



METROPOLITAN COMMUNITY COLLEGE

DISTRICT STAFF COUNCIL MEETING AGENDA AND NOTES

DATE: May 20, 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>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, Kieran 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
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2:30	Marti Adams	Welcome & call to order – officers meeting	-	
2:35	Marti	Approve of April 2025 minutes <ul style="list-style-type: none"> Moved by – Lydia Authier Seconded by – Holly Andachter 	-Approved after correcting spelling of Kieran’s name	
2:40	Marti	<ul style="list-style-type: none"> DSC Retreat – July 18th at MCPL, Woodneath branch PD fund increased to \$10,000 for FY26, Dr. Lee said we could use some of this money to fund initiatives if needed. 		
3:00	Marti	Welcome & call to order – regular meeting	-3:05 p.m.	
3:05	Presidents Report- Marti Adams	Caroline Milton, CBIZ Sr. Wellbeing Specialist and our MCC Wolf Pack Wellness coordinator, <ul style="list-style-type: none"> will be leaving CBIZ and MCC at the end of May. Our partners at CBIZ, Inc are working on the MCC transition and backfill plan, to go into effect after her May 30th departure. Payroll <ul style="list-style-type: none"> Payroll will be splitting the last biweekly pay period into two separate payrolls/payments. The purpose of this would be to have a clean fiscal year-end payroll for accounting and retirement reporting. <ul style="list-style-type: none"> The first payroll would be for the dates of 6/22/25 – 6/30/25 (payable on 7/10/25) – all hours and time worked for these dates. The second payroll would be for the dates of 7/1/25-7/5/25 (payable on 7/11/25) – all hours and time worked for these dates. The pay date for the 6/22/25-6/30/25 would be one day earlier than the normal pay date and the second payroll for 7/1/25-7/5/25 would be paid on the normal pay date. employee would be “whole” (paid everything they are owed) by the normal pay date for that pay period. All benefits will come out on the first payroll. For anyone who didn’t have enough funds to cover on the first payroll and the difference would pull in on the second payroll. Any extra payments (such as Exempt SDP/Faculty Assignment Sheets/Dummy Earnings) would be split by the ratio of days paid on each 		Excellence Learning People Integrity

		<p>payroll, which is basically 60/40 (6 business days in the first payroll, 4 business days in the second payroll).</p> <ul style="list-style-type: none"> • <i>An all MCC email regarding this will be coming out after Memorial Day.</i> 		
3:50	<i>Committee Updates</i>	<p>Professional Development fund – Susan Thompson</p> <ul style="list-style-type: none"> • 40 applied, of those: <ul style="list-style-type: none"> - 3 removed their application, - 1 needs committee verification, - 1 may be question of Fiscal year approval • Of the remaining 37 applicants: <ul style="list-style-type: none"> - 35 were funded <ul style="list-style-type: none"> ○ Total Dollar Amount requested = \$61,664.42 ○ Total Dollar Amount funded = 29,596.80 • Total amount currently remaining is \$403.20, estimate after respective applications receive committee verification \$278.20 <p><i>Inform</i></p>	<p>-#1 Point: My figures are based on the internal documentation I keep in the committee files. I will also be working with Amanda to verify expenditures and determine exactly how much has been spent and how much is left in the Professional Development Fund.</p> <p>#2 Point: (The following statement is courtesy of Alex Johnson. Thank you, Alex, for drafting this!) As a reminder, if you received and used staff Professional Development funds this fiscal year (July 1, 2024 – June 30, 2025), you must complete the terms of your award and send Susan Thompson what you were supposed to send out or share upon completion of your professional development. Susan can be reached via email at Susan.Thompson@mcckc.edu.</p>	People Integrity
		<p>CPRC – Meg</p> <p><i>Inform and Solicit input</i></p>	-Haven't met since the last meeting	Learning People
		<p>Total Rewards</p> <ul style="list-style-type: none"> • Insurance – Marti – No meeting • Employee Learning & Development – No updates 	<p>-No update</p> <p>-No update</p>	Integrity People

