

Staff Council Minutes
September 29, 2015
Approved October 27, 2015

Ongoing Business

1. Approve last meeting's minutes **Cindy moved to approve and Diane seconded – minutes approved**
2. New Representative from Advancement **Carolyn Dickerson was introduced as the new representative from Advancement**
3. Fill secretary position **Richard will be our new secretary starting at the Block 3 meeting – Tulio will provide a laptop or tablet for him to use for the job**
4. Campus Committee Openings – Child Care Center **Erica sent an email out for Staff Council to vote to fill this committee opening**
5. Apparel Order **Arielle has the order info and will get it placed so that we have our apparel before the next In the Loop**
6. New Dog Policy Pilot – Feedback? **No one has heard any feedback at all**
7. Workplace Excellence update **No update – first Workplace Excellence meeting is scheduled for the day after this Staff Council meeting**
 - a. Proposals for this coming year
 - i. Rules Project (Staff Council ongoing practice to review policies) (Arielle)
 - b. Spring Conference follow up, 2015-16 faculty and staff climate survey, workplace excellence next steps
8. Staff Council communication and feedback (anonymous submission form, Staff Council email, emails to distribution groups, messages to the Staff group, attendance at division meetings, etc.)
 - a. Answering Staff Council email and web inquiries/Review new submissions (Arielle) **Nothing new since last meeting**
 - b. Something to consider – remove “anonymous” from feedback page? Staff Council “Office Hours”? **There had been some recent new adjustments to the feedback page so we will finish out the semester and see if there are any changes in the way people submit – will revisit removing “anonymous” in 5th Block**
 - c. Other feedback? **Nothing**
9. Follow-up on Co-Chair meetings with HR and/or the President (Denise) **Notes from the co-chair meeting with Lisa B and Barbara W were reviewed with Staff Council –**
 - **HR is continuing to look for ideas for staff recognition**
 - **Staff Council will continue to reach out to HR for input before In the Loop meetings**
 - **HR's priorities for the year include identifying best practices for Talent Acquisition, looking at compliance issues especially around exempt status criteria, rolling out the Ambassador Program, Leadership Development, Compensation and evaluation process and looking into Leave Policies**

- Climate Survey to come out in October
10. Report on Staff Council lunch – (Arielle and Cari) The lunch group was small – the reps from the Comp committee were there and discussed possible raise to the employee contribution to Health Care premiums. Discussed smaller increases over a few years or one bigger increase in a few years.
 11. In the Loop
 - a. Next In the Loop will be November 12th
 - b. Discuss idea of “planting” a couple of questions Several people do not really like the idea of “planting” questions but it was decided that staff council members will stand up at the meetings to ask the questions submitted to the website
 - c. Agenda
 - i. Get to Know video for upcoming meeting – Tulio Rochelle Mason and her group will be featured in the next Get to Know video
 12. Items we need to address or follow-up on later
 - a. Appointed diversity/inclusion member – who is that from staff council? (Arielle) Arielle working on an answer to this

Special Reports

1. President’s report, 10 minutes
 - President reported the exciting news about the new rankings for CC in US News and Forbes and announced that a CC Alumnus is one of 25 National MacArthur Fellows receiving the Genius Grants
 - Family Weekend went really well, great feedback was received and will be looking at how to be more inclusive in the future (i.e. “Family and Friends” program)
 - Next week will be Homecoming and the Board Meeting 2 weeks later
 - The Library people will be back at the end of October for more open sessions – getting close on final plans. Still working on the plans for Creekside storage building
 - Architects for the east Campus Housing project will be here for the November Board Meeting
 - The “Conversations with the President” in the representative areas are getting scheduled and first one is September 30th
 - President recognizes the need to improve communications to employees regarding issues around the construction projects
 - In addition to the Library and East Campus Housing projects, improvements to Cutler Hall for the Admissions Office are being considered
 - Jill to give a renovation/construction project update at the next In the Loop
 - Jill mentioned and “Adopt an International Student” program for staff
2. Human Resources report, 10 minutes – Laurie Mozingo (Wellness Happenings)
 - Laurie Mozingo presented HR’s Wellness Happenings
 - Goal with Wellness Program is to engage as many people as possible this year

