

## **MAPE Meet & Confer**

**September 30, 2019 • 2:30-3:30 pm • Via ITV: Willmar Campus H139/Hutchinson 115**

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**Present:** Craig Johnson and MAPE members (in no particular order) Jehana Schwandt, Michael Hanna, Lorna King, Heather Marcus, Jay Morrison, Teren Novotny, Beth Hepola, Josh Morgan, Dave Fischer, Nellie Schmalz, Kari Kuhlman, Stephenie Jiminez, Ashley Gabbert.

### Parking Fee

Lorna shared that several people had questions about why we were taking a second payroll deduction this year and whether this second pull was to catch up from an amount not being paid in 2015. President Johnson shared the deduction is not for catch up, but for the upcoming fiscal year of FY2020 and the next charge won't be until July 2021. However, President Johnson is recommending we do smaller per paycheck deduction (\$3-4) going forward and that way people only pay for parking while they are employed here. Dan Holtz said he would like to look into the options before we make a commitment, but didn't think it would be a problem to deduct a per paycheck amount if we chose to take that route.

It was also questioned whether the Parking and Traffic Regulations guidelines need be updated, as the annual fee is more than what the document says we are charging.

MAPE members would also like to know if it is possible to see financials of how the parking fee money is used. President Johnson said he would talk to Dan Holtz about ways to share the college financials on an annual basis.

### Respectful Workplace/Workplace Bullying Policy

Lorna shared that as part of their informal meeting with President Johnson they discussed this policy and he said he would like to bring it to the entire college to see if they feel a policy is needed, and, if yes, we would bring this to the College Policy Group. He also said he didn't believe all things need to be a policy, sometimes we need to insert language into our employee handbook or other college documents that might be more appropriate. Discussion ensued about this topic and it was felt even if we don't know what action was taken with a person who is accused of bullying, that the person complaining is notified that the topic has been addressed. President Johnson said he can push to see how much information can be shared with employees, but due to privacy rules, people may not be able to get all the information that they wish to receive. It was also questioned if we could possibly add bullying training to our internal training, similar to what we do with harassment training. President Johnson said we would need to check with the system office to see if that is an option.

### Summary of Work Plan Strategies

President Johnson will be sending out an updated version of our updated Work Plan. He is hopeful that most people have had an opportunity to look at the plan or have input on the plan through being on a committee or by request of their bargaining group representative. We are trying to get our FY21 Work Plan done by May so it is ready before people leave for the summer. We are waiting to hear back from the Chancellor on our current plan so we can begin our work on it and to help decide what we will be working on in FY21. The updated Mission and Vision Statement will be presented to the Board of Trustees at their November meeting for approval; we can begin using them after they are approved.

### Reorganization Timeline

President Johnson shared a summary of where we are at with hiring. Laura Kuvaas, Director of Marketing, Recruiting and New Student Experience will be starting on October 21. We are receiving applications for the Director of Diversity, Equity and Student Success position. Technical dean finalists should be coming in soon and we will be doing open forums within the next couple of weeks. We are preparing to post the dean of liberal arts of transfer programs to replace our interim, Missy Majerus; screening committee will begin meeting in December. We are looking at the possibility of transitioning our Director of Nursing to a Dean of Allied Health; most colleges have this role. With the hiring of Laura Kuvaas, we are planning to hire two recruiting positions. We recently approved an ITS2 Application Developer position and we just posted to replace Gus Condezo. As we make these hires, discussions will continue to take place and things will begin to more fully fall into place, so President Johnson asked for everyone's patience as we work through the process.

### Safety Feedback

President Johnson shared he met with Dan Holtz and Beth Hepola about looking at the low-hanging fruit to see what items from the safety report we can act upon quickly. We will contact specific groups, if necessary, to move forward on safety items in their area. We are still looking at the possibility of a safety officer, as well; we have had this position in the past at the Willmar campus in the form of an off-duty police officer. Funding is definitely a concern, but we don't want that to be a barrier if it is important.

### Budget Reductions/Revenue Suggestions

President Johnson shared that the list of the budget reductions/revenue suggestions is on the college SharePoint site and submissions are due today with the link that Dan Holtz emailed out a couple of weeks ago. They will be going through the list to see what items are viable. If we are reducing any programs and laying off any faculty, there is a November 1 deadline to do so.

We are looking at a budget deficit of \$1.5M and there is a goal of reducing expense by \$750,000, which will be challenging since we are already operating in a very lean manner.

The meeting adjourned at 3:23 pm.

Submitted by Debbie Ardoff

CJ/da