



METROPOLITAN COMMUNITY COLLEGE

DISTRICT STAFF COUNCIL MEETING AGENDA AND NOTES

DATE: February 18, 2025

GROUP PURPOSE (Can be sourced directly from charter)	INSTITUTIONAL VALUES
	<p>Excellence – We deliver our very best as an employer, community partner, educator, and workforce training provider for all of Kansas City.</p> <p>Learning – We promote personal, professional, and lifelong learning opportunities that positively impact lives and shape the Kansas City workforce.</p> <p>Equity – Our institutional infrastructure fosters equity in employment and student learning and eliminates barriers to success for anyone.</p> <p>People – People serve as the cornerstone of what we do and why we do it. We invest in employee development, intentionally recruit, and retain a workforce that represents the communities we serve and embrace individuals of all walks of life as valued members of the MCC Wolf Pack.</p> <p>Integrity – We conduct ourselves transparently, ethically and in ways that honor the trust placed in us by our students, employees, and communities we serve</p>

DSC Executive Officers – Those in bold were in attendance

President	President elect	Secretary	Parliamentarian	Treasurer
Marti Adams	Susan Thompson	Tracy Leeper	Kelly Lipovitz	Amanda Elliott

DSC Delegates – those is bold were in attendance

2024-2025 DSC Delegates	President	At-Large	At-Large	At-Large
AC	Sue Mannebach	Kurt Kerby	Tumelo Musimali	Kim Sides-Steiger
BR	Susan Thompson	Kat Painter	Tracy Leeper	Holly Andachter, Kieren Wilson
LV	Victoria Rice	Andrea Henderson	Jennifer Nuss	Maureen Kelly, Margaret Berter
MW	Melody Lloyd	Lydia Authier	Alicia Gray	Amy Boehm, Crimson Taylor
Online	Jenna Miller	Becca Collins	Bralyn Wilson	Luna George, Josh Turk
PV	Alex Johnson	Meg Jordan	Kelly Lipovitz	Ryan Husted

Time Allotted	Item and Presenter	Item Description and Action Desired Inform, Solicit Input, Decide, Other	Item Outcome	Institutional Value Alignment
2:30-3:00	<i>Officer Meeting</i>	<ul style="list-style-type: none"> DSC meeting – Staff involvement <ul style="list-style-type: none"> Staff comment – Don’t feel welcome, attendees muted, feels like staff feedback is not wanted, want to get meeting over with and don’t want discussion. Is it possible to send two invites with two different times? Open Floor 	<ul style="list-style-type: none"> Will write up something to add to the staff meeting invitation explaining why they are unable to participate in discussion. It was suggested we start meeting at least 1 time a semester in person. Will begin meeting in person in March 2025 at the AC Discussed September as the possible in person meeting for the fall. 	
3:00	<i>Marti Adams</i>	Welcome <i>Solicit Input</i>	<ul style="list-style-type: none"> Started at 3:02 pm 	People Integrity
3:05-3:25	<i>Ed Foley & Amie Kendall</i>	HLC visit <i>Inform</i>	<ul style="list-style-type: none"> Sydney Stewart from Dr. Chawana’s office attended instead of Amie Kendall. HLC happens once every 10 years. The biggest task so far has been documenting facts. HLC has modified and 	Excellence People

			<p>improved criteria 1, 2 & 3.</p> <ul style="list-style-type: none"> - April 16 will send Draft 3 for all MCC to review and provide input. - There will be open forums during the September mock visits. Not sure yet if there will be a mock visit on each campus. - To best prepare for the HLC visit, there will be a tips sheet sent out, know our core reason for existence (mission). 	
3:25	Marti	<p>Approve November 2024 minutes</p> <ul style="list-style-type: none"> • Motion – Jenna Miller • 2nd – Amanda Elliott 		
3:30	Presidents Report- Marti Adams	<p>CAC – CAO/Dr. Meyer conversation</p> <ul style="list-style-type: none"> • After several conversations with CAC, Online campus and extended leadership, the direction we are most likely heading (not final until Dr. Beatty gets Board support and announces it). <ul style="list-style-type: none"> ○ Replace VC of Instruction and Student Services with one position (Backfill – no financial implication) ○ New position – President of Innovation and Online Learning (with other positions not filled in the last year or so financial implication would basically be only for benefits, \$30-40,000). This position would deal with new things that are coming, like AI. • DEI conversation due to, no state funds are to be spent on DEI <ul style="list-style-type: none"> ○ This does not mean that we still cannot do the work, we must still meet people where they are and remove barriers to success. ○ The Office of DEI is now the Offices of Institutional Impact. 	<ul style="list-style-type: none"> - DEI conversation, please direct all questions to Dr. Mary Clark head of the Office of Institutional Impact. 	Excellence Learning Equity People Integrity

