

# Staff Council Meeting Minutes

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Date	Tuesday, February 27, 2024	2PM	Location	MTC 107
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## Attendance

### **Present:**

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

### **Absent:**

Dan Robles

## Approval of Past Minutes (5 minutes)

- Approved minutes from 02/13/24 meeting

## New Topics/New Business (10 minutes)

- Community Garden
  - 10 plots for faculty and staff
  - Registration/payment run through Continuing Education
  - Beginning in April with communication forthcoming
  - 02/27/24 – Update – This item is for informational purposes only, no action needed.
- Shared Governance summary statement
  - 02/27/24 – Update – This item is for informational purposes only, no action needed.

## Previous Topics/Old Business (60 minutes)

- Spring Town Hall – March 26, via Zoom
  - Topics could include:
    - Viva Engage
    - Ask for Culpepper timeline and information to be shared
    - Additional topics will be added
- 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
    - 03/27/23 – No additional update
  - 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.*
    - 03/27/23 – Staff Council voted to close this topic
- 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.
  - 02/27/23 – No update, the HR subcommittee is paused until new HR leadership is in place. Staff Council will revisit at the first meeting in May; 05/14/24.
- 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
  - 02/27/23 – 02/27/23 – No update, the HR subcommittee is paused until new HR leadership is in place. Staff Council will revisit at the first meeting in May; 05/14/24.

- 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
  - 02/27/24 – Group met 02/27/24, researching best practices and verbiage with how to address, label and identify all specialty room locations, including restrooms. Alicia Groenhagen reaching out to Marquis Haris, Executive Director, Inclusion & Belonging, to be included in the conversation. Marketing will work to ensure that the JCCC website is updated to make specialty rooms more easily identifiable and accessible across campus.
  
- Item 122 – Updated list of New Hires & Promotions
  - 02/13/24 - Referred to HR Subcommittee for an official response
  - 02/27/23 – 02/27/23 – No update, the HR subcommittee is paused until new HR leadership is in place. Staff Council will revisit at the first meeting in May; 05/14/24.

### Committee Reports (15 minutes)

- New Employee Orientation (Angela, Jerry, Ehren)
  - 02/27/23 – No update
  
- HR Subcommittee (Karen, Kim, Mary)
  - 02/27/23 – No update
  
- Sabbatical Committee (Ed and Kaitlin)
  - 02/27/23 – No update
  
- College Council (Jason Arnett)
  - 02/27/23 – Last meeting 02/07/23, notes in 02/13/24 meeting minutes
  - Next meeting 03/20/24
  
- PLD Planning (including Updates Meeting and All Staff Meeting)
  - 02/27/23 – No update