

# Fall Learning Days Learning Café Notes About Employees

## Over-arching Themes

During COVID, We Did This Well...	# of times mentioned
<p><b><u>Overall Support:</u></b></p> <ul style="list-style-type: none"> <li>• HR Support</li> <li>• Working from Home</li> <li>• Flexibility</li> <li>• Professional Development</li> <li>• D2L Training</li> <li>• Furloughed Employees</li> <li>• Work-Life Balance</li> <li>• PDA &amp; Stipends</li> <li>• Supervisor Support</li> <li>• Mental Health Support</li> <li>• Winter Learning Day</li> </ul>	178
<p><b><u>Technology</u></b></p> <ul style="list-style-type: none"> <li>• Supplies and Equipment</li> <li>• eLearning</li> <li>• Zoom</li> <li>• OIT Support</li> </ul>	72
<p><b><u>Communication</u></b></p> <ul style="list-style-type: none"> <li>• Increased Communications</li> <li>• Town Halls – Communication</li> <li>• Return to Work – Communications</li> </ul>	64
<p><b><u>COVID</u></b></p> <ul style="list-style-type: none"> <li>• Sense of Safety</li> <li>• Cleaning and Safety</li> <li>• Science backed decisions</li> <li>• Badges</li> </ul>	49
<p><b><u>Student Focused</u></b></p> <ul style="list-style-type: none"> <li>• LLIC</li> <li>• Ceremonies/Events</li> <li>• Teamwork/Collaborations</li> </ul>	31
<p><b><u>Academics</u></b></p> <ul style="list-style-type: none"> <li>• Lab Support</li> <li>• Room scheduling</li> </ul>	10
<p><b><u>Overall Strengths</u></b></p>	9

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## Detailed Responses

During COVID, We Did This Well...	# of times mentioned
1. HR Support (employee support services, screening, Lifeworks, benefits continuation, leave time)	37
2. Supplies and Equipment (computers/hotspots support, access to L:Drive, Owls cameras, Zultys app)	31
3. Increased Communications (decisive, consistent, timely, explained decisions, increased)	29
4. Town Halls – Communication (great, helpful, informative, transparent, sending recordings)	29
5. Work from Home (protected employees, saved time for employees, flexible)	28
6. Vaccine Clinic (organized, easy, responsive)	25
7. Team Work/Collaborations (teamwork, supportive, everyone came together for the students)	25
8. Sense of Safety (was the priority, Public Safety continued presence, cautious and conservative approach, PPE)	20
9. Flexibility (allowed employees to meet family needs, ADs, scheduling)	19
10. Professional Development (responsive, virtual, self-care sessions, books clubs, Zoom, FCTE)	19
11. D2L Training (adjunct participation, faculty helping faculty, helpful, eLearning)	18
12. Furloughed Employees (minimal layoffs, delayed it, students workers kept until May, displaced workers were placed in other areas)	18
13. eLearning (helpful, Lockdown Browser, Virtual Classroom, supportive, ID support)	17
14. Zoom (having access to licenses, training, helpful, increased productivity, recordings)	16
15. Cleaning (Facilities did a great job prepping and maintain cleaning, new filers, plexiglass)	14
16. Work-Life Balance (Lifeworks, compassion in decision making, encouraged self-care, grace)	12
17. PDA & Stipends (rolling it over, stipends, reimbursements)	11
18. Science backed decisions (followed the science and available research, collaborative relationship with Bay Co. Health Dept.)	11
19. Academics (courses converted online, proactive, faculty given flexibility)	10
20. Overall Strengths (caring, proactive, adaptive, innovative, empathetic)	9
21. Supervisor Support (mindful of individual situations, showed caring, supportive)	8
22. OIT Support (responsive, accessible, supportive)	8
23. Lab Support (virtual material and equipment, lab kits, allow for growth)	8
24. Return to Work – Communications (kept in the loop, advice notice of return)	6
25. Mental Health Support (concerned for our mental health, wellness survey appreciated)	6
26. LLIC (creative, innovative, Testing Ctr, Library)	4
27. Badges (streamlined access)	4
28. Winter Learning Day (wonderful tips, self-care)	2
29. Room scheduling (responsive)	2
30. Ceremonies/Events (drive-in commencement, pinning ceremonies)	2