		<ul style="list-style-type: none"> ○ <i>Taskforce to create a procedure for working with undocumented students and everything that goes with that was formed including staff, faculty & administrators. Expected to complete their work by the end of the semester.</i> ● <i>Budget presentation – Britney Domann</i> <ul style="list-style-type: none"> ○ <i>We were in a good place last year; that’s why we received the one-time payment.</i> ○ <i>Working toward creating a budget without relying on State funding.</i> ○ <i>Assumptions for FY2026 looking good</i> ● <i>Shared Governance Training is almost ready and will be required for all full-time employees. This would be a one and done. Currently 45 minutes long, suggestion was made to break up into shorter modules.</i> ● <i>Survey’s –for any type of survey, we must work with IR to write and implement.</i> <p><i>Other Topics</i></p> <ul style="list-style-type: none"> ● Salary and Conditions talks have started, I presented the feedback that I was given from Staff. We meet this week on Thursday, Feb. 20th. Administration will present their feedback and hopefully HR will have some information on at least some of our requests. ● Kansas Tax update – The error for KS withholding for employees that live in Kansas is being corrected and employees should have a credit soon. ● If you haven’t already you may want to double check that you got the one-time payment in your last check, it’s labeled OTP <p><i>Inform</i></p>		
	Committee Updates	<p>Professional Development fund – Susan Thompson</p> <ul style="list-style-type: none"> ● As of Feb 13, funds remaining - \$5822.20 <ul style="list-style-type: none"> ○ # Of staff who have applied – 30 ○ # of staff funded – 28 <ul style="list-style-type: none"> ▪ 2 applicants withdrew their application ○ Total amount funded through DSC - \$24,177.80 ○ Total amount funded through other district budgets - \$26,724.65 ○ Total amount of district funds being used for staff Professional Development - \$50, 903.45 ● The Professional Development committee intends to develop an online form which should assist with the application submission process, and hopefully, automate parts of it. Additionally, the committee would also like 		People Equity

		to create a written set of procedures, which would be more comprehensive than what is currently available and make these available on SharePoint.		
		<p><i>Inform</i></p> <p>CPRC – Marti</p> <ul style="list-style-type: none"> Dr. Beatty gave an update on the Carver Policy Governance Project <ul style="list-style-type: none"> Discussed Nomenclature BP- Board Policy, CP-College Policy and OP – Operational Procedure. <ul style="list-style-type: none"> Board Policy – High level, general policy must go through CPRC, the chancellor and be approved by the board College Policy – more specific subject under the BP, most go through CPRP and approved by the Chancellor Operational Procedure – Step by step/day to day procedure under CP’s. May go through CPRC and/or sub-committee. Does not need Chancellor or board approval. Sue Gochis presented new Student Services board policies due to the reorganization we are working through. <ul style="list-style-type: none"> 7.1000000 BP Student Admissions and Status Board Policy 7.2000000 BP Student Rights and Responsibilities Board Policy 7.3000000 BP Student Financial Aid and Institutional Support Board Policy 7.4000000 BP Student Support Services and Campus Organizations and Activities Board Policy Drew Wilkerson presented updates to two current P & P. These may need to be looked at again and possibly renumbered or moved once the reorganization process is complete. <ul style="list-style-type: none"> 6.10012 DP Grade Change - Redlined 6.10020 BP Degrees and Certificates - Redlined All of these will be going out to the SA presidents to send to staff for input. <p><i>Inform and Solicit input</i></p>	<ul style="list-style-type: none"> First time presented policies will be sent to SA presidents to get feedback from staff. 	<p>People Integrity Equity</p>
		<p>Total Rewards</p> <ul style="list-style-type: none"> Insurance <ul style="list-style-type: none"> Will receive Aetna’s rate renewal by April 1, 14% maximum applies. Delta Dental around July 1. VSP guaranteed through 12.31.28. UNUM guaranteed through 12.31.26. Continuing Quizzify for medical premium discount for 2026. The benefits office is planning to give a few more months to complete quizzify and to also add a medical component: Annual physical to 		<p>Learning People</p>

