

## Conversation Day: Quick Fixes

- Make exit door outside Rm. 121 at South Campus not an emergency door
- More bookshelf space in faculty offices
- Implement what we worked so hard to accomplish
- Ask for input when decisions are made that affect areas. Not to change the decision but to bring out problems caused by the changes and what can be done to make the changes flow smoother.
- Register students only one time
- Copy machines that work
- Mail that moves faster (intercampus)
- All college staff to use the work order system the way it was designed to ensure all needs are met
- Becoming more comfortable with taking time away from work and not needing to take work home because there's not enough time in the day to complete some of my responsibilities
- No more potlucks
- Designated faculty/staff parking spots
- Provide vending machines in every building on the Fort Omaha campus
- Easier budget process. Trust requestors who know their field of expertise
- A more comfortable chair at my desk.
- Make department/office have at least one mandatory meeting a quarter—and do a little team building—not so many secrets
- Require students to use their student IDs instead of verbally giving out their social security numbers in Student Services.
- More automated building controls—heating and A/C, security, lighting
- Enforce non-smoking policy on all campuses—bring attention to designated smoking areas
- Finish my office. Monkey cage in Auto Lab—Thanks. Tired of feeling less than human.
- Humor in the workplace
- Direction/focus
- I would like everyone to communicate and smile. Be natural.
- Outlook training for all employees to utilize the capabilities of the program (i.e., calendar, meetings invites, etc.)
- Make Outlook use mandatory.
- Update or at least upgrade computers in all offices.
- An additional IT staff member assigned to Sarpy; one whom can work in the evening so we have IT available and on hand immediately.
- Where possible—utilize 4-10 hr. day work weeks—help cut fuel costs for employees
- Pay increase on July 1 each year.
- Music in the restrooms
- More smoking areas with roofs and sides for cover
- 4-10 hour days work week
- 4-10 hr. days.
- Toilet seat covers in the restrooms
- Have superiors in other departments keep to their own departments and stay out of your business. They have absolutely no idea what's going on.
- 4-10 hr shifts year round but alternate days within the department
- Cross train staff
- A storage cabinet for our classroom
- Add a CD writer to my work station so I can do my job more efficiently. I work with lots of big files that need to be backed up.
- Being professional. Being courteous. Being consistent in all departments.
- Recognition
- Get off all year round at noon on Fridays

- More \$ for high performance/merit raises or bonuses for increased responsibilities. This will promote continuous improvement/optimal performance.
- Higher pay for recognition to all
- More money
- Teamwork, courteous, professional, consistency, recognition of job well done
- All year round half day on Fridays
- Need to publish a diversity plan that includes hiring and recognition programs
- All faculty and staff return to fundamental courtesies—professional and respectful behavior
- A calendar of the vendors and their menu for lunch in the common areas for each college campus
- Pay the people that keep the college together a worthwhile wage
- Install separate thermostat in Rm 120 EVC so room temperature can be more easily and readily controlled.
- Let students use the same password for student email, web advisor, and logging in to windows
- Clean, presentable and more trash containers on FOC campus—probably needed college-wide
- Easier access to office when FOC 9 library is closed
- Better work with supervisor
- More money
- More understanding of the work force
- More college better work
- Remove that naked painting from office area
- E-learning would be moved to another building so faculty and students would not suffer
- Holiday bonus (hams, turkey, etc.)
- Toilet tissue that doesn't tear off up in the dispenser and you have to dig for it. Dispenser higher on the wall.
- There is approximately one printer for every three persons here at the college. This ratio is costing the college thousands and thousands of dollars in maintenance and cartridges annually.
- Work with employee's input and new ideas. Strive to increase employee's pay and working conditions
- Raise \$ ↑
- Raise ↑ \$
- Raise \$ ↑
- Scrub/wax the bathroom floors in Bldg. 30 every week
- Summer hours year-round
- Summer hours year round
- Onsite massage therapy
- 4-10 hour days year-round
- Flexible hours
- More meeting with large group at Metro
- Pay raise
- Summer hours all year long
- Gas reimbursement
- Summer hours all year long
- Pay raise
- Flexible time—4-ten hour days; opportunity to work at home
- Pay raise
- Summer hours all year long
- More money
- Different hours
- Flex hours
- Summers off

