

**MAPE Meet and Confer Meeting Agenda and Minutes**

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| Meeting Name: | MAPE Meet and Confer |
| Date: | Monday, May 9, 2022 |
| Time: | 11:00 am |
| Location: | ZOOM |
| Attendees: | Sloane Kosky, Jim Brennan, Jenny McDougal, Aaron P. Mary Jo Dahl |
| Not present: | Bobbie , Gail. Tom, Chris R., Tiffini |

**Agenda**

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| Topic | Notes |
| **Approve Agenda** |  |
| **Telework agreements –** Update on tele-work agreements and the percentage of staff expected to be on campus this Fall. | **Bobbie:** We are going to sending out telework agreements. Will is working with Luke to get an app.  End of summer the forms will be ready for fall 2022  Summer is on-hold. Summer hours start on the 25th and we will move through summer  **MAPE:** What is the percentage of staff are expected to be on campus this fall.  President Pierce: We have not said to supervisors any percentages. We are planning for more students on campus and supervisors will need to plan for what department needs will be. Individual departments should be planning around both online services and in-person and strive for balance.  There is a plan in progress that is in the works and will be presenting to S.O.  **Gail,** We are planning for a return to a mix of options for course delivery.  Gail and Tom will review and report back. |
| **Budget Update -** Budget update and outlook for potential layoffs. | **Jim B.** Layoffs for next fiscal year?  **Chris R.** Cost of everything is going up (utilities, etc.) Deficit has to be considered. We will not start planning for this until fall.  **President Pierce:** Chris and I are looking at ways to juggle funds (HERF funds use and enrollment trends), and we have to plan to not have a steep drop off. It is still too soon to tell, we should have a better idea in fall.  **Jim,** reviewed the process layoff used in the past if there will layoffs and have an emergency meet and confer and communication to employees in the past worked well, especially the letter used. |
| **Summer hours** – Will Student Services and/or Advising be open on Friday mornings? | **Patrick T. :** Student Services has been notified of hours of operations.  Mix of virtual and in-person services.  **MAPE-** is there ever consideration for summer hours to allow staff to work 8 hours on Friday.  **President Pierce:** We decided this year to go with what we have done in the past and we have to work with HR and consideration of liability if the college is not ‘open’ and in the future we will be looking at this and exploring options for the years ahead. |
| **Campus Covid Response**  **CDC moved us to green to yellow.** | * Are we looking to see if there will be any changes to campus practices when the levels change. * Chris R. He will look into this and referred to Chancellor’s message. * Communication about exposures as individuals. |

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| **Other Business -** | **MAPE:** Students being asked to come in to take tests even if they have symptons because there is no make-up.  **Gail:** Students should be following the health response protocol. Aaron and Gail will talk offline.  How will long covid be handled?  **President Pierce:** It is a medical diagnosis that would be treated as any other medical diagnosis. |

*Updated by Betsy Pedersen*

**Review of Action Items from last meeting** *Copy and paste Action Items from last meeting here*

| Action | Responsible | Due Date | Status |
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| **Carry Forward Issues & Questions**  Issue or Question | Responsible | Status |
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**Meeting Notes**

**Decisions Made** Add *rows as needed. Enter decisions and assign responsibility, as needed*

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| Decision | Responsible as needed |
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**Issues & Questions** *Add rows as needed. Enter issues or questions that cannot be addressed until later*

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| Issue or Question | Responsible | Status |
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**Action Items for Follow-Up** *Add rows as needed. Assign each action to an individual/group*

| Action | Responsible | Due Date | Status |
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