

Pro-Tech Council Meeting – August 13, 2020

Members Present

Sherry, Kimberly, Will, Adrian, Shelby, Colin, Patti, Lindsey

Members Absent

None

Meeting Agenda

I. Welcome

II. Council Functions: Past, Present, and Future

- a. Pres' cabinet will be meeting weekly and will be voting on policy
- b. This may generate more conversation in general
- c. Would like to meet Pro Tech monthly or bi monthly
- d. Would like to open our meetings to Pro Tech population for communication of opinion and concerns.

III. Elections: Secretary and Vice Chair

- a. General roles and responsibilities of officers covered.
- b. Terms of service were covered.
- c. Lindsey is currently serving in a role that is a standing member of Cabinet discussed in light of her eligibility for representing the Council on the Cabinet.
- d. Shelbi Lansdell elected Secretary, Patti Tanski-Mego elected Vice Chair

IV. Establishing Regular Future Meeting Dates

- a. Third Wednesday of the month, with the next meeting at September 16th.

V. Upcoming Meeting Agenda Items

- a. Pro/Tech Council Constitutional Review

- i. We will begin to discuss this in the September meeting
 - ii. We need to review specifically
 - 1. Election process
 - 2. Membership – reflects job codes rather than campus division, do we want to adjust?
- b. Pro/Tech Professional Development Day 2020-21
 - i. Planning of event will be unique this year.
 - ii. Please bring any thoughts regarding this event to the next meeting.
- c. Other
 - i. Motion to conduct Survey Monkey vote for officers
 - 1. Motion by Sherry
 - 2. Second by Lindsey
 - 3. Pass by voice and hand vote

VI. Open Discussion Topics

- a. Pandemic Response Team
- b. Budget
- c. Etc.
 - i. Questions from Pro Tech population:
 - 1. Is there an official opening plan for JSCC?
 - a. Student campus visits for business discussed.
 - b. Pandemic Response team minutes referenced as a resource for information regarding formal campus plans.
 - c. JWeb “Departmental Resources” tab under “Committees” then “Pandemic Response Team”

2. Alternative Work Schedules were discussed.
 - a. Development of policy for alternate work schedules discussed.
 - b. Policies have been shared to Pro Tech employee population for feedback.
3. Are we still going month by month with Pandemic Planning?
 - a. We think we are trying to determine a “level” for campus that is only driven by Pandemic data and not driven by a monthly or scheduled review.
4. Enrollment – Do we think Dual Enrollment will improve our status?
 - a. Will shared today’s enrollment numbers.
 - b. We are planning to finalize budget according to enrollment on Monday, August 17, 4:30 pm.
 - c. Current budget assumptions shared.
5. Educational reimbursement for faculty and staff currently still funded.
6. Purge holds and status shared.
7. Scheduled biometric screening discussed
8. Potential scheduled campus event(s) for flu shots discussed.
9. Student access to resources needed for various modes of content delivery discussed.
10. Campus wifi in the parking areas and related campus access options discussed.
11. Graduation plans and potential conflicting information discussed. This issue will be forwarded to Robin and Ruthea.

VII. Conclusion