

Staff Council Attendance January 14, 2022

Name	14-Jan-22
Alvarez, Kelly	Excused
Atkins, Beth	X
Bilich, Stacey	X
Braga, Russel	X
Castleman, Lacy	X
Clark, Jan	X
Cotton, Melisa	X
Davisson, Susie	
Donihoo, Eric	X
Hamilton-Meserole, Candace	Excused
Harris, Jennifer	X
Hennigan, Brad	X
Herrera, George	X
Hickman-Platt, Diana	X
Huff, Nancy	X
Jones, Joshua	Excused
Joshua, Jordan	
Knight, Scott	X
Kollman, Diana	X
Long, Sydney	X
McGee, Ashley	X
Mersiovsky, Andrea	Excused
Minot, Pamela	X
Mokake, Tom	X
Northup, Genevieve	X
Phillips, Alicia	X
Phoenix, Christy	X
Platt, Diana	X
Robinson, Jessica	X
Rueles, Shari	X
Saenz, Abel	X
Schulze, Alicia	X
Snyder, Joshua	X
Wetzel, Amy	X

Staff Council Meeting

January 14, 2022

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

Deborah Ingoldby is attending as a guest.

Welcome Activity:

1. Identify one activity on your bucket list

All Staff Council members participated in the welcome activity.

Approval of Minutes: Nancy Huff motioned to approve the minutes from December's Staff Council meeting. Amy Wetzel seconded the motion at 3:30 p.m.

President's Report and Updates:

- **Membership update:** New additions to Staff Council
 - Dr. Jessica Robinson, College and Career Counselor, K-12 Partnerships
 - Alicia Schulze, College and Career Counselor, K-12 Partnerships
 - George Herrera, Science Lab Manager, Celina Campus
 - Russel Braga, Program Manager for CE, CYC
 - Jan Clark, Assistant to the Executive Dean, CYC
 - Kelly Alvarez, Administrative Assistant, Frisco Campus
 - Ashley McGee, Assistant to the Dean, Frisco Campus
- **Bimonthly newsletter:**
 - January has gone out and received positive response
 - Next newsletter is to go out the first week of March
 - All chairs, please submit content to Gen and Josh by February 18
- **Tuition reimbursement and sick leave pool:** Gen was unable to meet with Dr. Matkin in December because the meeting was canceled. The meeting was rescheduled for January, but several cabinet members were out. The meeting has been rescheduled for February 7.
- **Proposal goal reminder:** Goal of two proposals in the fall and two in the spring. Committee chairs will also go with Gen to present new proposals to Dr. Matkin.
- **Staff submission:** Submitted by Rebecca Kleinman, Science Lab, Farmersville. Proposal summary: Create a district-wide initiative to foster diversity, equity, and inclusion (DEI) in addition to existing EEO policies. Identify stakeholders and add a Board Policy, website, and strategic goal to increase and support DEI at Collin College.

Gen: We do not currently have a diversity and inclusion officer or office. The floor is open for questions comments.

Christy: I definitely support this and expressed concerns in our recent survey submitted to Dr. Matkin to give feedback.

Pam: I feel like many of the things we do are check-the-box things, and we don't have a lot to make a difference or support people.

Stacy Bilich: What types of things do other organizations do to foster diversity, equity, and inclusion?

Gen: As Staff Council, if we decide that we want to pursue this idea, we will put together an ad hoc committee. The committee would research best practices in DEI that are utilized by other colleges. We would then put together an overview of what we would like to see and the rationale for why we need it. We would then present the proposal to Dr. Matkin, and the appropriate department would be responsible for initiating.

Diana Platt: I think this is being presented as a proactive program.

Gen: Yes, this would go above and beyond what we already do.

Christy: They would be proactive in giving us training on those biases and how to prevent them. Those departments are usually proactive. They will collaborate with other departments, to recruit and retain a diverse population, and to promote inclusion. It is very proactive versus reactive.

Gen asked for further questions before voting. There were no other questions.

Poll: Should Staff Council create an ad hoc committee to research DEI?

23 said yea

1 said nay

Gen: Our next step is to create an ad hoc committee with a chair and at least six members. The chair keeps the committee organized and on task.

Chair:

Christy Phoenix

Committee Members:

Ashley McGee

Alicia Schulze

Nancy Huff

Pam Minot

Shari Rueles

Tom Mokake

- **Staff Submission:** Submitted by Denise Hughes and Faye Davis, McKinney Campus Library. Proposal summary: Coordinate a project for Collin employees to use the Makerspace to knit, sew, and crochet scarves, hats, ear warmers, masks, and more for the homeless. The library will provide some supplies and instructions.

Gen: We would need to find a community partner who wants to take our donation. I am opening the floor for comments and questions before we vote.

Diana Platt: The Salvation Army group in east Plano opens as a warming station when the temperature drops below 35, and they request these items during those times. Also, is the Collin Serves committee involved with this? Would we have overlap if we did this project?

Beth Atkins: There is a professor in Plano who organizes this; a combination of staff and faculty participate in a donation drive.

Nancy Huff: We could do hats for women with breast cancer.

Gen: The McKinney makerspace is offering their space, as well as supplies and instructions.

