

## ATP Meeting Minutes - Thursday January 18, 2024

### Words of Gratitude

Many gave thanks to their department teams and other colleagues who have pulled together some amazing events for our students.

Many thanks to the Wellness Committee for their dedication to helping staff stay healthy, and for hosting the oatmeal bar event for those who participated in Fit Like a Fox.

A special shout out to Jordan Reece and Danni Raasch for their hard work and dedication, including a lot that goes on behind-the-scenes!

A warm welcome to Meredith in Accessibility! Welcome to the RRCC family!

### Important Campus Updates

Stacy Roe Oatten (she, her, hers) is the new ATP representative for the Safety Advisory Committee. (SAC Co-Chairs are Loretta Tafoya and Jacqui Oakley.) If you have any questions or concerns or if you are interested in joining this committee, you may reach out to Stacy at (303) 914-6732 Voice | (720) 336-3893 VP

The [Fall 24/Spring 25 RRCC Foundation Scholarship Application](#) is available through March 2, 2024.

### Review of the ATP Bylaws

First, **“What is ATP?”** It stands for Administrative, Technical and Professional staff. Administrators are the higher-level positions, such as Directors and VPs. Technical and Professional staff are, “employees whose duties are comprised of more than 50% administrative, supervisory, professional and/or technical duties...(ATP positions) have been exempted from the State Personnel (Classified) System ([CCCS BP 3-10](#)).” The Professional positions typically require a bachelor's degree, whereas the technical positions may not.

**Article II** of the ATP Bylaws mentions that the ATP Council provides “networking opportunities.” Our monthly meetings are a terrific way for new staff members to meet others and introduce themselves. Additionally, the Council oversees the Annual RRCC All-Employee Potluck in December. Because RRCC already offers such a wide assortment of ways for staff to get to know each other, the Councilmembers have not expressed a need for additional opportunities prior; however, we are open to your input. Let us know your thoughts and ideas! Some may think of networking in terms of colleagues within RRCC and others may think of networking as occurring outside of RRCC (within CCCS or among other colleges, for example). Also, at the bottom of the emails sent out with the meeting minutes, you will find a list of the opportunities we are aware of. (We did not have a December meeting since we had the potluck, but we will include some upcoming opportunities toward the end of the minutes.)

**Article III** of the ATP Bylaws mentions an ATP Welcome Committee. When was this Committee formed and who oversaw? Terri had been emailing new ATP employees, to invite them to the ATP meetings. However, for several months she has not received the monthly e-mail notifications (“comings and goings”) that Dr. Haney used to send out. Terri emailed Cynthia Hier, Interim HR Director, to ask if we could get that monthly information again.

Would the ATP Chair and Chair-Elect. ad this Committee? How would others join the Committee?

**Article IV** of the ATP Bylaws does not specify whether an employee must be employed for any length of time to qualify to run for office. Would we want them to have worked at RRCC for at least a year?

**Article V** of the ATP Bylaws states that “nominations and voting (for ATP of the Year) may come from any RRCC administrator or technical (or) professional staff.” However, would we want to open nominations to any RRCC employee? For example, a Classified employee (or even student employees) could nominate an ATP employee (to get them on the voting ballot).

**Article VI** of the ATP Bylaws states that we use “modified Robert’s Rules of Order”. Do we want to define what that means? (Majority rules; and everyone has the right to attend meetings, make motions, debate, and vote.)

We discussed whether an **Article VII** should be added. This article states that the Council will revise the Bylaws annually. If upon review the Council finds that we do not need to revise the Bylaws, we should notate that (i.e., “no revisions were suggested/made”), along with the date the Council reviewed the Bylaws. Terri would like to add that ATP officers should electronically archive the old and new versions of the Bylaws and make them available to Council members via the ATP webpage.

**Article VII** should also state where ATP officers post the meeting minutes and other important ATP information (Teams, the RRCC ATP webpages) and how often ATP officers are to make updates (monthly, as needed?).