		<i>Inform</i>		
		District Diversity & Equity - Paused <ul style="list-style-type: none"> There is ongoing planning as to how the council will evolve. <i>Inform</i>	-it has been paused for now while they finish figuring it out.	Excellence Learning
		District Technology – Tumi Musamali <i>Inform</i>	-No update	Excellence Learning
		<ul style="list-style-type: none"> Resource Stewardship – No updates <i>Inform</i>		Excellence Integrity
		District Strategic Planning <ul style="list-style-type: none"> The deadline for submitting feedback on the HLC assurance argument draft is May 31. If you have questions reach out to Amie Kendall <i>Inform</i>		People Integrity
4:00	<i>Staff Satisfaction Survey Taskforce Reports</i>	<ul style="list-style-type: none"> Value & Belonging – Kim Sides-Steiger & Crimson Taylor Workload & Training/Professional Development – Lydia Authier Bullying & Conflict in the Workplace – Meg Jordan & Tracy Leeper - We would like to work with HR and/or Office of Civil Rights to determine the following things: - Can a section on Civil Rights and Bullying be added to a location on our website that would be available for staff to find? <ul style="list-style-type: none"> In this section we would like the MCC definition of bullying, what resources are available, and who to report bullying to (what is the proper procedure) We would also like a back up to whomever we are to report bullying to – so for example, if MCC wishes that all instances of bullying be reported through HR, what is an alternative. We would also like an infographic on workplace ethics and/or bill of rights – similar to what is found here: https://www.workplacebullyingcoalition.org/about Finally, we would like to connect all this back to the antibullying campaign at MCC (see JPG below). - One thing that is very unclear is what is MCC's official policy on Bullying and Harassment (we found several and believe it's DP/BP 3.50020 – but it is IMPOSSIBLE to find a final draft of that policy anywhere – three of us were looking for the duration of the call). I will reach out to CPRC and see where 	-Workload- No update	People Excellence

		<p>the official, final document is located. Then, we would like a direct link or even a copy of that policy on the section of the website allocated for this.</p> <ul style="list-style-type: none"> - If we had funds available, we would like to create stickers or even posters to pass out to staff across the district with the #BullyFreeMCC verbiage on it. We don't know who to ask for access to district-wide funding, so I will direct that question to Marti Williams. It would be nice to have that available at in-service to pass out. • Benefits & Compensation/Socioeconomics – Jenna Miller & Amanda Elliott <p><i>Inform</i></p>		
	<i>Campus Reports</i>	<p>AC –</p> <ul style="list-style-type: none"> • No update other than working on officer elections. <p>BR –</p> <p>Past Events</p> <ul style="list-style-type: none"> • The All Campus BBQ held on May 14th had over 200 attendees. It was great to see all the students, employees, and guests. The President's Office sponsored this event. <p>Future Events</p> <ul style="list-style-type: none"> • Next Staff Association meeting is planned for Wednesday, May 21st. <p>LV –</p> <ul style="list-style-type: none"> • We are in the process of electing new Staff Association leaders. • We hosted an ice cream Sundae Fun Day at our April Staff Association meeting. • We sold over 70 candygrams in support of the Flower Fund. • Progress continues on the automotive building. • We hosted our annual campus awards banquet on May 6 and our Campus Carnival on May 7. <p>MW –</p> <ul style="list-style-type: none"> • Staff Association Elections: Elections are coming up soon, and we're encouraging staff to get involved! Participation is important, and we'd love to see some new faces step into leadership roles. • New Superintendent Announcement: Please join us in congratulating Chris Parrett, who has been named the new Superintendent at Maple Woods! 		<p>Excellence Learning People Integrity</p>

		<ul style="list-style-type: none"> • VP of Instruction & Student Services: Final decisions are in progress for the Vice President of Instruction and Student Services position. We're looking forward to that announcement soon. • Celebrating Retirees: We have several colleagues retiring and we will be celebrating them over the next couple of weeks. <p>ON –</p> <ul style="list-style-type: none"> • The search for an Administrative Assistant for the Dean has been extended and the listing has been updated. • FY26 officers: President: Noah Welborn Vice President: Katie Reynolds Secretary/Treasurer: Courtney Dixon Members-at-Large: Jenna Miller and Josh Turk <p>PV –</p> <ul style="list-style-type: none"> • Penn Valley's Recognition Ceremony was held on May 8th. Please join me in congratulating all of our PV staff who won awards! <ul style="list-style-type: none"> ○ Outstanding Contribution to the College – Liz Rodriguez ○ Outstanding Student Advocate – Bobbie Gustin ○ President's Unsung Hero Award – Jim Sears ○ President's Unsung Hero Award – Riley McNeely ○ President's New Employee Award – Sophie Craven • Save-the-Date for Jazz in the Valley! The event will be held the last weekend in September. Additional details to follow in the coming months. <p><i>Inform</i></p>		
4:15	<i>Open Floor</i>	<ul style="list-style-type: none"> • Taleo is leaving so if you want to keep your reviews, you can go in and print them. • Make sure you complete the Shared Governance training by the end of June. • In MCC jobs you will need to print or save your documents by the end of May. • Student Services retreat is June 13 		
	<i>Adjourn</i>	Moved by – Jenna Miller	-3:39 p.m.	



		Seconded by – Alex Johnson		
	<i>Upcoming meetings & events</i>	<ul style="list-style-type: none">• May 20 – Board Meeting 5:30• May 21 – DSC 1:1 with HR• May 22 – Commencement• June 4 – DSC 1:1 w/ Dr. Lee• June 17 – DSC meeting		