

## Block 6 Staff Council Minutes

February 23, 2016

Approved 3/29/2016

Representatives Present: Zach Kroger, Denise Sheridan, Arielle Mari, Erica Hardcastle, Cari Hanrahan, Lori Cowan, Diane Westerfield, Richard Bishop, Cindy Endicott

### Ongoing Business

1. Approve last meeting's minutes. **Moved and seconded. Minutes approved.**
2. Workplace Excellence update - **Next meeting tomorrow. Last month's meeting was all about Spring Conference.**
  - a. Proposals for this coming year
    - i. Rules Project (Staff Council ongoing practice to review policies) (Arielle).
    - b. 2015-16 Climate Survey, Workplace Excellence next steps
3. Staff Council communication and feedback (anonymous submission form, Staff Council email, emails to distribution groups, messages to the Staff group)
  - a. Answering Staff Council email and web inquiries/Review new submissions (Arielle). **Reminder to keep web submissions confidential.**
  - b. Other feedback?
4. Concerns/Comments/Feedback from individual representative areas.
  - a. **Some faculty are lobbying for reorganization (Diane). Faculty wanting to bring the issues before staff (Erica). We need to work with faculty to tackle larger issues.**
  - b. **Other issues related to parking.**
5. Report on Staff Council lunch from block 5.
  - a. Lunches for this semester
    - Block 5 – Friday, February 12<sup>th</sup> – Arielle, Erica
      - a. **Much of discussion was about parking.**
    - Block 6 – Friday, March 11<sup>th</sup> – Denise, Lori
    - Block 7 – Friday, April 15<sup>th</sup> – Cindy, Diane
    - Block 8 – Friday, May 13<sup>th</sup> – Carolyn, Richard
    - June – Friday, June 10<sup>th</sup> – Arielle, Cari
6. Discuss filling Budget and Compensation Committee openings
  - a. **All 3 current representatives started at the same time. Would like more staggered for experience. Focusing on filling Nial's position for Budget and Comp. committees right now. Need a very strong/vocal committee, especially on staff side. Committees already have strong advancement presence. All good nominees. Would like to hold off on a vote until more representatives are present (Erica). Will talk more over e-mail.**
7. Fill an empty staff council position – replacement for Shiyanke
  - a. **We're not getting any responses. Deadline has been extended. If we get nothing by Wednesday, will need to get creative.**

8. Notes from Rich Boyer and Modern Think discussion
  - a. Will be asking HR for the actual data/spreadsheet (Erica).
  - b. Everyone in the CC community will see different aspects of this data (Erica)
  - c. A couple things stuck out: Administration has some of the highest positive ratings, Exempt has high feedback, Non-exempt has very poor (sometimes going backwards) (Erica). Difference between faculty and staff. Faculty felt they appreciated the staff, whereas staff does not feel appreciated (Denise). People still feel pretty bad about fair pay (Erica).
  - d. Barbara is going to provide Top 10 lists are happy and unhappy about.
9. Ideas to incentivize staff members to serve on Committees, Staff Council, etc...
  - a. Co-chairs had a conversation with Jill, asked for line item on yearly review. Jill is in approval, will (did?) bring it up before Cabinet. No update yet. Hopefully ready for this year.
10. In the Loop
  - a. Next In the Loop will be February 24<sup>th</sup> – no Staff Council report for that meeting. Just presentation on evaluation and compensation.
11. Items we need to address or follow-up on later
  - a. Appointed diversity/inclusion member – who is that from staff council? (Arielle) If no response from DEAB, assumption will be they don't want another representative.

## Special Reports

1. President's report – 10 minutes
2. Human Resources report – 10 minutes (Lisa Brommer)
  - a. One of the major projects is the Climate Survey. Barbara and Rich have been meeting with different divisions and how to leverage results – build what we're doing well and improve on opportunities.
  - b. Review HR policies and Staff Handbook. Substantial changes not anticipated.
  - c. In the Loop tomorrow. On 3/1, 3:00-4:00, Q&A session, informal – Spencer Center Boardroom.
  - d. Planning for Excel@CC for next year.
  - e. Department of Labor question. HR is well aware of proposed changes and is watching. May be delayed by election. Anticipating potential decision by mid-/late-2016. As part of that, all existing positions lower-band exempt positions are being examined for compliance. Student positions are generally not subject to these changes.
  - f. March 10<sup>th</sup> – Spring Biometrics screening. Registration closed, but some slots may be open if there is still interest.
  - g. Staff Council Co-chairs talked with Jill about adding a line item to evaluation where there is room to indicate service on committee(s), block project, etc. (Erica). Lisa had not heard this, but there is currently a line item for “additional contributions.” People may not think that counts (Cindy/Cari) – would like to see a specific line item. Lisa not opposed to going back and

adding that. Also, these types of service should be mentioned in self-evaluations.

