



Item	Description
Date	3/2/2022
Time	3:00 pm
Location	Blackboard Zoom

Attendees

Role	Name
Chair	Deborah McGraw
MinuteTaker	Lori Saucedo
Attendees	Shirley Bonewald, Megan Bubela, Rachel Cavazos, Rhonda Clayton, Kelly Crosson, Gloria Diaz, Veronica Garcia, Linda Hines, Terry Hinze, Vicki Hudson, Sarah Kresta, Monica Maldonado, Deborah McGraw, Aryel Montalvo, Jasmine Montalvo, Kimberly Mrnustik, Lori Saucedo, Selena Schmidt, Meghan Stade, Stephanie Witzkowski, Marcela Quiones, Emma Hermes, Monica Maldonado, Elizabeth Argote, Nora Chalue, Barbara Lee, Kimberly Lewis, Ramona Petrosky, Carol Riley, Michelle Smith, Lindsey Reeves, Julia Weakley, Wendy Tamayo, Lori Baumgarten, Jill Hudgins, Theresa Krobot, Patricia Chandler, Michael Billingsley, Vicky Baltz, Marla Martinez, Ramonica Cortez, Christina Vela

Approval of Previous Committee Meeting Minutes (February 2, 2022)

	Description
Motion by:	Monica Maldonado
Seconded by:	Vicki Hudson
Vote:	

Information Items

	Description
1.	Extended Cabinet Meeting: February 10, 2022 <ul style="list-style-type: none">Update to Strategic PlanningFitness Center was discussedPosted positions for the Fitness CenterSurvey Information
2.	Board of Trustees Meeting: February 15 ,2022 <ul style="list-style-type: none">Retirees were approved
3.	Old Business – Topics for discussion <ul style="list-style-type: none">Last meeting Brought up about Employee HighlightsKimberly Ashburn is going to provide information on Yuja.Benjamin Green from IT to provide update possible April or May 2022Lunch and Learn Sessions – Reached out to Amanda Allen to find out if anything is in the works for Staff Development or Staff Training. Amanda Allens response was to

	<p>have a Staff Development Day next year 2023. Could not get approval for it because of Covid. Also going to start some Developmental Series, nothing is lined up at this time.</p> <ul style="list-style-type: none"> • SSO Committee is currently working on reviewing staff nominations. • Any concerns please report to the Support Staff
4.	<p>New Business –</p> <ul style="list-style-type: none"> • T Shirt Orders- Wendy Tamayo is currently working on T-shirt project. Did have some requests or inquires about the T-shirt order- Waiting to hear back from vendor to make sure there is no changes and no updates. As soon as that is confirmed will send it out to the SS Organization via email with the order form. No deadline as of yet. Monica asked about Fleece Jackets and Vicki asked about V Neck Shirts being an option. • Building morale for staff ideas are needed –possible food truck day for staff in summer, staff fun day, possible craft during lunch, possible after work hour's event. Look into WCJC Family picnics-possible on Main Campus. Staff Field Day and T-shirt contest. Rent a theater to watch a movie- WCJC Movie Night Staff only. October Fall Day Antique Show Day, WCJC Murder Mystery Night, Matagorda WCJC Beach Day. • Lunch and Learn Ideas are needed – Present Programs that we offer at WCJC. Staff is interested in doing tours of different campuses, Johnson Building, Bay City Campus. Learn something different about the community. Learn about Automotive and EMS and Electronic Programs. • SSO Survey – members of the SSC have been approached about providing a similar survey for SSO like what FC sent out a few weeks ago. • Kimberly Ashburn provided information on Yuja. In addition, a video is available in Blackboard for instructions. Also mentioned that WCJC is moving from Blackboard to D2L Brightspace. Will be switching over in the Fall 2022. Going to create training to Support Staff. Please reach out to the DE Department for questions or concerns.
5.	<p>Misc.</p> <ul style="list-style-type: none"> • St. Patrick's Day Gathering March 10th from 10:00a -12:00p at the Richmond Campus.
6.	<p>Announcements:</p> <ul style="list-style-type: none"> • Next meeting: <ul style="list-style-type: none"> ○ April 6, 2022 • Door Prize: <ul style="list-style-type: none"> ○ Donated By: Vicki Hudson and Stephanie Witzkoski ○ Winner Nora Chalue
7.	Employee Changes: Attached

