

MEETING NOTES FOR JUNE 8, 2020

Present

Yevonne Allen, Kaylene Brady, Natalie Brown, Amber Burroughs, Yuliana Chavez, Felipe Gutierrez De Alba, Robert Hernandez, Andy Hughes, Leslie Jia, Peter Miller, Staci Mille, Tamera Mooney, Karen Rubio, Tina Ruff, Nicole Shimabuku, Joan Steinman, Cameron Tuttle

1. Estela's Updates:

- a. Estela is back in her office a couple of days per week. We are still in stage I going into stage II, so watch for the information. Estela is going to be compassionate, so work with your Directors for who will be coming back in July after the safety training. A form will be sent out soon for high-risk individuals to fill out for Human Resources (HR) so that they can continue to work remotely until we are in stage IV. Most of the safeguards are up to keep front line workers safe. They are looking at different models for employees' return to campus. Small areas should rotate staff on and off, so only 50% will be in the office at one time.
- b. The Budget Reduction team's last guidance from NSHE was for a 19% budget reduction proposal which was provided in addition to the 14% and below proposals. It does take out of contingencies. They also included a summary statement of the process including how preserving positions was a primary focus of the task force. A volunteer work reduction proposal will be sent out soon for employees who are interested in reducing their workload to .8 FTE. This proposal is only being offered for one year. Kudos to the team for the best solution and best possible outcome for this process.
- c. The Student Services and Diversity Council (SSD) will not meet in July. Estela thanked everyone for their hard work. She is super proud of SSD!

2. Standing Items:

- a. **Cabinet-Andy**-look for a safety training video that all staff must complete to get back on campus. There will be an NSHE wide mask policy coming out soon which will help us enforce wearing when we get back on campus. There is additional signage on all TMCC sites regarding Covid-19. Human Resources (HR) is working on a form for people who take care of high risk family members and do not feel comfortable coming back on campus. Melissa Deadmond, Associate Dean of Assessment & Planning/Accreditation Liaison Officer, is requesting feedback for a reflective statement she is preparing for our accreditation body on how we survived Fall 2019 and Spring 2020 during the novel coronavirus pandemic. What innovations did we create and use to help students be successful? Look at highlights, successes, challenges and outcomes. Melissa is preparing a shared google doc for the feedback. The SSD Directors shared highlights and discussed their feedback for the reflective statement/s. The shared TMCC/WNC HR Director position search is on hold for now.
- b. **Planning Council-N/A**
- c. **Academic Affairs and Student Services**-they have been working on the me3 platform and have completed their part. There is an upcoming run through which Natalie will share with the Council.
- d. **Accreditation Committee-NA**
- e. **Enrollment Management Committee-NA**