Diana Platt: Do all the campuses have makerspaces?

Beth Atkins: Plano, McKinney, and Frisco have a makerspace.

Pam: What do they need us for if they are providing everything? Marketing?

Gen: Yes, primarily marketing.

Christy: Do we need to have an ad hoc committee if we are just putting this in our newsletter?

Gen: No, but we would if we needed to partner with the organization.

Poll: Should Staff Council create an ad hoc committee to coordinate Collin employees using the Makerspace to create items for the homeless?

15 said yea

10 said nay

(A simple majority is all that is required)

Chair:

Stacey Bilich

Committee Members:

Diana Platt

Eric Donihoo

Amy Wetzel

- **You've made a difference:** The "You've Made a Difference" coin is for someone on the council who has gone above and beyond. Last month's winner, Joshua Jones, nominated Lacy Castleman

as this month's winner for contributing at every Staff Council meeting and her fantastic job chairing the Meals on Wheels Committee.

- **Bylaw revisions:** *Second reading.*

Article III Membership

Original:

9. Members may not serve more than two consecutive terms. Members may run for additional terms if they have sat out for at least one year.

Proposed:

9. Members may not serve more than two consecutive terms unless serving as President or Vice President. Members may run for additional terms if they have sat out for at least one year.

Gen: We will be voting via Zoom on the bylaws that we have already reviewed in two prior Staff Council meetings.

ARTICLE III MEMBERSHIP

Proposed:

Membership in the Staff Council shall consist of 35 Collin College staff members. There are 20 elected members and 15 appointed members.

ARTICLE IV OFFICERS AND DUTIES

Proposed:

3. The term of office will be for one academic year (9/1-8/31) for Recorder and Treasurer and will begin on the day of the first meeting for that academic year. The term of office will be for two academic years (9/1-8/31) for the Vice-President and President.

4. Vacancies will be filled by voting for a new officer at the next meeting after the position becomes vacant. The new officer will serve the remainder of the term in which they are elected.

ARTICLE IV OFFICERS AND DUTIES

Proposed:

5. The duties of the officers will be:

b. The Vice-President (President-Elect) will fill all duties and responsibilities of the President in his/her absence, serve as President the next year two years following the two-year term as Vice-President, and will serve as the

Parliamentarian if needed at meetings. In the event the Vice-President is unable to serve as President or leaves the college, a new President will be elected by the Staff Council members to serve the remainder of his/her term. The Vice-President will also serve on the Executive Committee.

Poll: Should the membership of Staff Council increase from 30 to 35?

23 said yea

2 said nay

Poll: Should the term of office for the Vice-President and President be extended from one year to two?

24 said yea

1 said nay

Poll: Should the new officer serve the remainder of the term in which they are elected?

24 say yea

0 said nay

Other Reports

Executive Committee Officers

- VP, Josh S.: Nothing new to report, just a busy week this week, I wish everyone a wonderful three-day weekend.
- Treasurer, Candace: Not present
- Recorder, Pam: Please review the minutes when they come out and tell me if I have made any mistakes, particularly with attendance.

Service Committee Chairs

- Meals on Wheels, Lacy: This month, we developed a timeline for the semester and action items for this month. Also, please let us know if you have any freebies that you can part with so that we can give them to those who donate to Meals on Wheels.
- Silent Auction, Stacey: We are working on scheduling our next meeting to support the Foundation for Founder's Day in April.
- R.O.S.E. Awards, Candace: No update
- S.E.O.T.Y. Awards, Jordan Joshua: Please encourage colleagues and departments to submit for Student Employee of the Year. Reach out to Jordan if there is someone in your area that you want to nominate. We only have five nominations this year.

Research Committee Chairs

- Full-Time Staff Retention, (Chair needed): Gen: We will have a separate conversation offline about the chair position.
- Professional Development, Diana: We are close to bringing a proposal to Staff Council.
- District-Wide Communication, Susie: (Given by Stacey) The last time we met was in October. We were looking at a poster for communication, both printed and/or in digital format.

Ad Hoc Committee Chairs

- Random Acts of Core Values Committee, Pam: We have made a lot of progress; we are working with PR to finalize a poster. We also have an upcoming meeting to finalize the prizes.
- Bilingual Stipend, Pam: We are in the research phase; we should have something to present to the group in another month or two.

New Business & Announcements (Round Table)

Lacy: The deadline to submit curriculum proposals is January 31. If anyone has questions, they can contact me.

Diana Platt: We had 450 people walk in our in-person graduation ceremony in the fall, closer to 2,000 who will graduate. Diplomas will go out mid-February at the latest. We should put out materials for resource fair to tell staff about Staff Council.

Gen: Connect with the District-Wide Communication Committee about materials for the resource fair.

Scott Knight: We did a blue Santa this year with the Farmersville campus. Provided gifts for two families and would love to do more. Maybe that is something we can do as part of Staff Council.

Adjourn: Scott Knight motioned to adjourn, seconded by Diana Platt at 4:32 p.m.

“Real change, enduring change happens one step at a time.” Ruth Bader Ginsberg. Next month’s meeting will also be virtual.