

Staff Counsel Minutes

1/31/07

Council member in attendance: Chad Schonewill, Kristi Salkil, Lee Doughty, Cindy Christensen, Joan Taylor, Karl Greiss, Sarah Withee, Cathe Bailie

Guests: Barbara Wilson, Yolanda Pfund, Shaleen Prehm, Mandy Sulfrian, Donna Sison

Tentative Agenda - *let me know if you have additional items*

- Turnover data - Barbara Wilson
- Climate Survey
 - *Update on reporting* - Cathe & Matt
 - *Requests for "filtered" information* - Cathe & Matt
 - *Action items for HR, including* - Barbara Wilson
 - Follow up on Emeriti
 - Part-time/9 month leave update
 - Others
- WTE update/follow-up - Chad & Cathe
- Q&A with Pres Celeste follow-up - Kristi & Chad
- "Avenues for Expression" document/Ongoing communication - Chad & Kristi
- Wooglin's & Panino's Gift Certificates - Kristi & Chad
- Staff Council elections (see below) - Cathe

Member	Term ends
Cathe Bailie	2007
Chad Schonewill	2007
Daryll Stevens*	2007
Nancy Heinecke	2007
Cindy Christensen	2008
Courtney Arnstein	2008
Karl Greis	2008
Kristi Salkil	2008
Sarah Withee	2008
Joan Taylor	2009
Lee Doughty	2009
Matt Reuer	2009
Nancy Luther	2009
Rita Zook	2009

*replaced Laura Horn

Discussion of Turnover Data - Barbara Wilson;

- Breakdowns of Exempt vs. NonExempt turnover analysis
- Reasons for turnover
- Turnover comparisons with other companies
- Training, wages, upward mobility are identified as the major reasons for turnover here at CC.
- Discussion followed with thoughts offered on Succession Planning and Talent Management. The suggestion was put forward that perhaps there could be some training offered here on campus by off-campus experts. We would need to

identify what training was wanted on campus before moving forward with the idea. Suggestions were; Training in Windows, Excel, Word, etc.

Further discussions - Barbara Wilson;

Staff Mentor Program

- The Staff mentor program is in development at this stage.

Review of the Performance evaluation cycle

Online Format

Narrative format for exempt

March 30 due date to HR

Various Discussions of;

A Leave share bank

ACM Tuition remission

Emeriti FAQ's upcoming

How can better communications occur? Suggestions were;

Email dropbox, all staff meeting, and Blog.

Less than 12 month employee leave is still on the table. May know something by April.

CPI & Self Sufficiency wage. What Staff Council recommendation should be, what should be include to the Board, and whether or not we should ask to speak at the Board on this issue.

Climate Survey - Cathee Bailie;

Currently in the process of categorizing comments, producing reports, and analyzing 46 pages of data.

Climate Survey – Chad

Survey results will be addressed during next weeks Senior Staff meeting. President Celeste requested results for discussion.

Web time entry – Chad Schonewill

Has suggested default schedule for employees be loaded into the system, with any differences manually entered as necessary.

The time overlap as it affects non-exempt employees is still very much under discussion.

Staff council's suggestion is the that the college cover the cost of the one-week overlap caused by the administrative move to Web-time entry.

Q&A with Dick Celeste – Kristi

Discussions on how the meeting went. There was a general perception that the meeting was not relaxed enough for real issues to be fielded. Some thought that less time should have been devoted to the 2010 plan and more to issues of direct concern to staff members. Discussion on format, Town Hall style verses Blog with anonymous feedback.

All Staff Meeting for Spring and Fall – Kristi/Chad

Ideas regarding a plan for an All Staff meeting were fielded.

Avenues for Expression - Chad

Discussion regarding a document that can be distributed to Staff members detailing the various venues they can use to field their concerns.

Gift Cards – Kristi

Staff Council has gift cards remaining from last year's purchases which have been renewed at the vendor and will now be used for advancing the mentor program. Mentors will be given a card to take the mentored out to lunch. Barbara has agreed to use the cards when she is ready for them.

Staff Council Elections - Cathie

Discuss Elections process for new Staff Council members. There are 5 openings for the 3 year positions. Nominations will occur by the end of this week. New start will be 5-31. Old positions expire 6-30. There is a one month overlap. Elections will occur 2-21 tp 3-11. Cathie Bailie, Chad Schonewill, Daryll Stevens, and Nancy Heinecke are the expiring terms.

Committee Elections – Joan

Communications to Committee Chairs regarding Staff member terms that are expiring will be going out shortly.