- Flexible hours
- Free health care
- Weight Watchers on campus
- More help with my special needs students
- Please explain the apparent new meaning of “silo”!
- Announce the remaining “re-org” changes as soon as possible.
- Designated staff parking at campuses.
- Continue to have career network staff make HMRL presentations AND check resumes.
- More healthy food offered by vendors that come onto campuses
- Change blended course offering schedule
- Provide daycare to students and faculty
- Add a couple personal days to benefit package (per year)
- Market blended courses now
- Require all faculty to attend a class focused on how to teach deaf students and how to work with sign language interpreters. Sessions could be offered once per quarter.
- Instructor-designated parking
- Just tell us the truth
- Bus service to Elkhorn
- Stop faculty evaluations.
- Start content evaluation
- A “good job” or “thank you” once in the while would be nice.
- Clear respectful communication
- Resolve registration and information problems associated with offering “stacked” classes
- Instructor-designated parking
- Seat in 2<sup>nd</sup> stall in women’s restroom in FOC 10 has been loose for some time (more than a month)
- Student seating in FOC 10 hall looks like garage sale leftovers, especially when considering the impact first impressions make.
- Clocks all the same time, especially in Student Services
- Let instructors do their jobs without being oppressed by director (i.e., not have to have tests approved before giving to students)
- If you have a problem with someone, go first to that person and state it—not behind their back, not anonymously.
- Stop the employee evaluations
- I want someone from all areas, top to bottom, to participate in council meetings
- We want the hiring process to be for the most qualified person, not by race first. The employees want to make the final hiring decision.
- Let supervisors buy equipment needed! If supervisor asks for something, it is needed for the job.
- Get the hiring process fixed.
- Energy efficient equipment; get rid of boilers where possible
- Better vending machines
- Don’t close restrooms for cleaning at or near noon
- Make sure all required books, workbooks, etc. are in the bookstore prior to the first week of class
- If Metro could recognize employee contribution, without having to blow your own horn or by having to prompt a co-worker to submit a nomination in your behalf.
- Better communication of news
- Landscaping at South Campus
- Re-instate Math Center Coordinator
- Program computer to kick out students without pre-requisite
- Allow online and blended proctored testing
- Institute more flexible

- Testing Center policies.
- Institute a “homegrown” placement exam for math courses
- Light in classroom 105 SOC needs fixing
- On the college website, provide a place for students to arrange for carpooling. Contact Des Moines, Iowa (the city) to see how they arrange van-pools.
- Set all the clocks at the South Omaha Campus
- Ensure students have adequate prerequisites
- Offer more than one section at the same time for a “popular” course
- Permit proctored testing for online math classes. Go to other colleges to see how they manage off-campus proctor lists (and how much students pay)
- Temporary parking for faculty unloading at the campuses (especially) later in the day
- Better food vendors on campus at SOC and EVC
- Better communication
- Provide 261 days pay for 261 days work
- Timely raise
- More equitable salaries
- Bargaining in good faith
- A fair pay raise
- Negotiate in good faith
- Pay retroactive pay NOW
- Give us an extra day to make a total of 13 holidays each year
- Update equipment in offices
- Redo job descriptions
- Fill all jobs that are open
- Pay for all days worked
- Raise toilet paper dispensers above the handicap rail in the restroom!
- Paint Public Safety vehicles and logos to duplicate OPD vehicles light bars and all!
- To have an assistant to help me get the work done. At the moment, I am overwhelmed.
- More storage space in my shared office.
- Move to a MWF schedule (w/ T-TH schedule supporting)
- Staff Financial Aid offices in accordance with student demand
- Allow staff/faculty to evaluate and submit evaluations of their supervisors
- Change payment deadline to closer to start of classes.
- Student ID and password to WebAdvisor be available when entering student into DATATEL
- Ensure that administrative support, to include secretaries, are provided with technologically progressive systems in order to be better able to support those they support. We shouldn't be last on the totem pole.
- Change the lights in the room and the color of the walls
- Standardize an intake process for new Metro students by way of an application or checklist in order to ensure that students are connected with appropriate resources.
- Get updated software for my computer so I wouldn't have to rely on the webmaster to convert my .pdf files for my websites.
- Visiting other areas of the college to know how each office works. Observation of other staff responsibilities etc. Would help with campus unity.
- Faculty parking at ITC and anywhere else
- No required “on campus” hour designations by faculty—mine are different every week.
- Faculty parking at ITC.
- We needed to have faculty and staff serve on screening committees that they know something about. It takes too long to set up a screening committee.
- Maps of all campuses to new employees
- Faculty parking

