

Staff Council



MEETING MINUTES Friday, May 8, 2020 1:00 - 3:00 p.m. Via Zoom

Members Present (✓):

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

Call to Order:	Meeting called to order by Liz Howard at 1:05pm
Review of Recommended By-Law Changes:	<p>Liz displayed the recommended by-laws changes on the screen and read them aloud.</p> <ul style="list-style-type: none"> • Kelly: Can we change the wording to “video conference technology” and not Zoom? • Colin agreed. • Kimberly: Recommended we change “If the Governor...” to “If the District President...” to cover all situations • Ari agreed. • Renee: Suggested “Government Official...” • Ari pointed out that the District President is not a government official • Nadia and Colin both suggested “Local or state governing entity” • Jinger: Asked what the Board of Trustees by-laws say in regards to this situation. • Colin: Asked if the Board of Trustees might not be subject to different rules than we are? • Linda A stated that they do have different rules. • Jackie recommended we drop off that whole piece and just put “The Council President may...” and no comment as to why. • Liz suggested we add “At the discretion of the executive leadership team”.

	<ul style="list-style-type: none"> • Colin asked if a staff person doesn't come back to work, will they be able to Zoom into the meeting. • Liz responded that the issue had previously been addressed and was already in the language of the by-laws. She stated that the current language would suffice. • Liz asked if there were any other suggestions. No one responded. • Colin made a motion to approve the recommended changes to the by-laws. • Andrew seconded it. • Liz put up a poll. 18 yes. 0 No. 1 Abstain*.
Approval of Minutes:	<p>Motion to approve minutes from 4/17/20 meeting: Colin 2nd: Renee</p> <ul style="list-style-type: none"> • Liz put up poll: 18 Yes. 0 No. 1 Abstain*
Updates Announcements:	<p>Liz:</p> <ul style="list-style-type: none"> • Leadership Meeting this coming Monday. Liz will update them on: <ul style="list-style-type: none"> ➤ Rose Award ➤ Meals on Wheels ➤ Anything else we decide today • Liz informed the council that Shane Apple resigned as Vice President from the Staff Council as well as from staff council itself. Subsequently, we'll need to elect a new Vice President. <p>Liz received a nomination for Andrew Campbell. She asked Andrew if he accepted the nomination to which he answered yes.</p> <p>Liz also received a self-nomination from Gen Northup. Gen was in an emergency HR meeting and so could not be present.</p> <p>Liz inquired if there were any other nominations. No response.</p> <p>She asked Andrew if he'd like to say anything. Andrew said yes.</p> <ul style="list-style-type: none"> ➤ Andrew shared a presentation that gave information about his personal and professional background while he spoke about his qualifications. (To see presentation, go to: https://prezi.com/view/ngQk9SVhadNiaLnxBa4e/). <p>Liz then reiterated that Gen could not be there because of the HR meeting and asked if anyone minded if we held the vote until the end of the meeting in case Gen could make it in order to give her the opportunity to say anything. No one objected.</p>
Treasurer's Report:	<p>Current Balance: \$ 4,613.02</p> <ul style="list-style-type: none"> • Renee indicated that we would be spending some on the Rose Award. <p>Liz stated that with the help of Renee she had sent the proposal asking for more money for Staff Council next year to the Leadership. She was not sure we'd get it under the circumstances.</p>

