

# Staff Council Meeting Minutes

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Date	Tuesday, February 13, 2024	2PM	Location	MTC 107
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## Attendance

### **Present:**

Jason Arnett, Jerry Droge, James Drone, Alicia Groenhagen, Mary Hanover, Sherri Hanysz, Ehren Hertel, Jeff Hoyer, Karen Koller, Kaitlin Krumsick, Ed Lovitt, Austin Maxwell, Dan Robles, Christina Seitzinger, Jill Sigler, Anne Turney

### **Absent:**

Sean Bergman, Angela Boyer, AnnLouise Fitzgerald, Kim Steinmetz, Betsy Timm

## Approval of Past Minutes (5 minutes)

- Approved minutes from 01/23/24, as corrected

## Previous Topics/Old Business (60 minutes)

- Spring Town Hall – March 26
  - Will discuss Viva Engage, unsure of additional topics
- Viva Engage
  - 02/13/24 - Vote on taskforce members for this project
    - Update – ABC, Staff and College Council are in alignment to move forward and continue exploration how it differs from teams and would benefit engagement. Aligns with the values of engagement and belonging. Need continued exploration on processes, ownership and how best to move forward.
    - Staff Council taskforce exploration: How the tool will be used? Who will have ownership? Creation of a proposal to Cabinet/Trustees?
    - Taskforce members: Christina Seitzinger, Ed Lovitt, Sherri Hanysz, Ehren Hertel
      - Kaitlin Krumsick will set up a meeting to move the taskforce forward
- Item 118 – Ask to return custodial staff to overnight cleaning
  - Item forwarded to Jeff Hoyer, Executive Director Support Services & Space Management, for a response
    - *Response from Jeff Hoyer: The operational scheduling of custodial staff is not something that Staff Council has influence over. However, in my role as Executive Director Support Services and Space Management, I appreciate the request to respond to this suggestion. While it is certainly easiest to clean classrooms and offices when no one else is in them, we have chosen not to operate with an overnight shift of custodial staff for several reasons, including:*

1. The College is able to be more energy efficient and save money on utility costs by not keeping all the buildings open, lit, and at an occupied temperature setting in the overnight hours.

2. Our custodial staff are an important part of the JCCC family and as such it benefits us all to have daily interactions and get to know each other as we all conduct the business of the college. We have had numerous positive comments since we made the change to have all our custodial staff working shifts that allow us all to meet each other and interact daily.

3. Conversely, we had feedback from our police staff, who are on campus 24 hours every day, that it is more difficult to keep track of which rooms are closed and secured through the overnight hours when we had custodial staff opening and closing rooms as they provided custodial services.

*If anyone has further feedback about the hours that our custodial staff are working, please reach out directly to me.*

- Item 119 – Concerns over part-time pay, holiday pay, and overall appreciation of PT employees
  - 02/13/24 – Referred to HR Sub Committee to look at prior topics and responses to reference as an official response to this topic.
- Item 120 – FTT employees still earning PAL at the rate of their PTR position rather than at a rate matching the FTT status
  - 02/13/24 – Referred to HR Subcommittee for an official response

### New Topics/New Business (10 minutes)

- Item 121 – Gender neutral bathroom information
  - 1/30/2024 Did not reach all of the “Old Business” topics, so this one was not discussed. Topics are discussed in the order received.
  - 2/13/24 - Jeff Hoyer, Executive Director Support Services & Space Management, will work with Marketing and Robyn Albano, Coordinator Interior Services & Space Planner, for how best to label and update the JCCC website
- Item 122 – Updated list of New Hires & Promotions
  - 02/13/24 - Referred to HR Subcommittee for an official response

### Committee Reports (15 minutes)

- New Employee Orientation (Angela, Jerry, Ehren)
  - 2/13/24 – Kaitlin attended the last orientation, no additional updates
- HR Subcommittee (Karen, Kim, Mary)
  - End of year summary of HR-related topics?
  - 2/13/24 – No recent meetings. When new VP of HR is hired, need to re-establish the relationship and meetings.
- Sabbatical Committee (Ed and Kaitlin)

- 2/13/24 – No update
- College Council (Jason Arnett)
  - 2/13/24 – College Council met on February 7 with Trustee Rattan and Student Senator Arionna Shorter joining the Council.
    - Reports from all areas of representation were received. Academic Branch Council reported on their January meeting which members of Staff Council attended to introduce the VIVA Engage project as well. Counseling reported serving 3,036 students up to February 7 which is up from 2,954 last year. Conversations about mandatory advising, case load management, and walk-ins and appointments are continuing.
    - College Council then discussed aligning the processes of the shared governance structures by reviewing the definition of shared governance Dr. McCloud wrote in response to the HLC.
    - Finally, the communications subcommittee is continuing to analyze the transcripts from the focus groups conducted with Institutional Planning and Research last October.
- PLD Planning (including Updates Meeting and All Staff Meeting)
  - 2/13/24 - No updates