

Staff Council



MEETING MINUTES Friday, December 6, 2019 3:00 - 5:00 p.m. PRC Rm. J204

Members Present (✓):

✓	Andrews, Linda	✓	Head, Kimberly	✓	Nixon, Jana
✓	Andrews, Shayla	✓	Heitz, Tiffany	✓	Northup, Genevieve
✓	Apple, Shane	✓	Heliste, Pam	✓	Peeples, Jinger
X	Barron, Monica	✓	Helm, Colin	X	Richardson, Casey
✓	Campbell, Andrew	✓	Hines, John	✓	Rossato, Kelly
✓	Carpenter, Deidra	✓	Holmes, Melody	✓	Stewart, Gregory
✓	Chavez, Ana	✓	Howard, Elizabeth		Guests:
✓	Duckworth, Andy	✓	Khedairy, Nadia		
✓	Dunn, Debbie	✓	Long, Renee		
✓	Faircloth, Ross	✓	Morman, Lisa		
✓	Gray, Arianna				
✓	Guerra, Rosa	✓	Present		
X	Guy, Joe	X	Not present	✓	Langford, Jackie – Past SC
		€	Excused	✓	West, Aaron – Faculty Council liaison

Call to Order:	Meeting called to order by Liz Howard at 3:06pm
Approval of Minutes:	Colin H. motioned to accept the minutes of the November meeting. Kimberly H. seconded.
Welcome:	Liz welcomed everyone. This is the last meeting of 2019.
Updates Announcements:	<p>Liz:</p> <ul style="list-style-type: none"> • Staff Council Website: The Staff Council Proposal Form up and running on the new website. Staff will use this form to submit proposals to staff council. • Liz will send an email to all staff detailing our accomplishments this year, what we're working on, and the availability of the new form. This information will also be available on the website. • Groundbreaking: Liz and Shane attended the Farmersville groundbreaking this morning. There was a large number of people in attendance.
Treasurer's Report:	<p>Current Balance: \$ 4,680.00 (unchanged)</p> <ul style="list-style-type: none"> • No charges as of yet
Other Reports:	<p>President's Report: Nothing in addition to the above updates</p> <p>Shane (VP): Thanks to Liz for putting together the holiday hot chocolate and snacks for the December meeting.</p> <p>Ari (Recorder): Nothing at this time</p> <p>Service Committees:</p>

Rose Award: (Debbie) The committee’s next meeting is scheduled for January 8. The application window for the Rose Award will be open from February 3 through March 20.

SEOTY: (Ana) The committee had their second meeting yesterday (12/5/19). The link to the nomination form should be available next week sometime. Ana will send out an email once it’s available. The deadline for nominations will be February 15. The date is (still) set for Thursday, April 16, 2020. 11-1pm in the Boardroom at CHEC.

Silent Auction: Haley was the chair and she is no longer with the college. Liz asked if anyone wanted to take the position of chair for this committee. The position is mostly a liaison with the Foundation. Andrew Campbell volunteered.

Meals on Wheels: No update

Research Committees:

Full-Time Staff Retention: (Nadia) Nadia, with the help of Gen, found out the budget for tuition reimbursement. The overall amount is \$96,000. The following is what was spent of the budget for the 2018-2019 year, with the expectation that approximately the same amount, or slightly more, would be spent this 2019-2020 year:

- \$75,000 for Collin Scholars (same amount every year)
- \$13,700 for staff tuition reimbursement (this amount is twice what it was the year prior. So, theoretically, could be considerably more this year)

This leaves \$8,000 remaining. This is the amount that would be available for dependents. (Again, if the amount spent for staff T&F reimbursement remained the same the same this year).

Nadia asked if the council thought that was worth still pursuing the proposal. People generally seemed to feel we should pursue.

Nadia then posed the question, “How do we determine who would be chosen to use the money? First-come, first-served? A lottery? Need-based?” and so forth.

The following are comments and suggestions that followed:

Colin H. asked if the money could be split with half going to staff dependents and half going to faculty dependents.

Gen stated that another option would be to change the requirements for staff tuition reimbursement to not have to be applicable to their job.

Kimberly H. felt that there should be a set amount of money put aside each year specifically for dependents to ensure it’s available each year (rather than waiting to see if there is any remaining money in the budget).

Colin suggested we take a vote to see if we still wanted to pursue with leadership.

Voting to continue is 16/28 because we are 30 total (-1 (we lost Haley) and -1 Liz).

Professional Development: (Kimberly) The committee’s first meeting is scheduled for January.

District-wide communication: (Colin) The committee met via Zoom and marked up the questions and format of the survey. Colin will send back to Institutional Research to make the changes and then send back to committee for final approval. The final survey should be available by next Staff Council meeting January so he can present it to the group.

	<p><u>Ad-Hoc Committees:</u></p> <p>Unsung Hero: (Deidra) No update</p> <p>Telecommuting: (Kimberly) Kimberly met with Kim Davison to gather her thoughts on the proposal. The committee will have to do a lot of research to overcome Kim’s resistance. Kim D. raised four questions for the committee:</p> <ul style="list-style-type: none"> • Why do you want to have a telecommute policy? What are the benefits? • Who will be effected? Is the proposal equitable? • Will we be able to maintain our student focus? • Will we be able to provide supervisors the tools to manage at-home employees? <p>Gen met with Floyd to get his thoughts. While Floyd did not offer an opinion, he did give Gen some criteria he felt the committee should consider. He also thought the committee should try to focus on a policy that benefits a majority of staff (i.e., that includes non-exempt employees), rather than being beneficial to a few.</p> <p>Aaron W. stated that the faculty are pushing for more on-line classes, which seems to be at odds with leaderships reluctance with telecommuting.</p> <p>Gen clarified that the proposal is asking for 1 or 2 days a week; not 100% telecommuting.</p> <p>Shayla stated that there are other schools (such as Tarrant County Community College) that have “front facing” employees (specifically, advisors) who do virtual advising.</p> <p>Kelly R. offered that when the Collin College Virtual Campus comes on-line, there will probably be opportunities there for staff who want to telecommute.</p> <p>Gen felt that the “equitability” factor will be the most difficult to overcome. She also added that a back-up option/proposal could be for flexible work schedules.</p> <p>By-Laws: (Colin) No Update</p>
Old Business	<ul style="list-style-type: none"> • None
New Business & Announcements:	<p>Lift-up Campaign: (Liz) Liz asked everyone to consider giving \$35 (for Collin’s 35th anniversary). She also offered that there are other ways to contribute.</p> <p>You Make a Difference Coin: Kimberly Head gave the coin to Genevieve Northup for doing so much research on the telecommuting proposal. She said Gen was a “Rock Star” and that she’s always there with data or whatever is needed when someone asks.</p>
Roundtable:	<p>Colin: IT is currently upgrading Windows 7 to Windows 10. They hope to be finished by the end of the year.</p> <p>Liz: Reminded everyone that she brought holiday cards for us to fill out that will be sent to soldiers who cannot be home for the holidays.</p>
Adjourn:	<p>Motion to adjourn – Greg. Motion seconded – Debbie D. 3:50pm</p> <p>Next meeting: Friday, January 17, 2020 @ 3:00 – 5:00pm – CHEC room TBD</p>