

Staff Council Meeting Minutes

Date | Tuesday, May 9, 2023

Time | 2:30PM

Location | MTC 107

Attendance

Present:

Jason Arnett, Angela Boyer, Jerry Droge, AnnLouise Fitzgerald, Carol Gard, Latonya Hood, Jeff Hoyer, Karen Koller, Kaitlin Krumsick, Ed Lovitt, Austin Maxwell, Leslie Quinn, Christina Seitzinger, Jill Sigler, Kim Steinmetz,

Absent:

Sean Bergman, Dan Robles, Betsy Timm

Approval of April 25 meeting minutes (5 minutes)

04/25/28 Meeting minutes approved with the following addition:

- Bylaws Revision Task Force, added the following bullet:
 - Discussed and voted to amend the bylaws to include two new Staff Council positions: one full-time position and one part-time position. Both of these positions would be assigned to the college at large rather than one specific division.

Committee Reports (30 minutes)

- All Staff Meeting (Austin Maxwell, Ed Lovitt, Jeff Hoyer, ~~Jill Sigler~~)
 - Jill needs to step down from this committee, so we need another volunteer
 - 05/09/23 – Brief discussion of what this could look like and when. Will continue the discussion in future meetings.
- Supervisor Training Task Force (Jason Arnett)
 - 05/09/23 – No update. Jason will reach out to Rachel Haynes, Director Employee Engagement & Development, for update.
- HR Subcommittee (Kaitlin Krumsick, Karen Koller, Kim Steinmetz)
 - Consider when we replace Kaitlin Krumsick on this committee as she will assume the Staff Council Chair position in July
 - Compensation Study – Culpepper – should this stay connected to HR Sub?
 - 05/09/23 – HR Subcommittee replacement can occur in July, after new members join Staff Council.
- Staff Development Awards and Recognition (Austin Maxwell, AnnLouise Fitzgerald)
 - 05/09/23 – No update.

- Sabbatical Committee (Ed Lovitt and Kaitlin Krumsick)
 - 05/09/23 – No update

- Bylaw Revision Task Force (Ed Lovitt and Karen Koller)
 - 05/09/23 – Have created a Teams nomination form for the election and shared it with the group for review. Individuals can self-nominate, or others can nominate individuals based on areas that have seats available.
 - The original form included all departments with seats available, the nomination form will be revised to create individualized nomination form for each area that has open positions that need to be filled so the forms are just sent to those specific areas.
 - Will hold the full and part time at large positions until the other elections are completed, then send those nomination forms to the entire campus community.

- Inclusion and Engagement Committee (Latonya Hood and Betsy Timm)
 - 05/09/23 – Jeff Hoyer confirmed with Rachel Haynes, Director Employee Engagement & Development, that the committee that Staff Council was participating in has been discontinued in favor of the new DEI committee. Staff Council representatives for that committee will be Betsy Timm and Austin Maxwell and we will gather 9 or 10 other staff members from the campus community per the bylaws of the DEI Committee.
 - Austin Maxwell will take over serving since Latonya Hood is moving to a new position and will no longer be serving on Staff Council.

- College Council (Jason Arnett)
 - 05/09/23 – No update. College Council's next meeting is 05/10/23

- Space Committee (Christina Seitzinger)
 - 05/09/23 – Gave an update for the construction of GEB first floor. First floor will be blocked off and offices moved to the 3rd floor. Much of the 3rd floor student services will move to the Down Under location. Anticipate completion summer 2024.

Previous Topics/Old Business (10 minutes)

- Item #94 - Concern about the need for and the accuracy of information listing "Faculty and Staff Degree Information" on our JCCC website in the "about" section
 - We have updated information from Karen and Christina since our last meeting
 - Jeff will communicate with the topic requestor and share what he learns
 - 05/09/23 – Response submitted by Christina Seitzinger, Creative Lead/Designer, Strategic Marketing Operations

It is an assumed practice for accreditation with HLC to make readily available to students and to the general public a full list of instructors and their credentials. The list was previously housed in the course catalog, but the catalog no longer supports this, and Information Services (IS) moved the feed to a webpage on jccc.edu. Currently, the list is pulled from Banner and HR is working with IS to determine if there is a way to filter the feed to only show faculty, instead of all employees.

Anyone who has incomplete or inaccurate information listed needs to notify HR and/or submit updated transcripts to have their credentials updated in Banner.”

- Review Spreadsheet of Topics
 - Nine (9) topics with a “Following” status
 - Eight (8) topics with an “In Progress” status

*****Time constraints did not allow for discussion on the following two topics; items #96 & #97. These two topics moved to discussion at 05/23/23 meeting.***

New Topics/New Business (10 minutes)

- Item #96 - Request to allow events that happen in the past to stay visible in the InfoHub Calendar, even if just for a short while.
 - 05/09/23 – No discussion
- Item #97 - Request to reconsider the necessity of all employees to pay into a health benefit plan, at the minimum the "Healthier You" plan for \$86/month.
 - 05/09/23 – No discussion
- Suggestion to start a “Passing the Gavel” tradition.
 - 05/09/23 – 6/27/23 meeting, will invite all previous Staff Council members to celebrate the success of the first two years of Staff Council and prepare to begin the third year.
- Should our “representation area” be updated on the InfoHub site?
 - 05/09/23 – Group decided that the Staff Council site will be updated the site following the election.

Addendum

- 05/09/23 – No HR subcommittee meeting minutes included in these meeting minutes