

Staff Council Meeting Minutes
September 8, 2009

Members Present: 13
Observer: 1

- H1N1 update from Randy Stiles

Updates about a tough flu season, most likely not a pandemic. People can get both flus at once. CC has preparedness website. Use good hygiene, and caution. Get a seasonal flu shot. H1N1 flu shot will be restricted to people who are most vulnerable. It will be paid for by Government. It will be distributed here on campus at Boettcher. It will be given in 2 doses. People older than 25 or not working for Boettcher will not have first access on campus. Guidelines from CDC say you should stay home until fever has broken for 24 hours on its own (without medication). Normal course is running about 2-3 days. A million cases were last reported in United States. 550 deaths noted at this point. Guidelines from CDC note that schools should not shut down at this point. Travel may be restricted or some events cancelled if necessary. Block plan is relatively incremental—which can be helpful if really large issues arise. Contingencies around making up classes are being discussed through the dean's office.

Things that have been done:

Mid summer weekly meetings

Risk Management group questions were answered by people around campus

Developed a comprehensive plan (from Grinnell and other published guidelines)

Boettcher has updated its practices and meeting with others

Swine Flu and You at Fall Conference

Posters and flyers around campus

Proper response has been publicized to local and abroad students, faculty and staff

Local News Media

Purchased supplies for Boettcher health center for ill students

Delivered supplies to campus classrooms

Coordinating with El Paso county health department and other officials

Washington State has 2000 students ill. No information about confirmed cases at CC yet.

Question: if you get swine flu how is policy being looked at with time away? HR says more than 3 days you need Doctor notes and FMLA paperwork. There perhaps may be a webinar coming up to discuss this more. (through Barbara).

Drill tomorrow: Noon- simulated emergency in one or more of the academic or administrative buildings. Ron and Randy are leading this regarding education- pay attention when you hear the siren- do not necessarily evacuate. Listen to voicemail and e-mail. 911 and safety communicate with each other. Senior person on campus will authorize sounding of alarms and messaging.

Call 9-911 from a campus phone. Use posted emergency routes to explain your location to emergency personnel.

Dave- Judith Reynolds said that if people have flu right now, it is H1N1. It is being spread through items not from person to person. King Soopers gave ½ price flu shot based on our insurance.

Message has been very consistent here at CC. As of right now, people are recovering from the flu.

- Select a non-exempt staff member for the Adhoc Budget Committee

Linda thinks it's more important to have a non-exempt person versus a staff council member.

Concerns about Linda sitting on the committee came from senior staff who felt that it could lead to the perception that President Celeste was appointing people rather than complying with Staff Council's nomination—this could create concerns if Linda is on committee. Dave also reinforced that

Staff Council nominations should be autonomous. Whoever is selected for the committee will be asked to attend Staff Council meetings to report on the committee's progress. Budget Committee is now a standing committee.

There are FEC members on the committee.

Staff Council will request that other committees (ex.compensation committee) report back to Staff Council when possible.

Looked through the original list and discussed candidates who would fit NE.

Ava Shawkins was nominated to be on committee by Dave. Shaleen seconded, All SC attendees in favor.

No nays.

First meeting is Wednesday at 1pm in Armstrong Board Room.

- STAFF COUNCIL WELCOME BACK EVENT- Diane Cobbett volunteered to plan this event.

Everyone take flyers to hang in their buildings.

Budget was handed out for event .

Bristol is donating the beer. 1874 is giving us the equivalent of 16 bottles of red, 12 bottles of white. Even if you can't RSVP- you can still attend. This is just to get a sense of number of attendees.

We decided on 4 tables for a few others who may need to sit, as well as 20 tall tables.

We reviewed donations, prize drawings, Staff Council dress code, entertainment and logistics of event set up and take down.

Motion for official \$2200 budget for this event: Shaleen, seconded, all in favor

- Staff Council updates with Robert Moore

Next meeting with us in October at our scheduled meeting

- Anonymous feedback

Staff listing at fall conference- only shortly listed on the back of the faculty packet. Does staff council want to publish a blurb about a staff listing?

Can Joseph put a feedback box for anonymous feedback for Staff Council website?

Shaleen will write a little blurb to post as feedback.

Linda will ask Kim Peterson for a copy of the page of new staff

- McKinley – tour of the campus idea –updates?

How much do we want to do? Should we alternate this with other staff council events? George Eckhardt is willing to help out. Roberto was contacted to have a student give staff tours of campus. Have lunch together after tour.

She will start with an admissions tour. It is okay if we have other events during the same block.

Brown bag luncheons with key people (someone needs to take this on still).

Athletics really likes idea of having a tailgate party with pizza and invite staff to get together for a game.

Google calendar for our website (Joseph coordinating)

Send Joseph any dates that you have scheduled for Staff Council events.

- What progress has been made on updating the Staff Council website with names, titles, info etc?

Updating website- Joseph will do this. Joseph has put updated staff council lists. Millie will send Joseph a list of who is doing what in staff council. Joseph will add minutes to the website. If you got voted into anything—send the notes to Joseph.

- Anyone we should invite to our next Staff Council meeting
- Any other business
- Need to fill Events coordinator position. There are not really a lot more events. Tours of campus, hot topics, etc. Hot topics don't have to be negative, big conversations. They could focus on staff

specialties, etc. Beer parties could be an option as well. Events coordinator would plan something every couple months.

- We may need to do more solicitation for committees. Terri will run an e-mail by everyone once everything is figured out. Minority Concerns has recommended Ladrika in the library to serve. Nobody on staff council is opposed to this happening. Linda has been discussed as being nominated for the Women's Concerns meeting.
- Committee membership meetings can be closed meetings separate from monthly meeting.