		<p>take place of the quizzes. Due Date TBD: complete before beginning of October to see reflected rates when enrolling.</p> <ul style="list-style-type: none"> Employee Learning & Development – Currently merging the ELDC with the Culture Champions work group to create a united effort on learning, development & culture initiatives. <p><i>Inform</i></p>		
		<p>District Diversity & Equity - No Report</p> <p><i>Inform</i></p>		<p>Integrity Equity People</p>
		<p>District Technology</p> <ul style="list-style-type: none"> Secure Printing Coming Soon <ul style="list-style-type: none"> Print job will be held in virtual print queue until you badge in or enter code (identify yourself) then print job will be printed. To reduce printing costs and increase the physical security of printed documents, MCC IT will be enabling the Secure Print functionality on the fleet of MFPs in the AC and BP office locations. This will require users to authenticate on the device to release print jobs. At the same time, direct print queues, which immediately print jobs upon submission, will be deactivated. Planning for the week returning from Spring Break (March 24) - final go live date coming soon! Goals: Document security (i.e., privacy for printing) and Lowering budget costs (i.e., reducing the number of abandoned print jobs). Your Employee Badge (Prox. Card) is how you will identify yourself at the printer before your print job is released. Fairly extensive communication and training will be provided, keep an eye out for emails and updates! <p><i>Inform</i></p>	<ul style="list-style-type: none"> Secure printing will be rolled out to AC & BP first then the campuses will follow. Communications will be sent to let employees know when this is happening. 	<p>Excellence Learning</p>
		<ul style="list-style-type: none"> Resource Stewardship – no report <p><i>Inform</i></p>		<p>Excellence Learning</p>
		<p>District Strategic Planning</p> <ul style="list-style-type: none"> Strategic Plan Week is back! Keep an eye out for more info coming soon. It will occur April 21-25. Campuses and shared services are in the process of updating their 3-year plans that are featured in the MCC Playbook. These plans consist of unique goals aligning to the operational goals in the strategic plan. Reach out to 		<p>Excellence Learning Equity People Integrity</p>

		your campus president or shared service leader if you're interested in learning more about your area's plan.		
	<i>Staff Satisfaction Survey Taskforce Reports</i>	<p><i>Inform</i></p> <ul style="list-style-type: none"> • Value & Belonging – Kim Sides-Steiger & Crimson Taylor <ul style="list-style-type: none"> ○ We have decided to focus our efforts on working with Marketing to create a staff welcome card. This will be so that each staff council can purchase these welcome cards to give to new staff members that also have staff meeting dates/times listed. This card will be signed by each staff member (per campus) and include a welcome message to create a more “personalized” approach. Ideally, this card will have a fill in the blank template inside, so each campus can fill in some of the information based on their respective campus (dates/times/location etc.) We were also going to investigate “swag” options to see if that would be a possibility to add with our welcome cards. • Workload & Training/Professional Development – Lydia Authier <ul style="list-style-type: none"> ○ Hiring: In a meeting between HR and DSC leaders last November, Dr. Wise said the HR team is working on using Banner to improve the hiring process. He asked for a 'wish list' of things staff want the technology to do. Thus, our committee is reviewing the current FT and PT staff hiring process and talking with positions that frequently hire staff positions to collect these "wish list" items. We aim to share this feedback with HR later this year. ○ Onboarding: We are talking with recent new hires about what the onboarding process was like for them and documenting their feedback. We have also found pre-existing onboarding checklists which we are reviewing. ○ Knowledge Transfer: This one was identified as the biggest need. We are still working to develop possible solutions/action plans. • Bullying & Conflict in the Workplace – Meg Jordan & Tracy Leeper <ul style="list-style-type: none"> ○ Will be setting a meeting later this week for very soon • Benefits & Compensation/Socioeconomics – Jenna Miller & Amanda Elliott <ul style="list-style-type: none"> ○ Will be setting a meeting very soon. Haven't met since last semester. ○ Nixing short term goal, WFH on Friday in the summer because of negative feedback from staff. 		People Integrity Equity



		Inform		
	Campus Reports	<p>AC – Upcoming Events:</p> <ul style="list-style-type: none"> Feb 19th Rescheduled to Feb 25th, Souper Bowl, contact facilities Katrice Heard (Chilli/Soup Cookoff) Feb 21st/22nd eWolves VR tournament – fundraiser for MCC-Online students Feb 26th AC/BP/PV Blood drive EC 06/07 10:00 – 2:00 Mar 7th “She Is” Women’s History Month Brunch 10:00a.m. PVEC fundraiser for MCC student Scholarships \$75 for tickets Dr. Nicole Price speaker – author leadership- foster logical, empathetic, accountable, decision-making. At the end of our meetings – we want to give staff an opportunity to talk & present about a hidden interests or talents! Could be books, Herb gardening, card games, cooking, making vision boards, etc... <p>BR – Past Events:</p> <ul style="list-style-type: none"> <i>Wish Tree</i> – The recipients of the Wish Tree gifting were two Blue River students and their children. The students expressed how grateful they were to the Blue River community to bless their families. <i>PTK Induction</i> – Blue River’s PTK Induction ceremony was held the first week of February. The students were inducted in front of their families and faculty and staff. The ceremony was a huge success. <i>Liberty Public Schools Counselor Event</i> – The Blue River Admissions’ team hosted counselors from Liberty Public Schools on Feb. 14. The admissions’ team previously hosted service area counselors during a brunch event in the fall. <p>Future & Ongoing Events:</p> <ul style="list-style-type: none"> <i>MCCA Student Affairs Seminar</i> – Blue River is hosting the MCCA 2025 Student Affairs Seminar on March 2, 2025, from 10 am-4 pm. Since MCC graciously pays for all MCC employees to be members of MCCA, this is a free event for any MCC employee to attend. Please register at: https://members.missouricolleges.org/ap/Events/Register/b3FyebZSNCRcw <i>All for the Children</i> – This well-known, and extremely well-attended Blue River event will be held on April 12, 2025, from 10 am-12 pm. The event committee is in the process of fine-tuning event activities. <i>Making Magic</i> – The Blue River’s Fall In-Service theme of Making Magic has been continuing throughout the fall semester and now the spring. BR Employees can recognize their colleagues who stepped up and made magic 		People Excellence Equity