<p>Other Reports:</p>	<p>President’s Report: Nothing in addition to the above updates</p> <p>Ari (Recorder): Nothing at this time</p> <p><u>Service Committees:</u></p> <p>Rose Award: (Debbie) The committee has narrowed the pool down to 5 full-time and 2 part-time finalists. They notified the eligible nominated people. The committee is working on a Plan B in case we don’t have All College Day. Not going to share the particulars at this time.</p> <p>SEOTY: (Andrew) Liz just received the video of the student. He recommended they work with the social media staff to make sure the video is seen/posted.</p> <p>Silent Auction: (Shayla not present)</p> <p>Meals on Wheels: (Rosa) Inquired if we should extend the end date. There’s a possibility we could rent a U-Haul truck for All College Day. In addition, next month we could set the truck out at each campus for a day to collect goods. We could also continue with the online donations.</p> <p><u>Research Committees:</u></p> <p>Full-Time Staff Retention: Nadia did not have anything.</p> <p>Professional Development: Kimberly did not have anything.</p> <p>District-wide communication: (Colin) Colin hasn’t spoken to Institutional Research – they’re very busy right now.</p> <p><u>Ad-Hoc Committees:</u></p> <p>Unsung Hero: Deidra did not respond.</p> <p>Telecommuting: (Kimberly) We spoke at the last meeting about creating a survey. The committee has worked on the survey. She shared the survey and reviewed the questions on the survey and asked for everyone’s thoughts. The survey can be viewed here: https://forms.office.com/Pages/DesignPage.aspx?FormId=MTQGxfLX20isYurqouC_EcCQ1dVbV1FmHskXuD_phlUMFhPS1MOMEhCQzNQQTJNSFVZTOROTE9BVi4u&Token=aea70bc9b2554d51b1046311f54f0748</p> <ul style="list-style-type: none"> • Debbie asked if people had to put their name. • Kimberly stated that Dr. Matkin usually won’t approve a survey without the name. • Andrew asked if we could add the word “headset” to the number two question. • Liz asked if we could put examples of the positions on number four. • Kimberly asked if we would have to list all the positions. • Linda stated that we call them “public service people”. • Kimberly suggested the phrase, “If you communicate with students”. • Colin and Liz suggested “student interactive”. • Nadia recommended, “routinely active X% of the time”. 50%? • Collin thought 60% to indicate it was the majority of the person’s job responsibilities. • Pam H recommended, “50% or higher”.
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	<ul style="list-style-type: none"> • Kimberly added, “More than half of your job”. She also asked if we wanted the survey to go to Administrators as well. • Colin thought we should. • Kimberly motioned for the council to approve the survey to send to Dr. Matkin. • Linda seconded. • Liz put up a poll. 18 Yes. 0 No. 1 Abstain* <p>Bilingual Stipend: (Andrew) The committee will be making a report at the next meeting.</p> <p>Return to Voting: Liz stated that since Gen did not make it to the meeting, we would go ahead and vote for the Vice President. She put the poll up.</p> <ul style="list-style-type: none"> • Gen came in and Liz asked her if she’d like to say a few words. • Gen said yes. She shared that she was passionate about Staff Council and wanted to develop new ways to partner with Human Resources to provide more opportunities to staff. • Liz put the poll up again. 13 Andrew. 7 Gen <p>Liz congratulated Andrew on becoming our next Vice President and wished him good luck. She then thanked Gen for running for the position.</p> <p>*Abstaining voter is Jackie Langford. Ex Officio is a non-voting position.</p>
Old Business	None
Roundtable:	<p>Colin: The Campus Tech staff will be on campuses starting this week in preparation for staff returning to campus. On May 18, additional staff will join them.</p> <p>Renee: Don Weasenforth is retiring May 29th. Renee is working with Dr. Toni Jenkins to figure out how to have a retirement get-together.</p> <p>Kelly: Asked if anyone had received emails from staff about the emails Dr. Makin had sent out. Is anyone expressing confusion?</p> <p>Liz stated that she thought the emails were probably going to the staff’s supervisors.</p> <p>Jana: Asked Colin if the computer labs on campus would be open.</p> <p>Colin stated that he wasn’t sure. He said starting on May 18th some of them may be open. He stated he would find out.</p> <p>Liz: the next Staff Council meeting was scheduled for June 17th which was going to be Rose Award Day. We’re going to reschedule to June 19th. She stated that she would let everyone know before then if the meeting was going to be in person, via Zoom or both.</p> <p>Liz thanked everyone for being present at the meetings during this crazy/busy time.</p>
Adjourn:	<p>Adjourned the meeting at 2:02pm</p> <p>Next meeting: Location TBD. Friday, June 19, 2020 @ 1:00 – 3:00pm</p>