

Staff Council Attendance November 11, 2022

|                            |         |
|----------------------------|---------|
| Alvarez, Kelly             | X       |
| Beck, Jeff                 |         |
| Cortez, Brittany           | X       |
| Davisson, Susie            |         |
| Donihoo, Eric              | X       |
| Hall, Natarsha             | Excused |
| Hamilton, Brent            | X       |
| Hamilton-Meserole, Candace | X       |
| Harris, Jennifer           | X       |
| Hawkins, Eric              | Excused |
| Herrera, George            | X       |
| Hoh, Peter                 | X       |
| Kelley, Courtney           | X       |
| King, Joey                 | X       |
| Knight, Scott              | X       |
| Kollman, Diana             |         |
| Lankford, Miranda          | X       |
| Long, Sydney               | X       |
| Mangrum, Jennifer          | X       |
| McGee, Ashley              |         |
| Mersiovsky, Andrea         | X       |
| Minot, Pamela              | X       |
| Mokake, Tom                | X       |
| Mook, Christine            | X       |
| Murray, LaTricia           | X       |
| Northup, Genevieve         | X       |
| Phoenix, Christy           |         |
| Robinson, Jessica          | X       |
| Saenz, Abel                | X       |
| Schulze, Alicia            |         |
| Snyder, Joshua             | X       |
| Stine, Jill                | X       |
| Vosloo, Bridget            | X       |
| Walker, Jeremy             |         |
| Williams, Vernita          | X       |

## Staff Council Meeting

November 11, 2022

### **Call to Order**

President Gen Northup called the meeting to order at 3:03 p.m.

### **Approval of Minutes**

Josh Snyder motioned to approve the minutes; Scott Knight seconded at 3:33 p.m.

### **Welcome Activity**

All Staff Council members participated in the welcome activity.

### **President's Report and Updates**

Mileage Reports- Please make sure that you submit mileage for each month that we meet in person and for any other driving you do concerning Staff Council.

Newsletter Content is due by Nov. 22, the Newsletter will go out Nov. 30.

Superbowl Commercial Update- We will be filming on Monday and talking about Blue Santa, ROSE, Student Employee of the Year, and Random Acts. We will film in Allen. If you have any ideas, please email Gen over the weekend. Thank you to everyone who has volunteered to help edit, shoot video, or be on camera.

DEIB Initiative Update- Collin is moving forward with this council; we do not need to submit our proposal. Our ideas have been shared with Floyd Nickerson. Christy Phoenix will be on the council. This ad hoc committee will not need to meet right now; this is a big win for the staff at Collin.

Bilingual Stipend Proposal Update- The changes that we voted on have been made. Gen will take this to Nate Walker, Shelley Sheldon, Floyd Nickerson, and Kim Davison on Monday. The next step will be to get on the calendar to take it to leadership.

### **Debrief from Dr. Matkin's Listening Tour**

Josh Snyder-I went to the event in McKinney; it was nice to see Dr. Matkin open up about different things. We talked about the new website. He was willing to speak even to weaknesses. If you are still going to a session, be thinking about threats, as he is looking for feedback on that.

Gen-The one at CHEC was well attended People brought up personal challenges, and Dr. Matkin was eager to help find solutions.

Jennifer Harris- attended in Plano. Several strengths were discussed. Some professors brought up the difference in full-time faculty versus part-time faculty. Dr. Matkin spoke to the numbers of full-time versus part-time faculty; they are 61 % to 39%.

Gen – The adjunct and full-time ratio often comes up in AGS meetings. In some programs, like health care or technology, it is helpful to have faculty that are not full-time so that they are current on trends within the industry. If you are in one of these sessions, look at key themes identified, as they may be items that influence what we do going forward.

## **Bylaws Revision**

Second Reading

### **ARTICLE IV OFFICERS & DUTIES**

The officers of this council will be: President, Vice-President (President -Elect), Recorder, and Treasurer. There will also be committee chairs for the R.O.S.E. Awards, Student Employee of the Year Awards, the Silent Auction, Meals on Wheels, and any other committee the Staff Council forms.