3. Campus Committee reports (Budget/Compensation Committee, etc.), 5 minutes – No reports this Block
4. Nick Calkins from Campus Safety to talk about parking concerns/issues
  - a. This has never not been a problem with parking – it stems from many things. What it boils down to is just the number of people CC has to deal with parking enforcement. There is no dedicated enforcement staff.
    - i. Officers are writing tickets when they have time. The last time there was a dedicated staff person was ~2008. Enforcement and distribution process is first-come, first-serve basis. 7:00am-3:30pm M-F. People who opt not to purchase a permit will come onto campus after 3:30 on weekdays and then leave them there. What ends up happening is that folks can't find a spot in their lot, so they go somewhere else, which displaces someone else... There is no catchy way to get people to read parking and traffic regulations. Ticketing continues.
    - ii. 3:30 cutoff is there to make evening event parking easier for guests. At one time, after 3 or more outstanding tickets without knowing who a vehicle belonged to, a boot could be put on a car. As a private organization, no access to DMV records. Immobilization provided a visual reminder that policies were taken seriously, and the system began to run on its own, and was discontinued. In retrospect, that may not have been best for a long-term solution.
    - iii. Booting has started again at the beginning of this block. Inroads are being made to correct issues – not just in response to concerns but parking/campus safety knowing there will be additional concerns with construction. The office is involved in planning for other options during large projects. Looking at typically under-used lots. Lot behind Unitarian church belongs to CC. Need to offer incentives for folks to park farther from their office. 24-hour permit-enforcement areas? Working with city to mitigate effects on community streets.
  - b. Diane – implementation of modular building in parking lot by library, and construction vehicles, materials, etc., will effect amount of safe parking. Incentivize students to park in other areas?
    - i. Campus safety here to help if there are any safety concerns.
    - ii. For staff moving away from library, working to provide parking spaces where they will be.
    - iii. For every parking space lost due to construction, plans to add another space in a contiguous area.
    - iv. Anyone who gets booted or comes in to talk about a ticket, extending an abeyance on any current tickets if there are no citations for the rest of the year.
    - v. Booting is not intended to be a money-making endeavor.

- c. How many spots are on campus? How many people have permits? (Lisa).  
Over 1100 spots on campus, including ADA spaces, service spots, etc. Sell right about 1000 permits/year. Seen a decline every year in number of permits purchased. Hope is that combining increased enforcement, having more teeth put to the system, new additional spaces and incentives to use these spaces will help.
- d. Number spaces? Paying different amounts? Name spaces for higher-ups? Essentially students parking where they shouldn't... is there a way, if the car is identified, to put a hold on their Gold Card? (Cari)
  - i. All possible – would require change in philosophy of parking here at CC. Last time there was a conversation (~2009), decision was made that people may not want to have their identity connect to a car because of possible repercussions. (Nick)
  - ii. Faculty and staff are never required to pay for tickets. At the beginning, administration did not want to exacerbate faculty/staff feelings of money being pulled out of their wallet for parking. (Nick)
  - iii. Current idea is to go back to 2012 and write off any outstanding ticket prior to 2012 (\$200,000). Want to demonstrate that parking enforcement is not about making money. (Nick)
  - iv. As projects shake out, new spaces could be identified and utilized.
  - v. Everyone should be held accountable for what they're doing (staff, faculty and students). Hard to get employees to enforce practices that they see disregarded all of the time. (Nick)
  - vi. Possible for staff to get deputized to write tickets. Need to contact Nick.

### **Subcommittee Reports, including action items to address, 10 minutes**

- 1. Events Planning Committee (Denise, Carolyn, Richard, Cari)
  - a. Denise talked to Ian Johnson. He said he'd take it to his interns. Idea is to do a gathering at the CC farm in April. Homemade pizzas? Sounds like a good idea. Call for staff to play music?
- 2. Faculty Communication Liaison Committee (Erica, Cindy)
- 3. Staff Amenities Website (Cindy)
- 4. Staff Training/Professional Development (Arielle, Diane, Lori)

### **New Business**

- 1. Other business/future agenda items?
- 2. Action Points – need new person to take action points
  - a. Arielle will be doing new action points
    - i. Review nominees for Budget/Comp committee

