Meeting
 - PLD session: Wednesday, August 17, 2022; 9:00 – 11:00 am, All Staff Meeting Presented by Staff Council, Location: Yardley Hall or LiveStream.
 - Recording will be available after the session.
- HR subcommittee
 - Have not met since the last meeting

- Inclusion and Engagement Committee
 - Committee on hold until they have guidance and clarity for a forward path

- Sabbatical Committee
 - Met week of August 1, 2022
 - Attendees: Rachel Haynes, Ed Lovett, Kaitlin Krumsick
 - Have some homework, reviewing how staff can currently apply
 - Group asked, could it be possible if more staff could apply for shorter-term sabbaticals or mentorships opportunities
 - Made several recommendations/asked questions, Rachel Haynes taking these back to HR for clarifications
 - Group is asking for clarification on boundaries, then the group will move forward

- Space Committee
 - Recently met with Cabinet
 - Committee recommended and Cabinet approved, next summer after WLB is finished being used as Science Labs, it will be the primary home of the Fashion and Design program
 - This would be relocating from the upper floor of OCB
 - Currently uncertain when this project would be completed,
 - This opens additional classroom and office space in OCB for some needed
 - Link to minutes of space management
 - [Cabinet Space Planning Update](#)

- Benefits/Retirement Committee
 - During the last meeting, there was a change in the conversation, there seems to be an appetite to move the discussion toward rewarding individuals for years of service
 - Unsure where this change in the discussion will lead

- Other updates
 - None at this time

New Topics (10 minutes)

*****Time constraints did not allow for discussion on any of these topics. All topics moved to discussion at 08/23/22 meeting.***

1. Item #72 - Question about Cabinet receiving both a \$40 communications stipend and \$260 milage stipend per month, when other employees had the cellphone stipend was sunset and enter milage into Concur.
 - Fact Check 8/1/22 (Jeff Hoyer) The communication stipend was eliminated June 30, 2022, for cabinet members at the same time as other employees.
 - Vice President level and above receive a \$3,000/year car allowance.

2. Item #73 - Desire to have transparency around pay levels prior to and after job family implementation
3. Item #74 - Closing on Fridays in the summer while allowing 8-hour days M-Th