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### **ARTICLE VII POWERS**

1. The Staff Council will have the following standing committees: R.O.S.E. Award Committee, Student Employee of the Year Award Committee, Silent Auction Committee, Meals on Wheels Committee, Random Acts of Core Values Committee, Employee Retention Research Committee, Professional Development Research Committee, and District-Wide Communication Committee.

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Motion Carries:

Yea: 23

Nay: 1

## **Meeting Schedule Discussion**

Gen: Historically, Staff Council has met on the second Friday of the month from 3-5 p.m. A few people have requested that we move our meeting time. I am open to moving the day we meet, but I am concerned about moving mid-year since we have already sent out the dates for this year, and supervisors have approved them.

Tricia: It's hard for me as an hourly employee because I have often hit my 40 hours by Friday.

Gen: Your supervisor signed off on you working this schedule; they should be able to work with you for you to be able to get comp time or adjust your hours. If anyone is uncomfortable having that conversation with their supervisor, please let me know, and I can help facilitate that conversation.

Brittany: Has anyone suggested moving the meeting up a few hours on Friday? That might help with some of the hourly stuff.

Jennifer: This would help Scott Knight and me as we usually are off by 2 p.m.

There was some discussion about moving our meetings to mid-day, making it hard for hourly employees, particularly those who have to cover the front counters. The mid-day meeting adds travel time on both ends of the meeting. There was also discussion about having the meeting first thing in the morning, versus at the end of the day. One of the dual credit counselors also pointed out that Zoom is easier for dual-credit counselors.

Gen will create a survey to discuss meeting times going forward; we can also look in the summer at changing meeting times for next year's council.

Motion to survey and potentially update the times of day of our Staff Council meetings: Candance Hamilton-Meserole motioned, and Trisha Murray seconded.

### **Making our Mark**

We need to pick up our pace; we do not want to miss out on opportunities because we take too long. We want to present two new proposals to leadership by February.

Another goal is to have at least one enhancement for each event we host. For example, for Student Employee of the Year or R.O.S.E., chairs can work with their committees on this.

We need to hold an informational session at each campus in January, plus a Zoom session. The District-Wide Communication Committee can start looking at some dates.

### **Enhanced website and online presence**

The more we can post on LinkedIn about Staff Council, we have lots of Collin people who are on LinkedIn. If you feel comfortable posting on social media, that's great; if not, that is also ok.

Tricia Murray is going to look into a LinkedIn page for Staff Council.

### **You've Made a Difference**

Tricia Murray "is like walking sunshine, so friendly, supportive, and willing to assist with anything that comes up. She is a new member of Staff Council, but you would never know it. She's jumped in, leading a committee and wanting to be the best member. Tricia is phenomenal to work with, and no one can leave her presence without a smile on their face."

Tricia will be responsible for passing the coin to someone else next month, with a brief paragraph about why they are receiving it.

### **Let's Have Fun!**

At our in-person December Staff Council Meeting, we will have two competitions:

Tacky holiday sweater (must be work appropriate)

Best dessert (come hungry!)

This meeting will be in person from 3-5 p.m. Please remember that you can only miss three meetings in a year.

### Executive Committee Officers

- VP – Josh Snyder: Thank you to everyone who participated in our October Scavenger contest. Alicia Schulze was our winner.
- Treasurer – Candace Hamilton-Meserole: We have spent \$520.68, leaving us with \$6479.32.
- Recorder – Pam Minot: Please let me know if there are any attendance issues, particularly as it is harder to track people via zoom. It will also help me if you say your name before you talk, as I am still learning some voices.