Adjournment

Time:	3:43 pm
Motion by:	Kimberly Mrnustik
Seconded by:	Megan Bubela
Next Meeting:	April 6, 2022 3:00 VIA ZOOM

New Employee

- Rossana Deadrick, Testing Technician, Sugar Land Campus, SGL-129, extension 8434, email deadrickr@wcjc.edu, effective 03/01/22

Change in Title/Assignment

- Jason Thompson, Apprentice Electrician, Wharton Campus, Maint-106, extension 6983, email thompsonj@wcjc.edu **changing to** Painter, Wharton Campus, Maint-106B, extension 6472, email will stay the same, effective 03/01/22.

Change in Office

- Danny Terronez, Director of Sec/Public Safety, Wharton Campus, PSC-Security, extension 6465, email terronezd@wcjc.edu **changing to Wharton Campus, Security**, extension, and email stays the same, effective 02/22/22
- Barbara Lee, Sec & Public Safety Secretary, Wharton Campus, PSC-105, extension 6501, email lee@wcjc.edu **changing to Wharton Campus, Security**, extension, and email stays the same, effective 02/22/22
- Steven Fojtik, Public Safety Officer-Corporal, Wharton Campus, PSC-Security, extension 6523, email fojtiks@wcjc.edu **changing to Wharton Campus, Security, extension 6336**, email stays the same, effective 02/22/22
- Reyes Mejorado, Public Safety Officer, Wharton Campus, PSC-Security, extension 6523, email MejoradoR@wcjc.edu **changing to Wharton Campus, Security, extension 6985**, email stays the same, effective 02/22/22
- Sabas Vasquez, Public Safety Officer, Wharton Campus, PSC-Security, extension 6523, email vasquezsa@wcjc.edu **changing to Wharton Campus, Security, extension 6402**, email stays the same, effective 02/22/22

Change in Name

- Lauren Herrmann, Instructor of Mathematics, Wharton Campus, S-207, extension 6344, email herrmannl@wcjc.edu, **changing to** Lauren Green, email greenl@wcjc.edu, everything else stays the same, effective 02/09/22

Separation of Employment

- Tyler Perez, Groundskeeper, Wharton Campus, Maintenance, extension 6507, email PerezT@wcjc.edu, effective 02/08/22
- Dominga Reyes, Custodian, Wharton Campus, Maintenance, extension 6358, email reyesd@wcjc.edu, effective 02/08/22
- Robert Sanchez, Title V HSI Career Dev & Transfer Coordinator, Wharton Campus, PSC-301C, extension 6958, email SanchezR@wcjc.edu, effective 02/15/22
- Kelly Novikoff, Title V HSI Exp Learning Specialist, Wharton Campus, PSC-207, extension 6972, email novikoffk@wcjc.edu, effective 02/17/22

- Rebecca McKnight, Assistant Admissions Officer, Wharton Campus, A-104, extension 6348, email mcknightr@wcjc.edu, effective 02/28/22
- Johnnie Svatek, College Recruiter/Academic Advisor, Wharton Campus, PSC-305, extension 6431, email svatekj@wcjc.edu, effective 02/28/22
- Julie Aaronson, Manager of Student Recruitment, Wharton Campus, PSC-303, extension 6455, email juliea@wcjc.edu, effective 02/28/22
- Susie Fendley, Senior Research Analyst, Wharton Campus, A-210, extension 6331, email fendleys@wcjc.edu, effective 02/28/22