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# MEETING MINUTES – DECEMBER 19, 2019

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**Call to Order:** 1 p.m.

**Location:** RDMT 256

**In attendance:** Rachel Blackburn, Sarah Gill, Janet Bicker, YeVonne Allen, Julia Bledsoe, Tina May, John Johnson, Sarah Jacobsen

## Approve Minutes

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Quorum could not be established at this meeting. Approval of the December 19, 2019 minutes will be held until the next meeting.

## Board Member's Reports

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### Presidents Report – Julia Bledsoe

1. Julia attended Planning Council where the first reading of the Anti-bullying policy took place. The second reading of the Social Media Policy also took place where the Marketing and Communications office can control and monitor any content using the TMCC logo. Phase-in retirement was discussed.
2. Julia thanked everyone for their generosity in supporting the Silent Auction and many props were given on how successful it went and how it added to the holiday party.

### Vice Presidents Report – Tina May

1. Faculty Senate Update:
  - a. An audit was done on the ADA committee to ensure the college is in compliance with all ADA policies. The college must work on getting third party entities, whose content is on the TMCC website, updated so that their content is in compliance with ADA policies.
2. A Belonging & Cultural taskforce has been established.
  - a. This taskforce was formed to educate and build events focused on belonging and culture
  - b. A climate study will be taken and hoping to be completed by the end of next semester. Example was given on UNR's Climate study results. It was a surprise when the study results were in that students overwhelmingly felt physical safety was a concern. There is a new lieutenant assigned to TMCC who is on this taskforce in addition to students. A request that classified rep should also be on this taskforce. More information about the taskforce will be sent to AllMailBoxes.

### Secretary's Report – Sarah Jacobsen

1. No Report

### Treasurers Report – Sarah Gill

1. Operating: \$5,746.08
2. Employee Recognition: \$1,945.54
3. Book Scholarship: \$0.00 (Has been merged with the Foundations Scholarship for Classified staff)
4. Emergency Loan: \$1,258.50

## Hospitality Officer Report – Teri McKinney

1. No report

## Old Business

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1. Employee of the Month (EOM) Presentation – Tina May
  - a. Tina is still urging for feedback on the Nominations form for Employee of the Month/Year nomination
  - b. More direction on the form will be established
  - c. Recommendation: must we nominate based on an exceptional basis or can it be because they do exceptional work at their job?
  - d. Draft will be sent out next month
2. Finalizing Merging of Book Scholarship with the Foundation Scholarship
  - a. The application has been revised and final draft will be presented to the council
3. Collective Bargaining
  - a. A question was raised whether it is a violation to distribute information via TMCC email about collective bargaining. It is still unclear what the do's and don'ts are about collective bargaining but the board will try and get clarification on what type of information can be disseminated.

## Upcoming Classified Council Meeting Date

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1. Friday, Jan. 17 at 12 - 2 p.m. in VSTA 206

## New Business/Future Agenda Items

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1. The NSHE council is working on establishing a NSHE employee of the year. A call for nominations for a TMCC representative to serve on the NSHE board will be sent out at a later date. The constitution and bylaws will need to be amended to include this representative. The NSHE Classified Council now has five minutes to present at the NSHE Board of Regents meeting. This is to brief the BOR of what Classified is working on, the climate and inform them of initiatives. This is to present NSHE Classified as a united group.
2. YeVonne mentioned that a rep from the Faculty Senate committee will try to be present at the Classified Council meetings.
3. A question was raised whether the Classified Council had their own climate survey to evaluate the climate within a division or department. As of right now, there is a climate survey for the entire campus but not for individual division or departments.
4. Props were given to Rachel Blackburn and Julia for heading and leading the Silent Auction Committee and the Turkey/Raffle Committee. Both events were very successful.

**Adjourned at 1:52 p.m.**