

## College Council Meeting Minutes

Jan 19, 2022

MTC 107, Virginia Krebs Room

### Attendance

- Tai Edwards, ABC Chair
- Andy Bowne, President
- Ann Fielder, Adjunct faculty
- Robin Judkins, Staff Council
- Jason Arnett, Staff Council
- Leslie Quinn, Staff Council Chair
- Jim Leiker, FA President
- Elisa Waldman, Cabinet
- Jill Sigler, Staff Council
- Mary Anne Matos, Staff Council
- Star Triscornia, Counseling Faculty
- Kristy Howell, Staff Council
- Astha Thapa, Student Senate
- Harshmeet Lamda, Student Senate

- 1) Minutes from last meeting (11/29/21) approved.
- 2) Motion to approve the bylaws approved.
- 3) Faculty update, Tai
  - a. We are piloting a counseling representative at ABC meetings for the spring semester. We view this as progress to expanding Counseling representation at lower levels of shared governance. We will evaluate the effectiveness of this late in spring semester.
    - i. Leslie Quinn, Star Triscornia, Tai Edwards, Mickey McCloud, Randy Weber met to discuss this and developed this pilot program.
- 4) Enrollment technology update, Leslie (see additional document in teams from Leslie)
  - a. Course delivery method will be added as a viewable column in the class search during an update this month.
  - b. Ellucian (Banner's parent company) is being acquired by another company.
  - c. Other schools that do customization typically use Banner 8, which is about to be obsolete (we use Banner 9). Any customizations, even to Banner 9, could be lost in an update.
  - d. Strategic planning goals at JCCC for Student Success include implementing a more effective class search tool.
  - e. The academic planning tool the college is working on acquiring (going through RFP process now) includes search features that we might use (that integrate with Banner 9). But that would mean having 2 class search functions (which was also the case when we were using the legacy class search). So far, these tools have login required enrollment

software. But one of the academic planning tool vendors has said they plan to make their class search public facing.

- 5) Staff Council, Leslie and other Staff Council members
  - a. Read Staff Council meeting minutes here: <https://infohub.jccc.edu/toolbox-articles/staff-council/>
  - b. Still receiving a lot of responses on our form. People send us a wide variety of topics, requests. Benefits, salary, new policies that impact them.
  - c. Our challenge is how do we act on these requests when they come in?
  - d. A lot of our requests are HR related. I would be really discouraged if we couldn't provide assistance on these issues people bring forward.
  - e. We've received a lot of requests for Staff sabbaticals.
  - f. We've received a lot of concerns about the end to stipends for cell phones, etc. which was determined without warning or consultation with employees.
  - g. We've had requests to look at the flexible work policy. Can we reevaluate the policy? Can we see if the policy is being equitably applied? What about supervisors or EVP who isn't approving any work from home?
  - h. About one-third of issues are communicated directly to Staff Council members.
  - i. Right now, it seems like people are submitting things because they feel they don't have anywhere to submit things.
  - j. In our first six months we have done a good job of getting people to submit requests.
- 6) Counseling, Star
  - a. This is a high-volume period for Counseling.
    - i. 1600+ students have been served in January face-to-face or on zoom (and this doesn't count emails, waivers, etc.). This is somewhat lower than usual.
    - ii. Using a lot of methods of helping students. In person, telephone, instant messaging, emailing, and all of the methods listed on the website.
  - b. Flexible work: There are some counselors who were quarantining but weren't allowed to work remotely because during peak times we require working on campus.
  - c. Johnson County Mental Health's presence in Counseling is helpful for students. But there are problems with turnover at JCMH.
  - d. Leslie: for Registrar's service to students, we have never returned to the levels of calls/questions that we used to receive before the pandemic.
  - e. Counseling conducts more than half of its services face to face.
  - f. Is there a pattern in what kind of students are coming in or what questions they're asking?
    - i. Not really.
  - g. Counseling is having problems with staffing because of illness or family members' illness.
- 7) We are all having staffing problems with covid.
  - a. Many employees are out for illness.
  - b. Childcare center's closed, school closings exacerbating employees inability to come to work.
- 8) Cabinet, Elisa

