

MEETING MINUTES – SEPTEMBER 17, 2020

Call to Order: 1 pm

Location: BlueJeans

Attendees: Amber Anaya, Arkaitz Aldecoa, Viola Pellissler, Chynna Sandgren, John Johnson, Renee Caudhill, Hannah Thomas, Jean Lampson, Carol Gribbin, Julia Bledsoe, Rachel Blackburn, Sarah Gill, Tina May, Dawn Ingraham, Chamaea Edwards, Janet Bicker, Katt Warner, Samie Perez, Donna, Ana, and two anonymous guests

APPROVE MINUTES

Amber Anaya motioned to approve August minutes, Sarah Gill Seconded the motion. Minutes were approved unanimously.

1. Board Members Report

- **President's Report – Julia Bledsoe**

- i. Grant-in-Aid was added to Distinguished Retired Classified. The proposal has been approved by the President and will be presented to the cabinet. This approved program with changes will not be retroactive for those who have previously applied. But for anyone who applies from now moving forward will be able to receive the benefits of the revised program.
- ii. The stipend for Classified Council was announced approved for this year for the Classified Council and \$1600.00 has been encumbered. Three disbursement models were shared and discussed. Classified Council will need to decide on how the money will be disbursed to include our NSHE Representative.
- iii. Buyouts are not likely to have many participants. The position must be able to be done without for at least 2 years. How many positions can really afford to be let go of and do without for at least 2 years? We are not discouraging anyone to apply for the buyouts. If you would like to apply for the buyout, please do so. Classified does not make the decision on who qualifies.
 - o There seemed to be some misunderstanding concerning this information not being translated into Spanish; specifically to the Custodial Staff. Classified is working with Facilities Assistant Director, Dr. Ayo, Akinola to set up a meeting with a translator to assist with communicating the buyout information to Spanish speaking employees.
- iv. President Hilgersom will be meeting with the VP's and reiterating the importance of supporting and encouraging Classified Employees to participate in meetings and events.

- **Vice President's Report – Chynna Sandgren**

- i. Call for Employee of the Month nominations, the forms for nominations were shared and a list of classified employees will be shared for persons to review so they know who the Classified Employees are to be able to nominate them.
- ii. Attended the Faculty Senate Meeting.
 - o Dr. Melody Rose will be attending the next Faculty Senate Meeting on October 9, 2020
 - o A questionnaire has been sent out asking opinion about what TMCC students and staff want from a new VPAA. A firm was hired to do a search

for the next VPAA to replace Dr. Marie Murgalo. The questionnaire can be submitted through Thursday, October 1, 2020.

- Kim Studebaker reported on the new work place bullying policy. Please watch your emails for more information on that.

- **Secretary's Report – Katt Warner**

- i. No Report

- **Treasurer's Report – Sarah Gill**

- i. Emergency Loan \$1,618.50
- ii. Employee Recognition \$1615.89*
- iii. Operating \$6156.79**

*Purchases not reflected in current Emp. Recognition account: \$7.99 for congratulatory card and \$66.97 for bulk order of cards.

** Purchases not reflected in current Operating account: \$425 for EOM wall

- **Hospitality Report – Rachel Blackburn**

- i. Sarah Jacobsen had her baby and a card was sent out to her

- **NSHE Representative Report – Tina May**

- i. No Report
- ii. Julia reported that the term for NSHE Representative runs from January to December. Tina will phase in and until that time Julia will report.
- iii. Julia discussed the hope to have a stipend for all Classified Council Representatives at all the institutions. Great Basin College already has one in place.
- iv. As previously discussed President Hilgersom has already awarded a stipend to TMCC Classified Council for the FY21 year.
- v. Another thought is the standardization of Classified Employee benefits at all campuses. For instance all institutions have an Employee of the Year but do not have Employee of the Month. Julia said that a proposal would be brought forward to see the Grant-in-Aid implemented for all institutions with the possibility of having the higher cost intuitions use the lower credit cost if you have been awarded the Grant-in-Aid at TMCC.

2. Classified Council Stipend

- i. Discuss distribution
 - Three Scenarios were presented – 2 with the 5 board members and 1 to include our NSHE Representative
 - One main topic of discussion was that when board members have more responsibility the thought is that they should receive a larger distribution of the stipend.
 - Julia asked to hear from other Classified Council members what their thoughts were about the stipend and its distribution. Arkaitz Aldocoa, Jean Lampson, Hannah Thomas, and Viola Pellissler all spoke and share the same opinion that distribution should be based on workload and responsibilities.
 - Hospitality Officer has taken on new responsibilities and tasks
 - There are 7 positions on the NSHE board. The responsibility is pretty equal in terms of communicating, participation, and disseminating back to campuses. It is very important to communicate information accurately. It

- is being asked that everyone be compensated equally at the NSHE level. TMCC is really laying the ground work for the future works like Collective Bargaining information dissemination, stipends and Grant-in-Aid.
- o Whatever is decided there needs to be an alternate distribution scenario in case NSHE does not provide a stipend. Tina May our NSHE Representative is grateful.

3. Distinguished Classified Grant-in-Aid

- i. This has been approved by President Hilgersom and will be presented to the Planning council on Tuesday.

4. Employee of the Month/Employee of the Year update

- i. Chynna shared a picture of the EOM/EOY wall. The fire alarm and AED have been moved and the wall patched. The new panel is up on the wall and is ready for the names to be added. It looks great! Classified Council paid for the fire alarm and AED to be moved but this upgrade was largely paid for by the President. Great thanks are due President Hilgersom.

5. Classified Birthday's acknowledge interest "opt in" survey status

- i. Some responses have come in. Employees are encouraged please to send in more responses.

6. Update on buyouts for Classified, Early Retirement Incentives, Potential for layoffs, and current state of the TMCC budget.

- i. Please apply for it if you are interested. Buyouts are considered on a case by case basis and it must benefit both the employee and TMCC.
- ii. The potential for layoffs at this time is extremely low. There were some layoffs of hourly employees in the café. There was just no work for them.
- iii. Presently the budget is holding

7. Upcoming Events: Virtual Halloween, Silent Auction, Virtual Potluck and Recipe Book, Christmas Ideas

- i. Rachel Blackburn gave a brief description of how our Halloween competition would be virtual this year and included the 4 different categories:
 - a) Best Group Costume
 - b) Spookiest Background
 - c) Most TMCC "Spirit" 🧛
 - d) Best Pet Costume (newly added)
- ii. There is also a need for Committee Members. We are looking for volunteers or they can be nominated.
- iii. We will be having a virtual Silent Auction for Baskets. We need to start asking for donations. It's important to just ask.
- iv. Tina May discussed the recipe swap/cookbook. You can submit your favorite recipe. It would be great to get at least 30 recipes. The invitation to participate can be sent out to Faculty and Professionals along with Classified. The recipes can be breakfast, lunch, dinner, whatever your heart desires. The recipe book could possibly be handed out during Christmas if enough people are interested. We may even be able to have a virtual potluck!
 - ❖ Some were very excited about this "phenomenal" idea!

8. New Business

- i. Janet Bicker asked if Hospitality could send out a card to one of our Classified Employees is leaving for a new position. The answer: Yes!

Meeting adjourned 2:06pm