### Service Committee Chairs

- Recognition of Service and Excellence (R.O.S.E.) Awards – Candace Hamilton-Meserole: The ceremony will be June 15 at the Wylie Campus. We have confirmed with Dr. Matkin and Conference Services. You are all welcome to attend.
- Student Employee of the Year (SEOTY) Awards – Alicia Schulze is out. Miranda shared that the first reminder email went out on November 1. The nomination form is complete and will be open from November 15 through January 20.
- Foundation Support/Silent Auction – Tricia Murray: We met on Tuesday and discussed foundation support beyond just doing silent auction. The truck raffle is happening right now; we have flyers that you can place on your campus. Stetsons and Stilettos is on February 25, we will need help setting up on the 24th. April 25, we have a 5k run in Frisco; this will be an early morning, starting at 5:30 a.m. Gen: Get out and do some of these events; my husband and I went to the ball; it was a fantastic free event. Josh: These events are a great way to meet our students.
- Meals on Wheels (MOW) – Courtney Kelley: We have had an initial meeting as a team, and I have been in contact with our Meals on Wheels contact. We are also working on identifying campus representatives.
- Random Acts of Core Values Committee – Pam Minot: I was supposed to meet my team this week but had some Zoom issues. Gen sent a reminder email in October, and we have had many nominations as a result. Seeing the positive reactions from people who receive a nomination email is really nice. This program is a great way to recognize someone doing something awesome.

### Research Committee Chairs

- Full-Time Staff Retention – Jennifer Mangrum: We had our first meeting on October 25 and are going to focus on a mental health day as our primary project. Our next meeting will be on November 28.
- Professional Development – Natarsha Hall is not present. Pam gave an update as the chair from last year. One of the big things we were looking at last year was to have money for professional development so that individual departments do not have to fund this. Gen-This would help with funding to send the nominees for the NISOD and League Excellence Awards.
- District-Wide Communication – Josh Snyder: We had a meeting this week. We want to have our flyers put on Cougar Vision. We want to get Staff Council shirts made so that we are seen for events. We would also like to get a tablecloth. Gen: We would like to have a nametag for events where a t-shirt is not appropriate.

### Ad Hoc Committee Chairs

- Bilingual Stipend – Pam Minot, we have sent in the updates and will wait on any requests for changes based on feedback from leadership. At Dr. Matkin's event, there was a discussion about increasing our international student population; this is something that we can also add to our presentation.
- Blue Santa – Scott Knight, we have decided to support five families this year. The deadline for nominations will be December 2. The flyers were finished today. We will select the families with Staff Council on December 10. We are thinking about using Venmo for people to donate. Donations come from officers in the police department. Andrea Mersiovsky pointed out that the Foundation can open a fund to collect money and potentially allow people to donate via a payroll deduction.
- Campus Ambassadors – Eric Donihoo, We have a PowerPoint that is ready to be presented. We will start with the main areas on larger campuses (Infor desk, PD, etc.). Tours will last 30-90 minutes. We will also provide tours for individuals who transfer. Gen pointed out that some people do not attend new-employee orientation on their first day. This may change how the tour is structured, depending on the orientation timeline.

Motion to vote on the campus tour proposal: Josh Snyder motioned, seconded by Candace Hamilton-Meserole

Motion carries:

Yea: 24

Nay: 0

### **New Business & Announcements (Round Table)**

Eric Donihoo: I will be finishing my master's degree in June and will walk in December.

Vernita Williams: I will finish my master's Degree on December 16, exactly 20 years after having my twins. If you are waiting on requests, please be aware that our department is short-staffed right now.

Christine Mook: The Frisco Campus library is partnering with the Writing Center on a workshop series, writing workshop, and author panel, which will include several published authors from our faculty and staff.

Brittany Cortez: We had our first meeting for the Staff Memorial Ad Hoc Committee; we will be getting in touch with Stephen Rogers to see what they do on the student side to see if we can mirror that for staff.

Andrea Mersiovsky: We are hosting a truck raffle; any Texas resident is eligible to win. Please share this on social media, and let me know if you need posters.

Tricia Murray: I was just recently promoted in my department. My daughter works at the Wylie Campus Fitness Center; she is excited because she was selected as a student to help judge an event with the provost.

Candace: I have two positions for student workers in my department that I need to fill; if you know any students, please have them apply.

Gen: Please promote the Burnalong app as part of Staff Council. This is a pilot year; we need people to use it so that we can renew it next year. You no longer have to check into a Fitness Center to use wellness time.

Have a safe and happy thanksgiving break with your families. I am so thankful for all of you.

**Adjourn:** Miranda Lankford motioned to adjourn. Christine Mook seconded at 4:51 p.m.