

## CERTIFIED PROFESSIONAL STAFF

### MEETING MINUTES

December 4, 2020, 1:30pm

<https://meet.google.com/zyk-iydn-kdr>

#### MEMBERS (presence denoted by check):

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Maryanne Angliongto | <input checked="" type="checkbox"/> Terry Kite     | <input checked="" type="checkbox"/> Maggie Rola     |
| <input type="checkbox"/> Roger Barrentine               | <input checked="" type="checkbox"/> Kathy Kuhlmann | <input checked="" type="checkbox"/> Jamie Schneider |
| <input type="checkbox"/> Sheree Bell                    | <input type="checkbox"/> Darrell Kyle              | <input type="checkbox"/> Teresa Schwartz            |
| <input checked="" type="checkbox"/> Michael Booker      | <input type="checkbox"/> Jude Kyoore               | <input type="checkbox"/> Daniel Smith               |
| <input type="checkbox"/> Sarah Bright                   | <input checked="" type="checkbox"/> Holly Lincoln  | <input type="checkbox"/> Mark Smreker               |
| <input checked="" type="checkbox"/> Stephanie Cage      | <input checked="" type="checkbox"/> John Linhorst  | <input checked="" type="checkbox"/> Lora Warner     |
| <input checked="" type="checkbox"/> Bob Deutschman      | <input checked="" type="checkbox"/> Amy Mc Daniel  | <input checked="" type="checkbox"/> Tasha Welsh     |
| <input checked="" type="checkbox"/> Carrie Greer        | <input type="checkbox"/> Dana Nevois               | <input checked="" type="checkbox"/> Kenny Wilson    |
| <input type="checkbox"/> Tracy James                    | <input checked="" type="checkbox"/> Lisa Pritchard | <input checked="" type="checkbox"/> Stacey Wilson   |
| <input type="checkbox"/> Mark Janiesch                  | <input type="checkbox"/> Dale Richardson           | <input checked="" type="checkbox"/> Blake Tilley    |
| <input checked="" type="checkbox"/> Julie Johns         | <input type="checkbox"/> C.J. Rodgers              | <input checked="" type="checkbox"/> Paul Ferber     |

#### CONSTITUENT LIAISONS (presence denoted by check):

- Bill Kaune       Lore Robart

#### GUESTS:

| AGENDA ITEM   | DISCUSSIONS/OUTCOMES  |
|---------------|---|
| Call to Order | Time: 2:30pm  |
| Approvals     | <a href="#">November 6, 2020</a><br><a href="#">October 2, 2020 (with corrections)</a><br><b>ACTION:</b> <ol style="list-style-type: none"><li><b>Motion:</b> Carrie Greer moved to approve of October 2020 minutes (tabled in November due to attendees are not listed on minutes due to the resignation on CPS secretary)<br/><b>Seconded:</b> Kenny Wilson</li><li>Carrie Greer moved to approve November 2020 minutes<br/><b>Seconded:</b> Terry Kite<br/><b>Vote:</b> All approved on both motions</li></ol>   |
| Reports       | <ul style="list-style-type: none"><li>● <b>Classified Staff - Stephanie Cage</b><ul style="list-style-type: none"><li>○ Dr. McCaffrey answered questions regarding the path for staff</li></ul></li><li>● <b>Mtg with President - John Linhorst</b><ul style="list-style-type: none"><li>○ A+ funds</li><li>○ MCCA \$30mil request for consideration of state funding</li></ul></li><li>● <b>Extended Cabinet - John Linhorst</b><ul style="list-style-type: none"><li>○ multi factor verification 2FV email went out to all</li><li>○ what it takes to work remotely- integrated planning and tech, surveys - laptops vs desktop</li><li>○ Daryl Gebbauer hosted a meeting re: JCI move to JCA, looking for representation from constituent groups</li></ul></li></ul> |