- Photocopy machines working
- Clocks working
- Make a promotional brochure for students for the HIMS program—the pink, yellow, and purple ones!
- Coordinate the clocks
- Security more visible at night
- Cappuccino machine in FOC 16
- Would like the college to be more aware of the problems that a person with handicaps has
- Electronic imaging disciplines to work as interns or portfolio experience
- Clean restrooms at EVC to begin the day
- Make the Intermediate Math classes have a cap of 24 students!! (not 30) 30 are TOOOOOO...many for student success!!
- Create designated faculty parking spaces close to building
- Make all clocks the same
- Keep parking at South campus convenient
- Put technology facilities in all classrooms
- Yes, clocks should be put in order.
- Remember to smile—no matter what all day
- Cut down on emails—I came back after 1 ½ weeks to 52 new messages—way too many
- Decide as soon as possible about the re-organization and positions/salaries. Get final information to employees—not rumors. ASAP.
- Hire more employees in the Financial Aid department as permanent full-time employees
- Eliminate use of different passwords for all programs
- Different and higher-quality food services providers at South Omaha campus
- Clean up FOC 10 ladies' and men's restrooms
- Be supportive; give some recognition for superior/above average teaching and increase pay
- Timely payments (and contracts if needed) on my work, especially on extra projects
- Synchronize clocks
- More storage space for small office cubicle
- Atomic clocks all read same time in all classrooms and offices
- All clocks on the same time—really!
- Better availability of ways to dispose of “protected data,” such as class lists, etc. We had a “secure” cleanup this past spring, but it was too short and came off the wrong time (when grades are due)
- Have lab areas cleaned daily
- Allow empty rooms to meet with students
- Not have junk emails
- Distribute WebCT usernames and passwords to students via student email.
- Replace on-campus orientation for online courses with online equivalent
- On the first day of classes, make sure that every student has a seat and writing surface when they come to class (overloaded classrooms do not promote retention)
- Office space to meet with students
- Online orientation available online
- Metro accelerating programs as Bellevue/class and program
- Accelerated programs, more flexible industry degrees/weekend format (audit online classes)
- All classrooms technology classrooms
- Under-prepared students more than just prerequisites—not advised to take but still do
- Assigning advising for certain program areas and specialized advisors for specific areas
- Blended and WebCT—build on WebCT so better use of class time

