

# MEETING MINUTES – OCTOBER 21, 2021

**Date:** October 21, 2021

**Time:** 1:00 pm

**Attendees:** Todd W, Ricky Gentz, Thomas Alexander, Jenny Taufu, Arkaitz, Jeremy Deadman, Thhomas Dobbert, Carole Chouinard, DRhodes, David Misner, Cynthia Olivo, aferreria, jenny, Viola Pellissier, MAMunson, Meeghan, Paul T Peterson, Chynna Slocum, Hallie Madole, John Johnson, Chris Q, Victor Sanchez, Kaylene, Vicki Camilo, Jackie Draper, Teresa Brooks, DDawsonjr, Troy Hooker, Amy Cavanaugh, Laura Meacham, Barb P, Araceli Cuevas, Renee Caudill, Brandie Davis, Amber Ka`ai`ai, Anne Flesher, Janet, Lee Raubolt TMckinney, Miguel Diaz, Jeffrey Metcalf, Estela Gutierrez, Lana Reeves, Sarah Gill, Raja, Lauren Sanew, Toni, Ygnacio, Barb Evans, Alyssa Mort, Manuela Dobbert, Raymond E Joakimson, Nicole, Gina True, Sammie

## Join Zoom Meeting:

<https://tmcc-edu.zoom.us/j/95167139732?pwd=MWtoNW8wenczVC9adkkyQUgwa0JDdz09>

**Meeting ID:** 951 6713 9732 **Passcode:** 976293

“Coming Together Is A Beginning Keeping Together Is Progress. Working Together Is Success. – Henry Ford

1. **Employee of the Month celebrations**
  - July, August, and September
2. **Roll Call**
  - Helen Scott, Tina May, Sarah Gill, Hannah Thomas Gantar, Katt Warner, Janet Bicker
3. **Approve Minutes**
  - Approve Minutes from September. Helen Scott seconded
4. **Board Members Report**
  - **President`s Report -Tina May**
    - o Attended Planning Council on September 20<sup>th</sup>
      - Retention was discussed
      - Second reading of the Remote work Policy and discussion
      - First reading of the Tobacco Free policy was deferred until next Planning Council meeting
    - o Attended Institutional Advisory Council (I.A.C)
      - Change in membership structure to ensure that individual who want to still contribute can be part of the I.A.C..
      - Presentation and discussion regarding NSHE Workforce and Development plan which talked about stack credential which will assist individual who are taking trade courses so they can move forward with AA to BS/BA if they chose.
    - o Attended Town Hall where I could answer questions regarding the new mandate regarding COVID-19 vaccinations.
  - **Vice President`s Report - Sarah Gill**
    - o Nomination calls are out for October EOM's. Will begin scoring October nominations on 10/28 and the plan is to recognize them at November's open meeting.

- o Celebrations for July, August, and September EOM's were completed at the beginning of the meeting and we are now caught up.
- o Attended Faculty Senate meeting on 10/8/21.
  - A new taskforce has been created to evaluate Starfish, specifically its use, efficacy and cost.
  - Vaccine policy was reiterated and appropriate links where students should submit their vaccine status were provided. Students who fully attend online will not be required to submit proof of vaccine, however, they cannot come to campus. Please continue to recommend vaccines and promote vaccine clinics.
  - Meadowood is holding a Resource Fair today (10/21).
  - The College is making great progress on student and employee vaccinations. As of 10/7 82% of employees were vaccinated and a majority of the unvaccinated are PT & LOA employees.
  - The College's accreditation report was submitted on time and the TMCC webpage was updated to reflect new KPI's.
  - Liberal Arts Dean search is underway and has 7 members on the committee. The deadline to apply was Oct. 15th.
  - TMCC has collaborated with GSR to offer two classes to their employees; COM 113 which has 26 students this fall and a spring ELL course.
  - President and VPAA toured The Oddie District and say it is an exciting environment; it will house the TMCC Theater, have a space for beer garden and retail.
  - This spring the College will hold a retention seminar with the hopes of identifying and working closely with at-risk students and helping them transition from spring to fall.
  - Piloting Faculty Advising program. Per NFA, faculty may receive a 3-credit release to focus on advisement efforts.
  - Director of Institutional Research, Cheryl Scott, gave an informational presentation regarding diversity in hiring. This study was a result from a request by Yevonne Allen last year and evaluated diversity in Faculty (Full- and part-time, both teaching and non-teaching for- and non-credit) from Fall 2016 through Fall 2021 period and broke information down between headcount, gender, ethnicity, minority. The study found that we are lacking diversity in new-hires and search committees should be more try to have a more diverse pool. Sarah is happy to share the presentation with those interested.
  - Standing Committees gave their reports.
    1. The Professional Standards committee tabled the update to the in-person eval form and is focusing on the Web and WebLive observations forms as the online modalities are the majority this semester. Will look to Deans and Chairs for input and feedback.
    2. The R&A committee will be holding a Pets, Pumpkins and People contest. Participation is virtual and winners will be announced 10/28. Watch for their Gratitude Tree in November.
    3. Salary Budget and Benefits (SBB) continues to review the additional compensation policy. They have reviewed and approved some FS travel funds for online Professional Development.
    4. WebCollege has a new hire, Kat, who will be primary contact for Kaltura.
    5. SGA reports their fall fair went well. Held blood drive last week. SGA partnered with KTMB to adopt Dandini Blvd. Tomorrow (10/22), they are holding their first clean-up. This is a great way to volunteer and you can sign up on SGA's webpage.

- **Secretary's Report – Helen Scott**
    - No Report
  - **Treasurer's Report – Katt Warner**
    - Emergency Loan \$1618.50
    - Employee Recognition \$1555.89
    - Operating \$4923.49
  - **Hospitality Report – Hannah Thomas Gantar**
    - 8 cards
  - **NSHE Representative Report – Tina May**
5. **PEBP Holiday**
- Extra pay for October 2021 & 2022
6. **Fund Raising Ideas**
- Collective Goods
  - Easter Egg Hunt
  - Craft Fair – Spring 2022
7. **TMCC Holiday Party**
- Send out survey for ideas
  - Waiting for direction from Valerie Kelley
8. **Regents Award for Classified Staff of the Year Nominations**
- Submitting a nomination to NSHE \$3000.00 award
9. **Training Options for Workday**
- There is a help section that will bring up trainings and we can ask for more training through Professional Development.
10. **Staffing concerns due to vaccine mandate for all NSHE employees**
- We will not know the impact of this issue until it actually happens. These positions would not be subjected to a hiring freeze.
11. **Announcements**
- If anyone has questions, comments, or concerns for any reason; or if you would like to serve please reach out, [classifiedcouncil@tmcc.edu](mailto:classifiedcouncil@tmcc.edu)

**Next Meeting: November 18<sup>th</sup> 2021**

**Adjourn: 1:53 pm**