|                     |  |
|---------------------|--|
|                     | <ul style="list-style-type: none"> <li>○ Viking Woods - Dale Richardson - looking into using a management agency</li> <li>○ HWY 30 property - 25 acres, Board approved looking into sale initially purchased for \$2mil; however, not in corridor</li> <li>○ Tasha Welsh - Strategic Workforce Plan</li> <li>○ Academic Strategic Workforce Plan - Chris DeGeare</li> <li>○ Student Wellbeing survey - Kristine Bogue</li> <li>● <b>Faculty Senate - Terry Kite</b> <ul style="list-style-type: none"> <li>○ Constitution and revising subcommittees</li> </ul> </li> </ul> <p><b>ACTION:</b></p> <p>3. Anyone interested in representing CPS in meetings re: JCI move to JCA</p>  |
| <b>Old Business</b> | <ul style="list-style-type: none"> <li>● <b>Shared Governance Model</b> <ul style="list-style-type: none"> <li>○ Michael Booker brought to ADs - to continue to work on in Spring</li> <li>○ A lot of important decisions to be made and a lot of consideration to put into it</li> </ul> </li> <li>● <b>Vikings Vault Subcommittee</b> <ul style="list-style-type: none"> <li>○ Student Learning and Support and Council of Chairs agreed to form subcommittee, Holly Lincoln will represent CPS</li> <li>○ January will be first meeting</li> <li>○ Mercy Foundation granted \$10,000 to vault mentioned at Board of Trustees meeting</li> <li>○ Shopping for December - Stacey Wilson suggested we donate perishables to VW - no shopping necessary</li> <li>○ January shopper - Stacey Wilson until decisions made by subcommittee -Nursing and Kenny Wilson volunteered to shop another month</li> </ul> </li> </ul> <p><b>ACTION:</b></p> <p>4. Michael Booker will update when able re: Shared Governance</p>   |
| <b>New Business</b> | <ul style="list-style-type: none"> <li>● <b>Library Services Update</b> <ul style="list-style-type: none"> <li>○ Cindy Christopher retiring Dec.17 position combined with another position, Laura Lewis will be taking over those responsibilities</li> <li>○ End of Semester Assessments category added in statistics tracking software, 45 minutes + for student interactions - fewer students, but spending more time with each student</li> <li>○ Winter session libguide updated</li> <li>○ decrease in # of students using full text articles</li> <li>○ Grab - N-Go coffee, tea, and cocoa for finals week</li> <li>○ Walk Through Wellness in Library entrance</li> </ul> </li> <li>● <b>Adopt-a-Family Opportunity</b> <ul style="list-style-type: none"> <li>○ 2 possibilities <ul style="list-style-type: none"> <li>■ #1 family with 2 children <ul style="list-style-type: none"> <li>● non credit student needing to take on another job to make ends meet</li> <li>● target to raise \$100 for each kid</li> <li>● Lora Warner will contact parent</li> </ul> </li> <li>■ #2 shop for a family <ul style="list-style-type: none"> <li>● family with 4 boys</li> </ul> </li> </ul> </li> </ul> </li> </ul> |

|                                   |   |
|-----------------------------------|---|
|                                   | <ul style="list-style-type: none"> <li>● needing someone to shop and wrap by end of next week</li> <li>■ Both were requested - many volunteers to shop</li> <li>■ money to John via Venmo <ul style="list-style-type: none"> <li>● @Jennifer-Linhorst-1</li> </ul> </li> </ul> <p><b>ACTION:</b></p> <ol style="list-style-type: none"> <li>5. John will reply to Brandi Galloway for shopping for family</li> <li>6. Kenny Wilson will shop for family #1</li> <li>7. Lora Warner will contact family # 1</li> <li>8. All to donate what they can to the families in need</li> </ol> |
| <b>Open Comment and Questions</b> | <p><b>Carrie Greer</b> - enrollment down 23% , outreach being done, but students are waiting to enroll</p> <p><b>Kenny Wilson</b> - applied for 2 grants</p> <ul style="list-style-type: none"> <li>- MCCA</li> <li>- MOEXCELS barn remodel \$110,000 will find out about soon</li> </ul> <p><b>John Linhorst</b> - reviewing CPS bylaws - Lisa Pritchard will look in Library college archives for copy of bylaws, Carrie will review</p>  |
| <b>Adjournment</b>                | <p><b>Time:2:15</b></p> <p><b>Next Meeting:</b> January 8, 2021 via Google Meet</p>   |
|                                   | 1.  |

**Commented [1]:** John will reply to Brandi Galloway for shopping for family @jlinhors@jeffco.edu  
\_Assigned to John Linhorst\_

**Commented [2]:** \_Marked as done\_

**Commented [3]:** \_Re-opened\_  
Thank you

**Commented [4]:** Kenny Wilson will shop for family #1 @kwilso20@jeffco.edu  
\_Assigned to Kenneth Wilson\_

**Commented [5]:** \_Marked as done\_

**Commented [6]:** \_Re-opened\_  
Thank you

Respectfully submitted,  
Julie Johns - Director of Adult Education and Literacy  
CPS Secretary