- Educate incoming students, specifically recent high school graduates, about appropriate behavior in a college classroom. Even though policies are stated in syllabus, they need to hear it from staff/administration. This is a growing problem. Do not like to use administrative withdrawal option.
- New chair and install keyboard tray in office desk.
- Do not tell students that faculty will be available when they will not.
- Schedule meetings with faculty and dean on a regular basis.
- Listen before making decisions. Communicate decisions appropriately.
- More time off.
- Develop trust and communication
- A staff support person available to cover office when staff are out. Temps don't help and the staff member comes back swamped.
- Hold people accountable for action or inaction.
- Leaders need to be fair, firm and aware.
- Leaders should base decisions upon first-hand observation and less on hear-say.
- Start using student email as a mode of communication
- In Educational Services, group like-type programs (i.e., ELEC with INFO)
- Group like program areas in new re-org so they are better working groups
- Mail delivery to FOC 6
- Better signage during registration
- Faculty parking closer to teaching building
- Keep \_\_\_\_\_ “actively” involved in the education process. They need fewer administrative meetings and more time to assist faculty and students
- Many areas (labs/offices) are cluttered and can be cleared out
- Faculty parking spaces
- Allow more grading time (3 days) at the end of quarters
- Pass information on down the chain
- Need staff meetings
- More staff development at EVC
- Better communication with employees
- Need meetings within each program area
- Regarding WDI and Con-Ed, help remove the unknowns, by becoming engaged in the – reorganization plans, or implementation plans thereof.
- Have computers in commons areas for student to check/send email (not for surfing)
- Better communications between students and staff
- South Campus commons—Friday night—free coffee
- Rest area: when sick
- Continue Career Center (FOC) and its involvement in the MCC community.
- An increase in salary wouldn't hurt.
- Clean the bathrooms and keep them clean.
- Clean and organize the front counter areas in Student Services.
- Make it easier to find information on the web for the community.
- Vacuum my office out daily
- Increase hours that our campuses are open so I would have more times to work in my office and in the library, particularly evenings
- Better communications and understanding between students and staff
- Job security and a caring supervisor
- More paper towels and hand soap available in science labs
- Increase staff allowing more time to be proactive.
- Provide more time to communicate via e-mail, information setting, and researching for tools to enhance my working/family environment

- Constant food service at Elkhorn
- Yesterday's President address on the web
- Monthly or weekly updates from President on web
- Bistro signage—see \_\_\_\_\_
- More human interaction! (too much phone, email, not enough staff-to-staff interaction)
- Larger building signs at Fort Campus
- Locating all faculty within the same program/department in the same office location on each campus to allow collaboration
- Settle contracts before the academic year begins
- Toilet seat covers in the ladies' rooms along with those paper towels!
- Signs on restrooms that indicate cell phones are not allowed—I consider it an invasion of my privacy.
- More art on campus
- Make the \_\_\_\_\_ department much more responsive (it took over a week to replace a battery in a toilet so it could work)
- More storage in office
- A place for faculty at EVC 332 to eat/gather/discuss together
- Need unfilled positions filled
- More toilet paper
- More office space—I work in a teeny closet!
- Please ask supervisors of employees who have been transferred to new departments. to be flexible and considerate with the moves
- Remove one way road at SOC (make it two-way)
- A secretary who will actually do work such as “typing,” etc.
- A more efficient hiring process that reflects professionalism with practicality
- Upgrade the diesel labs lighting.
- Paint the diesel lab area
- Have the *World Herald* write positive stories about the successes of MCC's students
- Review of room usage to increase enrollment for Winter, including overlapping classes
- Add color to the educational facilities. Let's add another shade of paint for the walls.
- Have classes end a couple of minutes *before* the next one begins when scheduling rooms
- Implement college-wide recycling program
- Offer a 4 10-hour day schedule for departments that would not suffer for it—to conserve energy
- Better quality maps on paper so I can take it with me with directions to all campuses
- As new faculty—one day at the start of our first quarter to cover all “practical” things. The New Faculty Institute is great, but some of the items covered we need to know now!
- More storage
- More room to store stuff.
- Franklin Planners
- Build a gym and provide access to physical fitness for the staff, faculty, administration, and students
- I would like a computer monitor in my office that is not defective
- We need call waiting so I know when a 2<sup>nd</sup> call is coming in—I think the new phone system will have this?
- Allow telecommuting a couple days/week.
- Allow us to paint walls a color other than white.
- Name tags for all employees.
- MCC shifts, professional portfolios, etc. at bookstores. (We could issue “Metro Money” as rewards for good work that employees could use to purchase MCC items.)