		<p>happen at Blue River, i.e., when an employee goes above and beyond. Those employees are presented with a magic wand.</p> <p><u>Other Items:</u></p> <ul style="list-style-type: none"> • <i>BR Vision Statement</i> – Draft vision statement for BR will be sent out the campus employees. All are invited to provide feedback and comments. <p>LV –</p> <ul style="list-style-type: none"> • We welcomed our new VP to the campus, Dr. Kate Herrell. • The new Automotive building is progressing nicely. • We are rolling out a new campus calendar to better track events/programs happening on campus • We’ve officially enrolled over 3,000 students for Spring 2025 <p>MW –</p> <ul style="list-style-type: none"> • Spring fundraiser Valentine Candy Grams – We are currently selling our spring Valentine candy grams and have sold about 200 so far! Orders will be accepted until February 20th. • Upcoming Staff Meeting – February 19th – Join us for our first staff meeting of the semester, where we’ll have welcome-back finger foods and hear from Amie Kendall and Ed Foley. They will provide an update on preparations for October’s Higher Learning Commission (HLC) visit and share ways employees can get involved later this spring. • Ribbon Cutting Ceremony – March 25th – We’re excited to celebrate the opening of the new annex building with a ribbon-cutting ceremony on Tuesday, March 25th. More details will be shared soon! <p>ON –</p> <ul style="list-style-type: none"> • No updates <p>PV –</p> <ul style="list-style-type: none"> • Upcoming Blood Drive 2/26: PV and AC/BP are hosting a blood drive on Wednesday, February 26th from 10:00 AM – 2:00 PM in the Education Center 06/07. All are welcome to participate! • Lunch with the President: To foster open dialogue and strengthen our shared vision, PV’s President, Dr. Robinson, will be hosting “Lunch with the President” on the 2nd and 4th Friday of each month via Microsoft Teams. Calendar invites have been sent to all PV employees. • Family Fun Slam Dunk Event – PV hosted a family fun event on February 11th to show appreciation for staff and collectively support our men and 		
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		<p>women's basketball teams! The event included free admission to both basketball games and free popcorn and soda.</p> <ul style="list-style-type: none"> • Carter Art Center Exhibits - The PV Carter Art Center has 2 exhibitions running concurrently from February 6th through March 7th: "Tonallí, Teyollí, Ihlíyotl: The Spirits in Us" and "MaryBeth Moley: Four Decades of Dedication and Inspiration". Click here for additional information and gallery hours. • Chemistry Ribbon Cutting: The Chemistry labs in PV's Science and Technology building are open once again after a semester of renovations! A ribbon-cutting ceremony was held on January 16th to celebrate the occasion. <p><i>Inform</i></p>		
	<i>Reminders</i>	<ul style="list-style-type: none"> • Register to work at graduation - 3 options for staff <p><i>Inform</i></p>	<ul style="list-style-type: none"> - Please let your supervisor know what time you signed up to work or if you will remain on campus that day. 	People
	<i>Open Floor</i>	<p>Adjourn</p> <ul style="list-style-type: none"> • Motion – Jenna Miller • 2nd - Lydia Authier 	<ul style="list-style-type: none"> - 4:08 pm 	People
	<i>Upcoming meetings</i>	<p>Feb 20 - Staff & Administrator Sallay & Conditions meeting w/ HR</p> <p>Feb 20 – Board meeting</p> <p>Mar 4 - CAC</p> <p>Mar 5 – DSC president & president elect meet with Dr. Lee</p> <p>Mar 11 – DSC meeting, one week early due to spring break</p>		