

# Certified Professional Staff

## MEETING MINUTES

April 20, 2018

CTE 144

1:00 PM

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**Members Present:** Greg McVey (President), Chris DeGeare (Secretary), Trish Aumann, Rob Brieler, Sarah Bright, Stephanie Cage, Kathy Johnston, Joette Klein, Holly Lincoln, Lisa Pritchard, Stacey Wilson

**Members Absent:** Dana Nevois (Vice President), Ayad Ali, Diane Arnzen, Michael Booker, Kathleen Harris, Bryan Herrick, Tracy James, Terry Kite, Kathy Kuhlmann, Chris Lile, John Linhorst, Betty Linneman, Dale Richardson, Carol Rodgers, Diane Scanga, Jamie Schneider, Pat Shoff, Daniel Smith, Mark Smreker, Claudia Stuppy, Allan Wamsley, Tasha Welsh, John Westerman, Kenny Wilson, Kristen Yelton

**Guests:** Tracy Gomillion, Richard Stephenson

**EXPECTED OUTCOMES OF MEETING:** To continue the dissemination of relevant college information and to continue the progress on specific initiatives that will have a positive impact on the college community.

Agenda Item	Discussion	Action Item/ Person(s) Responsible (If applicable)	Timeline/ Deadline
<b>Call to Order</b>	Greg called the meeting to order at 1:04 PM		
<b>Approval of Minutes</b>	The meeting minutes from February 16, 2018 meeting were approved. <i><b>(Kathy Johnston 1<sup>st</sup>, Holly Lincoln 2<sup>nd</sup>) Passed.</b></i>		
<b>Food Pantry Update</b>	<ul style="list-style-type: none"> <li>● Holly shared the pantry names that received the top votes from the certified staff survey. Holly will send the top four names in a campus-wide email survey for final selection.</li> <li>● Administration is finalizing a pantry location in the Student Center.</li> <li>● Holly and Sarah are planning to submit a grant request to MOHELA to support the pantry development.</li> </ul>	<p>All – respond to survey</p> <p>Holly &amp; Sarah</p>	When survey email goes out
<b>Diversity Statement (LGBTQ+)</b>	<ul style="list-style-type: none"> <li>● Tracy Gomillion discussed the current initiative to include gender identity and gender expression in the College diversity statement. Student Senate surveyed students – 71% of the 105 respondents agreed with updating the statement to protect these groups. Presentations have been given across campus.</li> <li>● Tracy’s PowerPoint is attached for your review.</li> <li>● Certified Staff in attendance expressed unanimous support. We will send out a survey to the group to determine level of support across the constituency.</li> </ul>	<p>All – review PowerPoint</p> <p>All – Respond to survey</p>	<p>Immediately</p> <p>When survey email goes out</p>

	<ul style="list-style-type: none"> <li>Board of Trustees will vote at May meeting.</li> </ul>		
<b>Compensation and Classification Study</b>	Greg shared that supervisors are currently reviewing the draft of levels and are to submit feedback by May 1. The information will be shared out more broadly after feedback is compiled.	Supervisors – Submit feedback	May 1, 2018
<b>Constituent Group Liaison Reports</b>	Holly shared an update from Faculty Senate – Dr. Daugherty attended the most recent meeting and addressed concerns regarding budget recommendation to eliminate lab instructor positions. She is meeting with science faculty to consider options. Faculty Senate also discussed the faculty classification and compensation study.		
<b>New Business</b> <ul style="list-style-type: none"> <li><b>Election of New Officers</b></li> <li><b>Foundation Achievement Award</b></li> </ul>	<p>Dana Nevois will become President, Chris DeGeare will become Vice President, Rob Brieler volunteered for Secretary. Please let us know if you would like to be considered for one of these roles and we will put this out for a vote.</p> <p>Nominations for the Jefferson College Foundation Certified Staff Outstanding Achievement Award are due to Greg by May 2<sup>nd</sup>.</p>	<p>All – Notify Greg if you would like to be considered</p> <p>All – consider nominating</p>	<p>May 1, 2018</p> <p>May 2, 2018</p>
<b>Adjournment</b>	The meeting was adjourned at 2:00 PM. <b><i>(Lisa Pritchard 1<sup>st</sup>, Rob Brieler 2<sup>nd</sup>) Passed.</i></b>		

Respectfully submitted,  
Chris DeGeare  
Certified Staff Secretary