

**Staff Council**  
**2-16-22**

Present: Jeff Hoyer, Leslie Quinn, Angela Boyer, Robin Judkins, Latonya Hood (by Zoom), Ed Lovitt, Caitlin Murphy, Kim Steinmetz, Carol Gard, Karen Koller, Alison Weber, Jason Arnett, Mary Anne Matos, Kaitlin Krumsick, Jill Sigler, Betsy Timm, Kristy Howell, Jimmy Keaton

Absent: Sean Bergman

- Updates from College Council
  - Met this afternoon
  - All seats are now full and everyone was in attendance
  - Great discussion regarding issues around cheating/academic integrity
    - This was a conversation not related to any recent events
  - Counseling now has a “calming room” for students to use during crisis
    - Mental health clinician to start training soon
  - Some confusion around the last snow day led to a conversation today
    - Things are clearer now, and we are better set for the next college closure
  - Discussed areas across campus for groups of students to work together, to provide safety for our students
  - Minutes to be posted shortly
- Kansas Leadership Center Updates
  - Some of Staff Council went through the training last week, and the rest will attend in March
  - Mickey McCloud planning to host an event for participants in the future
  - Some comments from the recent participants from Staff Council:
    - “Learned a lot about myself”
    - “Learned what shared governance is, but still need to do some research”
    - “Gave me tools to look at issues from different perspectives”
    - “The ‘question’ part was very helpful”
    - “I learned/heard different interpretations of situations”
    - “Class was broken up and organized in a way that was very friendly to participants”
    - “I loved the small groups”
    - “Getting outsider opinions was very enlightening”
    - “Use of interpretations was helpful”
    - “Loved the use of ‘on the balcony’ (looking at people on the perimeter or not engaging) was great!”
    - “Read the book before training if possible, it is very helpful”
    - “‘Adaptive Change vs. Physical Change’ was a highlight for me”
  - Will get updates from March participants after their training
- Topics in Progress
  - See “Topics in Progress” section below for notes
- New Topic Requests
  - See “New Topic Request” section below for notes
- Next townhall? Summary report?
  - Everyone will be thinking about this for discussion at our next meeting

- Jimmy Keaton suggested that we have a Staff Council table set up at Cav Craze
  - Will discuss further at a future meeting

### **Topics in Progress:**

- New Staff Orientation – Closed, but will all staff be able to see the PowerPoint?
  - Kristy Howell is still waiting to hear back about all staff being able to see the PowerPoint
    - She will keep us posted
  - Kristy Howell will send the slide to this group for review
- Staff Sabbaticals – Ed Lovitt and Kaitlin Krumsick. Strategic plan goal strategy and next steps for facilitating discussion with key stakeholders
  - Elisa Waldman sent a message today containing an article she found regarding sabbaticals
    - She believes everyone should be eligible for sabbaticals, and that conversation will continue in the near future
  - We will consider using this topic as a survey and/or a Townhall topic in the future
  - Leslie Quinn stated that some employees feel they can't step away from their job for a long period of time, and that maybe we could consider part time sabbaticals or an adjusted schedule for a specific length of time
  - Ed Lovitt and Kaitlin Krumsick will keep us posted as discussions continue
- Building Connections and Employee Engagement - Update from strategic plan groups on how we may assist. Update from Kaitlin Krumsick on draft list of staff tour opportunities across campus
  - Kaitlin Krumsick uploaded a document into Teams for our review and feedback
  - As we continue to work through/past COVID, we will have that working document available as a resource for everyone across campus
  - Will keep this topic as "In Progress" for the time being
- Request for Continuing Education instructors to be able to receive JCCC credit tuition assistance – Leslie Quinn and Caitlin Murphy will be meeting with Leslie Hardin to gather information
  - Meeting scheduled for next week
- Do we want to start some subgroups of Staff Council to discuss some of the submitted topics in more detail?
  - Will continue this conversation after allowing some time for each of us to think and bring feedback to our next meeting

### **New Topic Requests for 2-16-22**

1. Request for staff areas to have flexibility in determining their staff performance review timeline to accommodate high volume timeframes
  - Concern from Staff Council representatives that the email regarding annual review was received from HR in mid-December, with a January deadline
  - Another concern is that the performance reviews don't really matter or mean anything from the staff's perspective
    - Pay increases aren't currently tied to performance reviews
    - Alison Weber pointed out that from a legal perspective, reviews are very helpful, especially in the case of an employee termination

- A motion was made by Ed Lovitt to reach out to HR to ask if the performance review timelines can be customized by department, it was seconded by Jason Arnett and the motion passed unanimously
    - Leslie Quinn will take this request to Leslie Hardin, but we need to continue thinking about how our communication with HR will happen in the future
      - Leslie Quinn and Caitlin Murphy will discuss with Leslie Hardin at their next meeting how best to pass these requests to them
  - Leslie Quinn told the group that HR has requested to send a representative from HR to every meeting
    - Kristy Howell suggested a compromise of allowing a representative attend one meeting a quarter
    - After discussion, it was decided to put this topic on next week's agenda, allowing representatives to think about possible ideas/compromises to bring to next week's meeting
2. Request for employees to be able to earn paid time off by participating in an employee health and wellness program.
- Jimmy Keaton presented this idea to the group after completing a group project
    - He presented the idea to HR a long time ago, but didn't receive much support
    - Jimmy used Cerner's current program as a starting point for his project
    - Kaitlin Krumsick pointed out that PTT would not be eligible, as they don't accrue time off at all
    - Are there concerns with any issues around staffing if we implement this program?
    - We need to consider differently abled people, who might not be able to work out in any way
    - Might consider partnering with the Employee Engagement Strategic Team to further evaluate this idea
    - Need to think about staff who don't work on campus and don't have easy access to the JCCC Fitness Center
    - Haley Molden in HR is responsible for JCCC's Wellness Programs, ideas, and incentives
    - Ed Lovitt motioned to take this initiative to Haley Moulden for discussion, seconded by Caitlin Murphy. The motion passed unanimously
      - Jimmy Keaton and Jill Sigler will set up a discussion with Haley
      - Leslie Quinn will inform Leslie Hardin for informational purposes
3. Request for staff to receive compensation for higher levels of education.
- Topic carried over to next week's meeting
4. Request for a list of JCCC institutional memberships to be posted in InfoHub
- Topic carried over to next week's meeting
5. Request for a list of JCCC leadership development opportunities to be posted in InfoHub
- Topic carried over to next week's meeting
6. Concern about flexible work arrangements not being allowed by some leaders
- Topic carried over to next week's meeting
7. Concern about rising Covid numbers
- Topic carried over to next week's meeting

8. Concern about overtime policy
  - Topic carried over to next week's meeting
9. Request for low calorie meal options in dining services
  - Topic carried over to next week's meeting
10. Concern about staff being afraid to speak up
  - Topic carried over to next week's meeting
11. Request for the vending machines to be fixed so they can accept credit cards again
  - Topic carried over to next week's meeting
12. Concern about new employee information being removed from the Board packet
  - Topic carried over to next week's meeting
13. Request for a poll to measure staff interest in creating a union
  - Topic carried over to next week's meeting
14. Concern about lack of transparency by removal of new hire information from Board packet
  - Topic carried over to next week's meeting
15. Question about why there was no service pin celebration in spring
  - Topic carried over to next week's meeting
16. Request for a work from home toolkit to be created for managers and staff
  - Topic carried over to next week's meeting
17. Concern regarding the cancellation of the employee stipend program and lack of forewarning in advance
  - Topic carried over to next week's meeting