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## Over-Arching Themes

<b>We Should Continue Doing...</b>	<b># of times mentioned</b>
<p><b><u>Increased Communication:</u></b></p> <ul style="list-style-type: none"> <li>• Communication/Town Halls</li> <li>• Virtual Meetings</li> <li>• Let employees share what they've learned</li> </ul>	69
<p><b><u>Virtual/Remote Work Options</u></b></p>	48
<p><b><u>Virtual Meetings/Services:</u></b></p> <ul style="list-style-type: none"> <li>• Virtual Professional Development</li> <li>• Virtual Meetings/Zoom</li> </ul>	22
<p><b><u>Academics:</u></b></p> <ul style="list-style-type: none"> <li>• Maintain/Increase Online Classes</li> <li>• Equipment/Technology to Continue Online Courses</li> <li>• eLearning</li> <li>• Office Hours - Flexibility</li> <li>• Including Adjuncts</li> </ul>	25
<p><b><u>Teamwork/Collaboration:</u></b></p> <ul style="list-style-type: none"> <li>• Kindness/Empathy for Each Other</li> <li>• Maintain Agility</li> <li>• College Collaboration</li> </ul>	18
<p><b><u>Expanded Mental Health Services</u></b></p>	6
<p><b><u>COVID Related:</u></b></p> <ul style="list-style-type: none"> <li>• Health Safety Protocols</li> <li>• Offering the Vaccine on Campus</li> <li>• Collaborate with Community Partners</li> </ul>	11
<p><b><u>MISC:</u></b></p> <ul style="list-style-type: none"> <li>• Accessibility</li> <li>• Outdoor/Virtual Events</li> <li>• PDA/Fees</li> </ul>	8
<p><b><u>Technology:</u></b></p> <ul style="list-style-type: none"> <li>• Equipment Support</li> </ul>	4

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## Detailed Reponses

We Should Continue Doing...		# of times mentioned
1.	Remote Work Option (allow for remote work, need flexibility, savings for commuting)	48
2.	Communication/Town Halls (more, helpful, transparency, informative, emails, seeing what is sent to students, Q&A)	33
3.	Virtual Meetings (allows for flexibility, recording makes it easy to access information, increased efficiencies, some F2F options)	31
4.	Virtual Professional Development (online training, online teaching ideas, OOTC events, book clubs)	15
5.	Kindness/Empathy for Each Other (continue to show grace, give empathy, flexibility, show kindness)	9
6.	Maintain/Increase Online Classes (explore more possibilities, increase D2L skills, provide resources)	7
7.	eLearning (assistance with online teaching, instructional designers, chat support)	7
8.	Virtual Services (continue Zoom access, electronic requisitions, online forms, less paper/more sustainable)	7
9.	Expanded Mental Health Services (need more options, need more awareness)	6
10.	Equipment/Technology to Continue Online Courses (need supports, need hardware, need software, need good infrastructure)	6
11.	Health Safety Protocols (continue frequent cleaning, providing PPE, continue to be conservative)	6
12.	College Collaboration (communication between workgroups and across the college, listen to the experts, more Office Bay Support)	5
13.	Let employees share what they've learned (ask employees what is working, give employees a voice, listen to the experts)	5
14.	Maintain Agility (keep pace, maintain improvements, keep improving)	4
15.	Equipment Support (employee access to laptops)	4
16.	Collaborate with Community Partners (with SVSU and Covenant)	3
17.	Accessibility (inform faculty of students with temp disabilities, continue to provide recordings)	3
18.	Office Hours - Flexibility (ask students, some virtual and F2F options)	3
19.	MISC (PDA rollover, no parking fees, increased articulation)	3
20.	Including Adjuncts (include and invite to division meetings)	2
21.	Offering the Vaccine on Campus (continue)	2
22.	Outdoor/Virtual Events (livestreaming events, outdoor events)	2