

Staff Council Meeting Minutes

Date | Tuesday, Jan. 24, 2023

Time | 2:30PM

Location | MTC 107

Attendance

Present:

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

Absent:

None

Approval of December 13 meeting minutes (5 minutes)

- Moved and approved to change any official responses in red font to italic. JS updated this immediately and the minutes were approved and are ready to post to Infohub.

Previous Topics/Old Business (20 minutes)

- Item #88 - Desire for consistency in eligibility for tuition reimbursement amongst instructors (CE is not eligible, adjuncts are) (See column "S" for comments)
 - 11/17/22 – No discussion
 - 12/13/22 – No discussion
 - 01/24/23 – Moved and approved to ask Josh Smith and the HR sub committee to bring forward a proposal to take to Human Resources.
- Item #89 - Recording staff council meetings or making them public
 - 11/17/22 – No discussion
 - 12/13/22 – No discussion
 - 01/24/23 – Staff Council Response

One of Staff Council's guiding principles is a dedication to having open and honest conversations during our meetings. We believe truly productive work can only happen when all members feel safe and comfortable to speak from their experiences. We work hard to cultivate trust amongst our 19-person membership so we can have authentic conversations in meetings. We jeopardize that authenticity as well as the confidentiality of the topic requestors if we record or livestream.

Each staff member on campus has a representative from their area on Staff Council. There are several avenues through which staff can be heard: they can talk with their representative, submit a topic request, and/or talk with any representative on the council. Staff Council also hosts two open "Town Halls" per year, where there is time for staff to bring concerns to the floor, engage with the council as a whole, and hear about business that has been addressed/discussed throughout the last year. Interested staff can also stay up to date on Council business via meeting minutes, uploaded regularly to the Staff Council InfoHub page.

Shared governance is not easy and requires intentional effort by all parties. Staff have an obligation to submit topics that will be discussed in Staff Council meetings. Staff Council then has an obligation, through our by-laws and the mission we have been given from the College to research each topic presented, have thorough discussion, and respond accordingly. We invite you to stay informed through meeting minutes and by speaking with your representative.

New Topics/New Business (5 minutes)

- Dave Krug Video Describing “Celebration Luncheon for Staff Council”
 - 01/24/23 – Jeff Hoyer spoke to Chris Gray, the goal champion for Employee Engagement, and this idea has been presented to them and they will give it the proper consideration through their processes.
- New Employee Orientation Presentations – Kaitlin Krumsick has been in communication with Susan Hoffman.
 - 01/24/23 – Jeff Hoyer and Austin Maxwell will represent Shared Governance, will work to update the current materials for the presentation.
- Item #90 - Concern about the compensation disparity between part-time and full-time counselors
 - 01/24/23 – After robust discussion, Staff Council has decided to table this discussion until the next Staff Council meeting on 02/14/23.
- Item #91 - Concern about how salary increases are determined for staff. They seem to be connected to faculty bargaining unit, but not fully.
 - 01/24/23 – Referred to the HR Sub Committee

Committee Reports (30 minutes)

- HR Subcommittee
 - Item #83 - Request to allow VERB excess hours to go to the sick leave bank.
 - 10/10/22 – No discussion
 - 11/17/22 – No discussion
 - 12/13/22 – Referred to HR Subcommittee
 - 01/24/23 – HR Response

No, those are two separate leave categories and balances, and they are not transferrable. Excess leave time (sick) goes away. When an employee terms, the sick leave attached to them goes away. The other leave, vacation or pal, that gets paid out to the employee upon termination.

- Item #85 - Concern about the master agreement salary increase for FY24. Has the non-bargaining unit ever departed from the master agreement amount? 0.5% seems way too small for next year if we want to recruit new employees. (Please see column “S” Question – for details and link to Master Agreement)

- 10/10/22 – No discussion
 - 11/17/22 – No discussion
 - 12/13/22 – Referred to HR Subcommittee
 - 01/24/23 – Referred back to HR Subcommittee for a more thorough response
- Item #87 - Can Human Resources (perhaps along with the various VPs?) develop and implement a training program for supervisors, managers, and Directors so that they may more quickly understand their roles whether they are promoted from within or hired from outside the College?
 - 11/17/22 – No discussion
 - 12/13/22 – Referred to HR subcommittee
 - 01/24/23 – HR Response

Staff Development is currently working on new programming for supervisors and employees across campus. We are looking to use the results of the Employee Engagement Survey and our office's upcoming Needs Assessment to help prioritize the gaps in training that we need to develop first.

*We continue to program courses the following courses:
 New Supervisor Orientation (for newly hired supervisors),
 Management topics (information sharing on topics that supervisors need to be aware of),
 Living as a Leader (10 workshops that can be taken as a whole program or individual workshops),
 KCPDC (supervisory certificate),
 Leadership Institute (starting again in Fall 2023),
 Kansas Leadership Center (sending employees to the training, but also programming training around the teachings of KLC on campus).*

- 01/24/23 – After robust discussion, Staff Council has decided to table this discussion until the next Staff Council meeting on 02/14/23. May enlist assistance from the Employee Engagement Strategic Plan team for ideas or assistance.
- All Staff Meeting
 - Feedback from January 11 meeting
 - 01/24/23 – On 01/23/23, the All-Staff Meeting recording was posted to Staff Council InfoHub Page and an InfoHub announcement was made link to the recording.

*****Time constraints did not allow for discussion on any of these topics. All topics moved to discussion at 02/14/23 meeting.***

- Job architecture RFP
 - Since our last meeting, a vendor has been selected.
 - 01/24/23 – No update
- College Council

- Item #61 – Multiple concerns including a general lack of trust in senior leadership, a feeling that we are pushing experienced people out the door and devaluing the staff who are staying.
- Item #86 - Desire to live stream certain events on campus (ex: president's address, management topics) (See column “S” for the fact check comments)
 - 11/17/22 – No discussion
 - 12/13/22 – Referred to College Council as an additional communication concern, being cognizant of the potential need for college resources.
 - 01/24/23 – No update
- Space Committee
 - 11/17/22 – No update, have not met
 - 12/13/22 – No update
 - 01/24/23 – No update
- Sabbatical Committee
 - 11/17/22 – No update
 - 12/13/22 – No update
 - 01/24/23 – No update
- Inclusion and Engagement Committee
 - 11/17/22 – No update
 - 12/13/22 – No update
 - 01/24/23 – No update
- Staff Development Awards and Recognition (Austin Maxwell, AnnLouise Fitzgerald)
 - 12/13/22 – Introductory meeting, reviewing time of service inconsistencies.
 - 01/24/23 – No update

Addendum

- HR Subcommittee meeting minutes
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