

Staff Senate MINUTES
August 25, 2020, 1:30pm
***Special Meeting via Zoom**

*Special meeting called by Geri Rodgers due to staff concerns that required immediate attention,
brought forth by Diana Hocog from Erlynn Sakisat.

Opening: Staff Senate meeting was called to order at 1:32pm

Present:

Calvo, Ryan
Castro, Jean
Castro, Malysa, Secretary
Rodgers, Geri, President
Tenorio, Kyanna, Treasurer
Torres, Roxanne
Hocog, Diana, Vice-President
Camacho-Renguul, Daisie

Absent:

Omenchelang, Polly

Old Business:

Adopt Agenda

Motion by Kyanna Tenorio

Second by Diana Hocog

Adopted unanimously

Adopt Minutes - August 18, 2020

Motioned by Diana Hocog

Seconded by Kyanna Tenorio

Adopted unanimously

- Diana - posed a question about the timing of the staff assembly and the survey.

New Business:

Discuss Staff Concerns

[Staff Concerns Document](#)

Staff Concerns:

- Diana Hocog said the plan is that employees \$25,000 will still be exempt.
- Kyanna asked if the positions (job vacancies) are closed if they are not announced on the website.
- Geri says the filling of positions rests in IP Frankie's hands.
- Daisy mentioned funding is the biggest concern. What criteria is in dire need? No plans to cut any more staff. Getting your vacancy filled is important, but you must justify.
- Roxanne is asking how to keep the retention for employees. How do we motivate our staff to work at NMC.
- Protect everyone, we have to think about whether or not the staff hours are being protected.
- Continue providing trainings with the budget

Survey:

- Ryan asked about the survey, finding out how everyone is. To get a feel of how everyone is feeling.
- Diana wants to look at the old survey, before we start a new one.
- Kyanna agrees that a new survey should be put on hold and address the old survey.
- Geri wants to know whether or not the needs have changed from last year and when the pandemic began. This is discussing the survey. Due to time constraints Geri suggested to table the discussion.

Finished up the staff concerns

Budget:

- Ky would like to ask exactly what we are doing for the budget.
- Total amount: \$3,000
- \$2,500 for Staff professional development and incentives - last year's money was for the food and whoever was voted for staff of the year.
- \$500 for the masks
- Kyanna suggested working with HR for professional development ideas.
- Ryan asked if the Trivia and Kitchen Creations is a form of PD.

Suggestions:

- Staff of the Month - Recognition, cash incentive for the staff (\$2,500/12months)
- Motivating the staff and morale will go up.
- Geri asked if we would like to move forward with the idea. We need to come up with a criteria to be Staff of the Month: discuss in the chat.

- If the budget is slashed then we will have less cash for other staff.
- Staff of the Year should get the rest of the money that is not used on Staff of the Month.

Ky asked how specific we need to be at BAFC, Geri mentioned we must be very specific. Can we pay for all staff to get drinks sent to them using the money.

- \$880 for Java Joe for coffees and a pastry
- Geri asked if what has been written down enough to move on, everyone agreed.

\$3K total	Amount	Description or Justification for Funds
	\$2500	<p><i>Originally earmarked for Professional Development</i></p> <ul style="list-style-type: none"> ● <i>Food</i> ● <i>Cash incentive for Staff of the Year</i> <p>Change the amount so that it goes to...</p> <ul style="list-style-type: none"> ● Work with HR for trainings (on-line, teleworking, certifications) ● Staff of the month \$100 cash for recognized staff <ul style="list-style-type: none"> ○ (total \$1200= @\$100 x 12 mos) ○ Email blast ○ Criteria for being selected SOTY ○ Budget \$10 per staff member to pay for beverage/food for attendance for training (specific training TBA or staff assembly)

Announcements:

- Recurring meeting is every 3rd Tuesday of the month at 3pm
- Next meeting is September 15th at 3pm

Future agenda items:

Survey - discussed at the next meeting
 Staff Retention Strategies

Adjournment:

Motion to adjourn at 2:30pm

Moved by Diana Hocog

Second by Kyanna Tenorio

Adopted unanimously

Please see the fwd from Erynn who asked Diana for these to be addressed. Two options to act on these items:
1. Discuss via email with a final response after we discuss it for a set time (suggestion of at least 1 week so we can talk to our constituents)
2. Set a special Zoom meeting next week to do the same. I think it would be too late to address these at the standing meeting in Sept.

Let me know your thoughts.

Thank you!
Geri

----- Forwarded message -----

From: Erynn Sakisat <erynn.sakisat@marianas.edu>
Date: Wed, Aug 5, 2020 at 8:52 AM
Subject: Concerns from some staff - to be addressed in Staff Senate Meeting
To: Diana Hocog <diana.hocog@marianas.edu>

Good morning, Diana

1. In a conversation with some staff (who wish to remain nameless); I was asked to bring forth the following questions:

- a) When are we going to come off of Austerity? **If we get the funds we asked for from the Legislature, IP Frankie says austerity could be lifted by the beginning of the fiscal year (October 2020).**
- b) Are there plans to cut more hours? **No**
- c) Will the exempted staff (those making \$25k and under) be affected? **There are no plans to cut additional hours from anyone.**

I recommend we advise Erynn to send #2 below to the Faculty Senate unless, anyone here has the answers to the questions?

2. During an LSS-wide meeting a few months ago with the former VP and the Dean to address the new Austerity Hours (64 hrs), we were told that the Faculty Senate brought forth the proposal for faculty to teach 18 teaching credits as opposed to their contractual 15 teaching credits, in an effort to help ease the budget costs on NMC. This was supposed to have been implemented in the Fall of 2020 (this semester):

- a) What happened to that proposal, and will this still be implemented?
- b) If it is not implemented, will this mean additional hourly cuts on staff, and if so, when?
- c) Who dropped the ball on this one, this time?
- d) Will the exempted staff (those making \$25k and under) be affected?

3. There are several positions that still need to be filled at the college. This affecting our functionality as an institution:

- a) When is the college planning to fill these positions? **As soon as qualified individuals submit their applications and there is a dire need to fill the position.**
- b) Were these positions included in the latest budget request? **Yes**
- c) If not, will the staff once again have to incur these costs and endure more cuts in hours? **Unless we can figure out a solution to our cash decrease at the NMC, we may need to incur additional costs such as time and resources needed to get by each day.**
- d) Will the exempted staff (those making \$25k and under) be affected? **The plan is, this doesn't happen but we get our payroll budget from the gov't. If they don't give us the funds we need, everyone will continue to become affected.**