

Staff Council Meeting Minutes

Date | Tuesday, June 13, 2023

Time | 2:30PM

Location | MTC 107

Attendance

Present:

Jason Arnett, Angela Boyer, Sean Bergman, Jerry Droge, AnnLouise Fitzgerald, Carol Gard, Alicia Groenhagen, Jeff Hoyer, Karen Koller, Kaitlin Krumsick, Ed Lovitt, Austin Maxwell, Leslie Quinn, Dan Robles, Christina Seitzinger, Jill Sigler, Kim Steinmetz, Betsy Timm

Absent:

None

Approval of May 23 meeting minutes (5 minutes)

05/23/28 Meeting minutes approved as prepared and ready to post

Previous Topics/Old Business (45 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
 - 6/13/23 – List updated to filter out only faculty per HLC assumed best practice. If there are any inaccuracies, reach out to HR at HR@jccc.edu. Staff Council voted to close this topic.

- 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.
 - 05/23/23 – Christina Seitzinger will research to see what capability InfoHub has and report back to the group at the 06/13/23 Staff Council meeting.
 - 6/13/23 – No update, item is in the process of being explored

- 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.
 - Jeff Hoyer spoke to his benefit specialist and put notes in the spreadsheet under this topic.
 - 05/23/23 – Jeff Hoyer will refer to Lisa Sullivan in HR and ask for an official response.
 - 6/13/23 - Jeff spoke with Lisa Sullivan and she mentioned that this has come up before and is currently under review by HR. Any changes to this benefit would come from a cabinet decision. Staff Council is following this topic.

- Item #98 - Request to add separate sick leave and vacation time for Part-time employees
 - 05/23/23 – Referred to HR Subcommittee
 - 6/13/23 – Upon further discussion, referred back to HR Subcommittee for additional information

- Staff Council Election
 - 6/9/23 – Elections for division representatives close
 - At large election for positions will be held following the results of the general elections.
 - All new Staff Council members will begin attending meetings beginning with the 07/11/23 meeting
 - 6/13/23 – Jeff Hoyer sent congratulatory emails to the newly elected Staff Council members. New members invited to the Pass the Gavel portion of the 06/27/23 meeting and will begin attending regular meetings as of Tuesday, July 11, 2023.
 - Following the results of the election will begin the process for the two At Large positions
 - Will be an InfoHub Announcement for the At Large positions. All staff will receive an email to nominate 1 full time and 1 part time individual for these positions and subsequently vote for these positions. Deadline for nominations is 6/22/23 at 5:00 pm, election deadline is 7/7/23.

- Review Spreadsheet of Topics – Do we need to ask for any specific updates on any of these?
 - Nine (9) topics with a “Following” status
 - Review of Item #11 - Request for a thoughtful, honest evaluation of the flex schedule policy with potential updates to make it something that might be more universally applicable and/or better understood and crafted to ensure it builds collaboration, culture, etc. and does not negatively affect it.
 - 6/13/23 – After group discussion, it was decided to move this topic from following to closed

 - Eight (8) topics with an “In Progress” status
 - Review of Item #9 - Request for Staff Council feedback on Retention of Men of Color Task Force recommendations
 - 6/13/23 – There has been no movement on this topic. Decision to move this topic from following to closed.

Committee Reports (30 minutes)

- All Staff Meeting (Austin Maxwell, Ed Lovitt, Jeff Hoyer, Kaitlin Krumsick)
 - [Professional Learning Days Schedule](#)

- Supervisor Training Task Force (Jason Arnett)
 - 6/13/23 – Working on 4 modules, will be attending a meeting at the end of June for further discussion. Sessions will begin in July
 - Federal Guidelines and Obligations
 - Employee Lifecycle
 - Performance Management
 - Employee Engagement

- HR Subcommittee (Kaitlin Krumsick, Karen Koller, Kim Steinmetz)
 - 06/13/23 – No additional updates outside of Item #97 under Previous Topics/Old Business, above
- Staff Development Awards and Recognition (Austin Maxwell, AnnLouise Fitzgerald)
 - 06/13/23 – No Update
- Sabbatical Committee (Ed Lovitt and Kaitlin Krumsick)
 - 06/13/23 – No Update
- Bylaw Revision Task Force (Ed Lovitt and Karen Koller)
 - 06/13-23 – No update
- Inclusion and Engagement Committee (Betsy Timm and Austin Maxwell)
 - 06/13/23 – No update
- College Council (Jason Arnett)
 - 06/13/23 – No update
- Space Advisory Group (Christina Seitzinger)
 - GEB first floor construction buildout continues

New Topics/New Business (10 minutes)

- Culpepper updates
 - 06/13/23 – No update

Addendum

- 06/13/23 – No HR subcommittee meeting minutes included in these meeting minutes