Would we want to address in **Article VII** a process to follow if the ATP Chair or ATP Chair-Elect were to leave? Some ideas presented are that the Chair-Elect would move into the Chair position and the runner up from the most recent election for Chair-Elect would be asked to fill that position, or we would hold a new election, or the remaining officer would appoint someone (with their consent, of course).

Please share your suggestions about the Bylaws via email to Terri and/or Jennifer on/before February 2, 2024, so we can add them to the agenda. During the February ATP meeting, we will motion and second any items we would like to update and add.

### **Professional Development Opportunities**

There are many opportunities within RRCC for professional development! RRCC offers formal opportunities, including conferences, committees, task forces, on- and off-campus events; as well as informal opportunities, including affinity groups. At RRCC, employees who think creatively could potentially create their own professional development opportunities with colleagues. One example is the weekly conversational Spanish group that a handful of RRCC employees began (and sustained for years).

The RRCC Safety Advisory Committee is seeking new members. (See Stacy’s contact info above.)

The Colorado Community College System Office and the other Colorado community colleges provide us with additional opportunities (received via direct email or via RRCC HR).

CCCS committee/task force/council opportunities - <https://internal.cccs.edu/student-affairs/councils-committees-taskforces/>

CCCS professional development courses - <https://internal.cccs.edu/human-resources/professional-development/>

These opportunities are often free and allow us to learn and develop new skills and meet colleagues in a setting outside of the office.

I wanted to share some other opportunities that folks may not have heard of. If you find one that interests you and pertains to your RRCC position, you might ask your supervisor if your department's budget could pay for you to attend. If not, you can decide if it is of enough interest to pay out of pocket.

**February 20-22, 2024 - The InsightsEDU Conference** (Phoenix, AZ) will focus exclusively on the adult learner enrolled in online education programs

<https://insightsedu.educationdynamics.com/event/d8f1fe4e-c2af-49f7-abb4-0374a375c2b8/websitePage:ed574062-275b-49aa-9a41-78dfde4fcfb8?RefId=Speakers%20page>

**February 22-23, 2024, Connecting Adult Learners & Leaders (CALL) Summit (RRCC Lakewood Campus)**

A conference specifically for RRCC Adult Learners, includes keynote speakers, breakout sessions, networking lunches, a resource fair and more! Check your email inbox for details. (This summit is for students, but staff may want to ask if there are things they could volunteer for/assist with.)

**April 5-9, 2024 - The American Association of Community Colleges (AACC) Racing Toward a Better Future Conference** (Louisville, KY) will address community college's most pressing issues and opportunities, disruptive technology showcases, deep-dive problem solving work sessions, and unparalleled networking opportunities.

<https://aaccannual.com/>

**April 10-13, 2024 - The Online Learning Consortium (OLC) Elevating Pathways: Navigating the Terrain of Future Learning" Conference** will be in Denver and will focus on best practices, test innovative ideas, and collaborate on driving forward online, digital, and blended learning.

**April 13-16, 2024 – The Higher Learning Commission Annual Conference** (Chicago, IL) will explore the ways colleges and universities rise up to meet the needs of their students and society.

<https://web.cvent.com/event/2a7bbc14-e048-4dab-bc5b-01eff4e9b22f/summary>

**May 30, 2024 – 2<sup>nd</sup> Annual CCCS Chancellor's Summit on Adult Education** (Denver, CO) brings experts and practitioners from all Colorado Community Colleges together to discuss promising approaches to better support adult learners.

**June 11-13, 2024 - North American Career Education Colleges and Universities (CECU) Convention** (Indianapolis, IN). Although this organization is for professionals working at *proprietary* schools, we could glean valuable insights regarding students seeking career/technical trades.

<https://www.career.org/web/web/Events/Events.aspx?hkey=a39e8cdf-2bd6-4cd1-a7ae-5ef062f6e915>

You can also search for associations related *specifically* to your position (or a position you hope to transition to in the future). For example, Admissions folks may want to keep on eye on the website of

[The National Association for College Admission Counseling](#) and Financial Aid folks would want to keep up to date with the [Colorado Association of Financial Aid Administrators \(CAFAA\)](#).