- Cigna gave HR \$25,000 to use for their program
 - HR developed a 5 part Wellness series as part of the EXCEL@CC offerings
 - Additional Wellness Activities include Biometric Screenings, having MyCigna reps on campus, Life Balance, having Social Security reps on campus, setting up a Financial Planning for Women session with TIAA Creff, Spiritual Wellness with Shove
 - HR is offering big incentives to drive participation – Fitbits to be given away at all events, \$25.00 gift cards at the Biometric Screenings and a \$3,000 grand prize gift card drawing at the end of the year – it is working so far, participation numbers are up
 - Flu Shots will be offered on campus and are also offered at numerous places in town (such as Safeway and Walgreen’s) – Just show your Cigna card
3. Campus Committee reports (Budget/Compensation Committee, etc.), 5 minutes
- Randy Nehls – Budget Committee
- After the December 2 budget meeting, the committee will have recommendations to Jill
 - Committee will give recommendations on salary pools for salary increases – they need to consider the following in their recommendations: debt, financial aid, facilities/capital improvement, benefits, strategic planning, tuition increases
 - There will be a report to the Board at the February meeting
- Judy Kanagy and/or Liz – Compensation Committee
- Topics the comp committee are considering are: A possible split to the 3% expected salary pool between academic staff and non-academic staff, college contributions towards retirement fund, possible increase to employee contribution towards Healthcare Premiums
 - Comp committee looking for input and thoughts on these topics – Staff Council reps to help with getting the word out to all staff for feedback

Subcommittee Reports, including action items to address, 10 minutes

1. Events Planning Committee (Denise, Cindy, Richard, Cari, Shiyanke) **No update – meeting next week**
2. Faculty Communication Liaison Committee (Erica, Cindy) **Summary of the meeting that some Staff Council reps went to with the FEC – Faculty seemed open to meeting and brainstorming. Erica and Lori Driscoll will keep in touch on topics current to each of the groups. Faculty expressed favorable opinion of staff being able to sit in on a class. Basically this was the beginning of a conversation now that we hope will continue. Faculty were wanting more specific input on what is seen as negative between the two groups.**
3. Staff Amenities Website (Cindy) **No new action**
4. Staff Training/Professional Development (Arielle, Diane, Lori) **Nothing to report**

5. Action Items from last meeting: **All action items done – Denise is working on gift cards – not done quite yet**
- Denise to work on Gift Cards for outgoing Staff Council Members
 - Erica to info out to elect a Staff member to Child Care Center Committee
 - Erica and Cindy to look into setting a joint meeting with Staff Council and FEC
 - Arielle to follow up on Pet Policy
 - Everyone – look at catalog for apparel order
 - Everyone – Reminder to always turn in receipts for any Staff Council expenditures

New Business

- Visits with President Tiefenthaler and Staff Council representative areas (update) – are groups getting those scheduled? **Most groups are on the calendar**
- Follow-up from joint Staff Council/FEC meeting – Staff Council members to gather info from representative areas **already covered earlier**
- Invite to Ombudsman (Paul Kuerbis) to Staff Council meeting – Block 3
- Other business/future agenda items? **Send out the semester lunch schedule to SC reps**
- Action Points (Kathy)
 1. **Everyone please vote on the Childcare Center Committee member**
 2. **Arielle to get the apparel order in**

Topics removed from the agenda for future reference:

- a. “Staff Infection” luncheon sessions (Aaron Cohick, Heather Browne)
- b. Campus smoking ban discussion (Heather Horton)
 - i. This is pending student initiative; a ban is still intended/proposed as of 12/2/14
- c. Suggestion to use Bemis Great Hall as a staff lunch area
- d. Staff Council representative structure changes
- e. Cabinet Member Candor: thoughts and impressions from a CC Cabinet member – do we want to continue this?
- f. Remove “anonymity” from the “Ask Staff Council” page?