**Management Council**

**11.18.2022**

**10:00am - 11:00am, Zoom**

**Meeting Notes**

**Attendance:**

Pru Ratliff, Rory Johnson, Kristy Seher, Paul Chown, Roberta Farrar, Erik Sorensen, Bob Brown, Colin Trujillo, Ericka Barber, Molly Blakemore, Crystal Morse, Tiffany Schmitcke, Katy Keysey, Ashley Mitchel, Anthony Finck, Nate Kees, Montel Vander Horck, and Morgan Solem.

**Approval of Minutes:**

Roberta moved to approve the minutes, Colin seconded.

**Previous Board Report:**

**Management Council Business:**

* **Update on Residence halls**
  + An email from Daeren was shared stating that it was determined safe to move back to double occupancy for Spring 2022 in the dorms.
* **BP 6340**
  + The policy is being brought to the various constituency groups for review. The wording may lead to confusion having the chief facilities officer be the individual in consultation with the president because a lot of the items are technology related. Ericka brought up the point that we do not currently have a chief facilities officer and the only person they are aware of that works with the Foundation for California Community Colleges, CollegeBuys program would be the purchasing person in the business office. Since the purchasing position is a classified position we wouldn't want them as the contact responsible to be in consultation with the president. We should put the chief business officer or designee.
* **Updated vaccinated vs exemption**
  + The process for exempt students to register was discussed. These students are able to register on WebAdvisor just like the vaccinated students. For vaccinated students, vaccine information can be uploaded to the app, email to [student-vaccine@redwoods.edu](mailto:student-vaccine@redwoods.edu), or provided in person. Cynthia Petrusia is forwarded the information and enters it in the back end. Once this is complete, Stephanie receives this information and releases the hold. The process takes around 24 hours.
  + Exemption Students: apply for exemption, anyone who is exempt has a status in the ReadyEd database. Starting in Spring Kristy will be testing those students weekly. Students in Del Norte will be sent somewhere for testing.
  + Rosters in WebAdvisor will show instructors which students are exempt.
* **New Salary Schedule**
  + Alia and Erik met with the president, we are all getting a raise - at least 5%. Pay scales are being adjusted across the board. There will be a 5% difference between ranges. 3% between steps. You might be moved down a step but you will get at least a 5% raise. We are also getting paid retro back to July 1st, 2021.
* **Salary and Retros**
  + Kristy mentioned we are being placed on the CSEA salary schedule. In the past the administrators, managers and confidentials have been on the same salary schedule. Managers and confidentials are adopting the CSEA schedule and administrators are staying on their own schedule, grade 130 and above.
  + Erik mentioned the goal is to make the starting salary more attractive to hire people and bring us more in line with other big hiring companies.
  + Rory offered background information, this was all developed in negotiation. Many of the cells in the salary schedule were below minimum wages. Rather than bringing in people at step 12, we adjusted to make 108 step 1 slightly above minimum wage.
  + Kristy explained the rollout schedule. Managers, confidentials, and CSEA will all be paid on the new schedule for November. Retros will be completed on December 10th, supplemental checks will be issued. Faculty will get the increase included in their December check. The $500 Covid stipend will not be issued to faculty until January 10th, 2022. Associate Faculty retros and final payment of fall contract will be on January 10th, 2022.

**Committee/Department Reports:**

* Pru shared exciting news for Adult & Community Ed . They have acquired additional space next to their classroom. Childcare will be available to students who enroll in ESL, this is one of the barriers students have identified. ACE will get keys to the space December 1st and would like to have childcare available for the spring semester.
* Erik mentioned there will be an Outlook training available in December.

**Future Agenda Items:**

* None .

**Closing Comments:**

* None.