November 18, 2021 – 10:00 AM Zoom Meeting – Hosted by Dana, Sandie and Gretchen

Attendees: Gretchen Avery, Deborah Carden, Marisa Cline, Linda Hamman, Deb Lucio, Lisa Molnar, Nestor Rave, Sandie Smetzer, Chris Snyder, Dana Watson

Excused: Andrea Amstutz, Deborah Lowery, Debra Huff, Danielle Burkin

Absent: Retiree rep(s), Administrative Staff rep

AGENDA

10:00-10:10 – Call to order

10:10-10:30 – Welcome and Open Forum

**Open Forum Questions**:

From Nestor, laptop question: Refer to ITS Department

Open Questions: None

Open Forum Discussion:

\*Last day for insurance Friday, November 19

\*Spousal Form must be submitted each year

\*Questions to HR or DeeDee Wentland volunteered to take any questions

\*Updated retention listing should be complete by year end

\*Everyone should complete their HR compliance training

\*1 person needed to serve on the Election Committee, open to all classified staff members

\*Thanksgiving canned goods donation @ the Rec, free group X class for a donation

\*Finals week, all fitness classes are free

\*Hockey game attendance – no give-a-ways?

\*Days off between Christmas/New Years, paid? Yes

Concluded at 10:15

**Reports**

\*Secretary Report – minutes approved

\*Treasurer Report – Budget $10461.00, nothing spent as of current FY

 - BG Campus Carryover $9595.53

\*Administrative Staff Report – none

\*Retiree’s Report – none

\*Fireland’s Report (Deb/Nestor)

 \*Spring orientation started this week

 \*Harvest Fest – collected cans and money for food pantry

 \*Thanks to Gretchen Avery for help with spring textbooks

\*Chairs Report

\*Classified Staff morale discussion majority of both President and HR meetings

\*Red lining discussion – President recognizes, having conversations internally. Any questions should be directed to HR

\*Staff Morale – What are we doing/what can we do within our own units to boost staff morale

 Ex: potlucks, take a break from your desk

 -Lisa and Gretchen to meet to write up a “red line statement” to submit to council

\*Retention point – list should be up by end of year, needed to be re-written

\*Cookies and Coffee with President Rogers – working on scheduling, possibly January

\*Requested to meet with Sheri Stoll/HR. Would like to discuss feasible request for salary comp and to better understand where they are coming from

\*Meet with Administrative Staff to align/work together?

\*Administrative Staff Rep – Jordan Cravens (include in meeting invites)

**Old Business**

\*Committee Chairs and Updates

 -Professional Development Chair open – Lisa Molnar will take on

 -Training suggestions?

 -Salary Comp Chair –sit in on meeting with Sheri/HR – Sandie Smetzer and Chris Snyder will co-chair

 -Gretchen will complete and send listing to Deb Lucio to update on the website

\*Food Pantry – nothing to report

\*Diversity & Belonging – Waiting to hear from Jennifer McCary to set up a meeting with Exec Team to start process. Do we start as Ad Hoc first?

\*Cookies and Coffee with President Rogers – waiting for President’s office for an open date

**New Business**

\*Committee Discussion – completed under old business

\*Spring Staff Banquet – Ideas for spring? First part of June? Deb Lucio to meet with Campus and Community Committee to gather ideas

\*CSC – all Classified Staff members – Meet for lunch (using free swipes)

December 14th @ 11:45AM at the Oaks (**no regular December CSC meeting**)

Danielle to contact dining services to see about getting the large room at the Oaks

**Committee Updates – none**

**Announcements/Concerns**

\*FFF – info to Deb Lucio by 10AM on Friday (for that week)

\*How do we get more people involved? After work gatherings?

**Good of the Order**

**Next CSC Meeting – Thursday, January 20, 2021 at 10AM**

**Adjournment**