



General Board Meeting Minutes: February 2, 2021

Attendees: Jenn Zimmerman, Tim Diesch, Karen Smith, Kelsey Rumsey, Charlotte Dunnigan, Katherine Anderson, Lisa Schlegel, Shannon Johns, Julie Galgano, Angelique Sandoval

Meet to Learn:

- The team shared personal updates

President's Update – Katherine Anderson

- The new Unmanned Aircraft Systems (UAS) certificate will not require added classes or costs. We will be utilizing existing classes
- The feedback sessions for last week's Shared Governance meeting will be held on Wednesday, February 3, 2021
- Some of the existing committees won't be changing, based on HB 2750
- Angie Gasser provided a vaccination update
- Tom Hughes provided a Strategic Planning update. We are entering a 4th Industrial Revolution and we need to be more prepared with what students want / need. It's becoming less about certificates and degrees and more about trade education. Students are wanting a short time span, so they may get out into the workforce
- A new website is being worked on
- Clint Ewell discussed the budget and where we are in the national average vs. our national peers
- Our students are more in need of Pell Grants
- Our budget looks good for the next year; however, if enrollment and spending remain the same, we will begin using up our reserves
- Our enrollment is down 9% and our staffing is down 2%. We are technically overstaffed
- In order to aid our budget issues, we will limit renovations, improve efficiencies, and optimize programs and services
- There is a proposed 3% raise for the employees. The District Governing Board will need to approve
- No employee layoffs have been mentioned

Committee Updates:

Communications Committee: - Tim Diesch / Kelsey Rumsey

- The Behind the Scenes Spotlight campaign has been presented with a new opportunity. Matt Borja presented a 5-page proposal, suggesting we create a web based, subscription service which invites everyone to participate in showcasing department accomplishments
- A new page would be created in the portal, where people may sign up their departments
- Matt is looking for volunteer department content creators that would create regularly timed



publications,
accomplishments

outlining projects being worked on and
achieved

- This forum will be open to all employees of the college
- This idea is being presented to Emily Weinacker for approval before presenting to Patrick Burns
- There will be a discussion with Matt regarding newsletters already being published
- Paige Ruggles has stepped down from the newsletter committee and Gwen Payne will be taking over the publishing of the YCSA newsletter
- The members of the newsletter committee are currently Katherine Anderson, Karen Smith, Carol Beard, and Gwen Payne

Strategic Management - Julie Galgano

- It is being proposed that we become the training site for larger organizations
- 20-minute, Ted Talk type videos are being created regarding the Strategic Initiative

Employee Engagement Committee – Julie Galgano

- Continuing to work on outline for Employee Resource page
- Kellie Porter has stepped down from committee. Will look to replace the position

Employee Recognition Committee: - Karen Smith

- Linda Brannock is overseeing the Years of Service award ceremony
- The ceremony will be held virtually
- There will be slideshow presentation
- Employees will receive their awards via mail
- Degree / certificate earners will be recognized as well
- There is discussion on how to increase the inclusion of P/T employees
- Next year's awards will include all employees, regardless of P/T, F/T, student employee, or temporary status
- There were 12 High-5 awards given in January. A February newsflash will be sent reminding employees
- The fundraiser for the Roger Runyan scholarship was not successful. As this scholarship is professional development based, the Professional Development committee will be taking this over
- Previous winners were awarded \$1000 per person. As funds were not being filtered back in to the fund, it is running low. Additional fundraising is needed
- Jenn Zimmerman will transfer all scholarship information over the Professional Development team
- 3 employees that are currently assisting on the Employee Recognition committee are also assisting with the President's Picnic committee. Linda Brannock, Zack Wigle and Sophia Zarifis-Russell
- A link will be sent via Dicksoup on March 25th, with the link to the service awards
- If we are in the green phase, the President's Picnic will be held on May 20th at Mingus Mountain



Professional Development – Charlotte Dunnigan

- Survey for Professional Development training day was sent out, with a 90-person response
- 18 people have offered to share their expertise at the summer training day
- Hot topics include Adobe, One Drive, Performance Management, Leadership & Management, Academic Program Development, and Project Management
- No specific date has been set for summer 2021
- The chosen topics will be built into the NEOGOV Learn training encyclopedia

Student Employee – Angelique Sandoval

- Student's are feeling exhausted

Comp & Benefits – Katherine Anderson

- Executive Leadership Team did not agree with suggestions made regarding the Comp Leave Bank / donating sick days
- Sick leave is not encumbered on college which means college would need to come up with undetermined funds that have not been outlined in the budget, should employees begin utilizing the donated sick days
- Vacation days are already calculated into the budget; however, employees may not want to donate vacation days
- Another consideration is faculty does not receive vacation days, only sick days

Next Meeting Date:

March 2, 2021, 1-2pm