- a. We meet typically every other week. We make strategic planning and operational decisions.
  - b. Examples of things we would discuss: enrollment, HR and performance appraisals, on going review of college policies, covid policies. We are not IRT, but we are apprised of their policies. Strategic Planning takes a lot of our time. We have 2 cabinet members championing each of the four strategic goals. Now we're commencing budget process. We get accreditation presentations. Men of Color Retention Taskforce reports.
  - c. There is accessibility to get on Cabinet's agenda.
  - d. How could people submit items for consideration to get on agenda for Cabinet meetings?
    - i. Talk to your supervisor, EVP, they should have those dates. We would hope that issues could get addressed before needing to rise to Cabinet.
  - e. Do faculty members attend Cabinet?
    - i. Only for presentations.
- 9) People like Professional Learning Days (PLD) new format.
- a. It also made it clear what our priorities are based on the programming.
  - b. Credit to Farrell and Rachel, not to Cabinet.
  - c. Add Shared Governance update to PLD?
    - i. Continue to reinforce would be good to educate people.
    - ii. Is this week the right time? So many staff are busy at this time.
    - iii. If it stays recorded, then more people can see later.
- 10) President, Andy
- a. Tomorrow the board will be voting for their officers and committee assignments. Three new trustees are sworn in tomorrow.
  - b. The nomination so for Trustee Musil to serve as the representative on College Council.
  - c. We are providing a five-session orientation (four hours each) for trustees (Dec – Mar) focusing on major areas of the college.
  - d. Dr. Bowne meets with trustees one on one monthly and communicates with the entire board on a weekly basis. Especially, to ensure they are prepared for board meetings.
- 11) Student Senate, Astha
- a. Need to recruit more senators.
  - b. 28<sup>th</sup> is the Student Senate retreat. Training those interested in student leadership.
  - c. We going to host a student scavenger hunt to teach students about resources on campus.
  - d. Feb 15 Craig Auditorium for students to connect with faculty.
  - e. InterClub meeting is commencing; all the student club leaders on campus meet on this.
  - f. Shelby is presenting at the Board of Trustees meeting tomorrow.
- 12) Adjunct Council
- a. Should the Adjunct Council provide a report at College Council?
    - i. Tai and Ann need to discuss if this should be the case at College Council meeting?
  - b. We conducted a survey earlier this academic year to learn about adjunct experiences (pros/cons).
- 13) Items for future consideration

- a. Schedule College Council townhalls?
  - i. What would we discuss?
  - ii. Do we need to have a better sense of what we're doing?
  - iii. Is it an opportunity for inclusion or transparency across campus?
  - iv. Maybe in a 2 week period have a shared governance presentation from each group?
  - v. Maybe there's some value in meet and greet with shared governance orgs?
  - vi. Let's discuss this at the next meeting.
- b. Need to have an Infohub page for College Council
  - i. Expand list of Committees when you hover over so you can see them all or see none, please.
- c. The March College Council meeting is during spring break.
  - i. Can we move this?
- d. Definition of cheating
  - i. The transition to virtual teaching has caused a lot of concern about cheating in coursework.
  - ii. How has technology changed the way we talk about academic honesty?
  - iii. Include Justin McMillan?
- e. What do we do when we have ill colleagues and students?
  - i. Call the campus police.
- f. When we have a mental health crisis call?
  - i. Walk the student to Counseling Center.
  - ii. Good question for Star.
  - iii. Can also call campus police.

14) 1 up, 1 down

- a. Thanks for accommodating those at home on zoom.
- b. Effective meeting, like the items for future discussion section.
- c. Good formation work in the fall, now we're on to actually doing work.
- d. Jason did a great job.
- e. This room is good for our meetings.
- f. I learned a lot today.