

Staff Council Meeting Minutes

Date | Tuesday, July 11, 2023

Time | 2:30PM

Location | MTC 107

Attendance

Present:

Jason Arnett, Angela Boyer, Sean Bergman, James Drone, AnnLouise Fitzgerald, Alicia Groenhagen, Mary Hanover, Sherri Hanysz, Ehren Hertel, Jeff Hoyer, Karen Koller, Kaitlin Krumsick, Ed Lovitt, Austin Maxwell, Dan Robles, Christina Seitzinger, Jill Sigler, Kim Steinmetz,

Absent:

Jerry Droge, Betsy Timm, Anne Turney, *Maternity Leave through 09/25/23*

Approval of June 27th meeting minutes (5 minutes)

06/27/23 Meeting minutes approved with the following changes, and ready to post

- Removed “guests” in attendance, guests only attended for the Passing the Gavel portion of the meeting. Staff Council meeting was adjourned before guests joined, therefore there was not a need to include them as meeting attendees.

New Topics/New Business (60 minutes)

- Introduction of new Staff Council Members
 - 07/11/23 – Update – New Staff Council Members James Drone, Mary Hanover, Sherri Hanysz, Ehren Hertel, Anne Turney (not present)
- Establish new schedule for reoccurring Staff Council meeting days/times and Town Hall dates for Fall 2023
 - 07/11/23 – Update – on 7/10/23, Staff Council Chair Kaitlin Krumsick sent a Forms survey to all Staff Council members asking for 1st, 2nd & 3rd meeting preference day and time. Asked that the group to please complete as soon as possible to determine the best day/time for the group to meet.
 - Staff Council Chair Kaitlin Krumsick looking at dates in October for the fall Virtual Town Hall. Will schedule being mindful of the academic calendar and other campus events.
- Election of positions for 2023/2024:
 - Chair – Kaitlin Krumsick, Director Academic Achievement Center & Language Resource Center
 - Vice Chair Elect – Ed Lovitt, Director Education Technology / Distance Learning, Educational Tech/Distance Learning
 - Secretary Elect – AnnLouise Fitzgerald – Associate Council Policy & Comp, General Council
 - Parliamentarian Elect – Austin Maxwell, Application Administrator, Scheduling & Event Management

- Staff Council Chair, Kaitlin Krumsick, gave the membership a tour of the shared Teams site including how to navigate the incoming topic requests.
- Election to College Council (one position available)
 - 07/11/23 – Update – Christina Seitzinger
- Year 3 – Staff Council Directions
 - How can Staff Council work towards student success?
 - What is Staff Council’s role on campus, outside of topic requests and bi-semesterly meetings?
 - 07/11/23 – Update – Staff Council Chair, Kaitlin Krumsick, asked the group to contemplate these two questions and the group will discuss more in the upcoming weeks.
- Item #99 – Request for overview of JCCC Organizational Chart and how departments interrelate during PLD Week
 - 7/11/23 – Update – During PLD week, Wednesday, August 16 from 9:00 – 10:00 AM, Academic Branch Council and Staff Council are collaborating for an All Campus Update session that will incorporate recent staffing updates and changes to the JCCC Organizational Chart.
 - Session format is still being finalized, it could also include information about how to look-up individuals and where they reside in the organizational structure in Teams and Outlook.
 - Topic is closed
- Items #100 – 103 – JCCC Listserv
 - 7/11/23 – Update – Staff Council Chair, Kaitlin Krumsick will draft a message to Chris Gray, Vice President for Strategic Communications & Marketing, outlining the concerns from the multiple topic requests that have been entered. Will post the draft to the Staff Council Teams site for feedback, prior to sending. Item is time sensitive, as the JCCC Listserv is due to end on July 21, 2023.

*****Time constraints did not allow for discussion on any of the following topics. All topics moved to discussion at 07/25/23 meeting.***

Committee Reports (10 minutes)

- All Staff Meeting (Austin Maxwell, Ed Lovitt, Jeff Hoyer, Kaitlin Krumsick)
 - 07/11/23 – No update
- Supervisor Training Task Force (Jason Arnett)
 - 07/11/23 – No update

- HR Subcommittee (Kaitlin Krumsick, Karen Koller, Kim Steinmetz)
 - Need to new member to HR Subcommittee
 - 07/11/23 – No update
 - Staff Development Awards and Recognition (Austin Maxwell, AnnLouise Fitzgerald)
 - 07/11/23 – No update
 - Sabbatical Committee (Ed Lovitt and Kaitlin Krumsick)
 - 07/11/23 – No update
 - Bylaw Revision Task Force (Ed Lovitt and Karen Koller)
 - Disband until needed again?
 - 07/11/23 – No update
 - Inclusion and Engagement Committee (Betsy Timm and Austin Maxwell)
 - 07/11/23 – No update
 - College Council (Jason Arnett)
 - 07/11/23 – No update
- Space Advisory Group (Christina Seitzinger)
- 07/11/23 – No update

Previous Topics/Old Business (5 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.
 - 05/23/23 – 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
 - 06/24/23 – Update – IS has explored the calendar expiration issue. Unfortunately, the calendar we use for InfoHub does not allow the expiration of calendar entries to be extended past what is displayed.
 - 07/11/24 – Update – at the previous meeting, group did not vote to close the topic and remove from the agenda. Topic is now closed and removed.
- Review Spreadsheet of Topics – Do we need to ask for any specific updates on any of these?
 - Nine (9) topics with a “Following” status
 - Does any member want to bring up one of these topics for discussion?
 - Eight (8) topics with an “In Progress” status
 - Does any member want to bring up one of these topics for discussion?
 - 07/11/23 – No update