

# Employee Relations Team Minutes

02.17.26

Founders Room

10 a.m.



Chair: Dr. April Dollins  
Co-Chair: Karen McGoy  
Advisor: Felicia Rouse

## Roll Call:

<input checked="" type="checkbox"/>	Dr. Brenda Brown	<input checked="" type="checkbox"/>	Karen McGoy	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Sophia Conley	<input checked="" type="checkbox"/>	Christopher Scott	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Dr. April Dollins	<input checked="" type="checkbox"/>	Dr. Micah Spicer	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Rachel Hannan	<input type="checkbox"/>	Rachael Trotter	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Rhiannon Martin	<input checked="" type="checkbox"/>	Rebecca Wilson	<input type="checkbox"/>

## Agenda Items:

- I. Call to Order @ 10:09 AM
- II. Approve Minutes:
  - A. January - Rebecca motioned to approve w/ corrections to “minutes” and the letter C by Rhiannon’s name. Rachel H seconded.
- III. Additions to the Agenda
  - A. Leave: Discussed leave policy and whether an additional policy is needed for inclement weather regarding remote work. Remote work is not meant for weather emergencies. Sick days are for health reasons. During inclement weather, an employee can only use vacation or personal, or unpaid time. Is a new operating standard needed? We will send on what we have so far on leave, and put a pin in the inclement weather discussion or later.
- IV. Discussion
  - A. Old Business
    1. Shawnee Super Saints
      - a. January - Congratulations to Dwayne Fehrenbacher!
      - b. February - Mary Ramsey and Sofia Dudley
    2. NISOD award - Donna Price - Staff of the Year
    3. The following operating standards are in Executive Council awaiting feedback:
      - a) Operating Standard Performance Improvement Plan
      - b) Operating Standard Corrective Action

### c) Operating standard Performance Review

#### B. New Business

1. Employee Appreciation - Mar 25, 2026 Wednesday from 11 am to 2 pm. Dr. Dollins contacted Amanda for Sound Bath: \$100 for 10 people; \$150 for up to 20. Room J1023 is a good option. Felicia is calling around for food. Will need all hands on deck helping.
2. Strategic Plan Items Discussed
  - a. 1.1.A
    - i. Communication, MySCC App widget, or send out a survey.
    - ii. No thoughts on 1.1.B
  - b. 1.1.C
    - i. Dr. Dollins discussed committees collaborating with one another to at least know what is happening in other committees.
    - ii. Dr. Brown discussed the College Council.
    - iii. Rhiannon suggested after a College Council, updates could be sent out.
  - c. 1.2.A
    - i. Dr. Dollins brought up doing professional development by departments.
    - ii. Felicia said, perhaps once a year college wide and then staff could have training during convocation.
  - d. 1.2.C
    - i. Dr. Dollins discussed a college consortium to reduce insurance costs.
    - ii. Data review- exit surveys can be analyzed.
    - iii. Dr. Spicer suggested reforms be made to company culture.
    - iv. Felicia said a consultant could lead a discussion to help us define "culture of care."
    - v. Dr. Spicer said care should be intentional.
    - vi. Rachel H said it should come from the top down. The committee discussed that the problem is systemic and leadership could do better at building human connections and relationships.
    - vii. Christopher S reiterated that the college council could help w/ building genuine connections.
  - e. Our homework for today: List the top three things we need to focus on to cultivate a culture of care.

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- V. Adjournment - Rachel H motioned to adjourn at 11:47 AM. Dr. Brown seconded.

**Next Meeting: March 17, 2026 in the Founder's Room**