

## **Staff Council Meeting – January 7, 2009**

**Attending:** Millie Brence-Austin, Lee Dougherty, Shaleen Prehm, Matt Reuer, Penny Rains, Stephanie Daigle, Nancy Luther, McKinley Sielaff, Terri Akse

### **Elections**

- Vacancies – 6
- 4 – Non exempt
- 2 – Exempt
- announcements for open positions – March 16<sup>th</sup> close date announcement date TBD

### **Events planning**

- A volunteer is needed to pick up this with Diane's resignation– Penny will pick up the task

### **Anonymous feedback**

- Why consider capital projects in light of layoffs based on the Gazette article
- (renovation and maintenance) no new buildings
- ADA adjustments online for 5 years
- Craft a reply and send to Jane Turnis to update the website

### **Ad Hoc committee**

- Staff council can only have 2 staff on the committee
- President Celeste has approved the committee as is
- Option – keep it current with Matt and Nan and Will be added to the list of people to help the committee as needed from a Facilities stand point
- Terri would be happy to draft that communication and recommendation
- David Weddle will be coming on Block 5 so perhaps a memo could be drafted that a 3<sup>rd</sup> staff member also come on at Block 5 or be added to the other assistant committee
- We need to post on the Staff Council website who is on the Adhoc committee, to let the community know who was chosen to represent staff. (or digest message) Terri will get this info disseminated
- Rumors are damaging to morale. Matt is fairly optimistic about the work of this group. Perhaps we as staff council need to disseminate more information to the community after these meetings so the campus knows what is going on.
- Perhaps the first 10 min of the hot topics give updates, might attract more from the community

### **Hot Topics**

- The majority of the topic suggestions focused on financial decisions and matters currently happening
- Tap Susan to come and address questions in regards to the committee work – Contact her office to find out when she is available to schedule the next meeting
- Same format as last meeting – brown bag, beverages – in Gaylord
- How can we get more people to attend? Hopefully with the financial crisis this will draw people
- Next Ad Hoc meeting is at the end of January
- Hot topic should be shortly after that

### **Approach to potential lay-offs from Staff Council**

- Voluntary retirement packages
- Option of 4 day work weeks for some people
- Retirement contribution reduction – huge savings maybe over a few years
- Quantify some of these suggestions to provide to ad hoc committee

- Reduce equipment by 50%
- Reduce entertainment by 50%
- What are people really willing to give up and give up permanently
- Attrition – may not be viable at this time
- Next step – evaluate all the programs – academic and admin to see what should be cut – this might have the least impact on staff maybe just programs and money
- Eliminate programs but shift positions so no one loses their jobs
- Suggestions at Ad hoc committee
- Cost containment – now a second round going on
- Permanent small changes to R & R in their budgeting structure
- Reduce entertainment by 50%
- Increase enrollment by 10 students - \$242,000
- Freezing salaries – save \$1.8 million
- Reducing block visitors - save \$1.4 million
- Reduce travel by 20% - save \$770K
- Reduce materials and operating expenses by 5% - \$380K to almost \$770K
- Every division needs to look at their programs and look for savings
- Eliminate paraprofs - \$500K savings plus
- How can we make people still feel good working here
- What's a reasonable notice to give a staff member who might lose their job?
- 6 months would be the best but realistically what would that number be - would there be a standard severance package?
- Should programs be notified when they know or a group announcement? What is fair?
- Is there a target number?
- Would be better to do it all at once instead of rounds if it comes down to that.
- Staff Council should recommend if positions are cut that they get a minimum amount of notice with pay and benefits and only 1 announcement and a fair and equitable severance package. Example 3 months from notification
- Vacation time for exempt 176 hours can be paid on that accrued vacation once you leave the college you can accrue 352 hours
- CC can assist employees look for employment, workshops etc
- EAP benefits past the termination date is possible