- Clear communication to all staff via e-mail on recent reorganization and reporting structure. There are many questions of people outside of those that were immediately affected. This would decrease speculations and increase trust in the new process.
- Stop new enrollment on first day of classes—allow drop/adds only. New students—hard on them and staff when try to do everything late and in a hurry.
- Accountability for all staff people.
- It would be nice if the administration would ask us how a change would affect our department prior to the change. Even if the change is protested by the department, we would at least feel as though we've been heard, even if the change is implemented anyways.
- Provide materials needed for outreach/recruitment activities.
- Provide more storage space (file cabinets)
- Having time to meet with others who work the same position at another campus to network, grow, and maintain relationships.
- A quicker way to inform students and employees of upcoming events and things going on at the college.
- To be able to be 100% stabilized and indulge in educational activities of my choice.
- Increased use of phone menus to meet student and customer requirements without increasing the workload on Student Services staff
- Give Central Registration staff (or others who routinely answer phone and take student names) quick orientation on how to appropriately respond to a name that is unfamiliar. Bad responses include: "Where did you get that name?" Laughing or giggling. "I could NEVER say that." "What kind of a name is that?"
- Classroom technology—wonderful technology
- Improve phone system
- Establish an instant access info system that any staff member can access on their computer that answers students questions—phone in and walk in
- Assistance when away from office to keep up with the work load.
- Stability of faculty assignments in nursing program. Hire more adjuncts!
- Need better office arrangements to improve efficiency
- \$\$ compensation or release time for mentoring activities for full-time faculty to interact with part-timers
- Make the evaluations available for students and employees online at all times
- Time off with pay to do update training to keep up with technology
- Consistent telephone system at all college locations
- Make DED work "consistently"
- Purchasing inexpensive, under \$100, computer accessories: mice, keyboards, CD drive
- Allow time for full-time faculty, for program duties, program expansion, working with adjuncts, class scheduling
- Move (old) storage items out of my space
- Make purchasing of equipment easier. Let us use EBay, etc.
- I would like to know what my job will be—where will I be and what will I be doing?
- Allocate more money for program specific advertising now!
- Customer service skills training across Metro Community College.
- Release time to faculty for special projects (create a system that returns to this process)
- Create online faculty/staff photo direction
- Better hiring process!
- Automatic salary increases with increase in job responsibilities (supervisory)
- It would have been nice to find a way to close the college so that everyone could attend.
- Have a day for the students to meet our President Dr. McDowell.
- Set a date by which all students must register, access grades, etc. through WebAdvisor

- Comfortable place to eat your lunch. Nice chairs , a phone (non-long distance), TV at each campus
- Schedule meetings that require others to travel at either 8 a.m. or 4 p.m. —never between 9:30 a to 2 p.m.!
- Consider student services busiest times when scheduling adjunct faculty events
- Better treatment to part-time faculty
- Pay increase “mo’ money” “mo’ money”
- Pay increase, more over time
- Help
- Take a good look at the EEOC because we’re not all being treated fairly
- BE like Google and have a fun time, a couple hours, a couple times a week (i.e., play video games, volleyball, etc.)
- Better parking for FOC 2—too many people in building for parking spaces provided
- Have a relaxation station with recliners, headphones, a place to go on 15 minute breaks and a quiet place or room with soft music
- A 15-minute executive massage for all staff and faculty once a week. Great stress reducer.
- Monthly or bimonthly focus on a single department—who they are what they do. Get to know one another. Could be *Inside Story* or faculty staff, home page or both.
- Include a staff/faculty spotlight in *Inside Story* to acquaint staff and faculty to one another. Perhaps this would expose hidden talents and interests.
- No cigarette butts on the campus grounds! Especially outside entry ways.
- Non-smoking campus
- Tell us when we are changing/moving due to reorganization!
- Making hiring process fair and equitable for all
- Open back gate at FOC longer hours
- Flexible hours year round
- Better lunch choices at South campus
- Hire more full-time employees and do some training
- Hire more office help and/or full-time instructors
- A more comfortable desk
- Faculty restrooms
- Allow time for update training
- More storage space
- Have a smoking area that is insulated (walls) in a certain spot (Buildings) on campus that is not a heavy traffic zone
- Buy Charmin toilet paper for the restrooms
- One week before classes start, send out a card to students reminding them of the start date of the quarter along with their schedule
- Schedule staff development within the quarter to relieve stress of attending sessions while campuses are very busy
- Carpet at my desk! And install time clocks!
- Should get paid every two weeks not 15<sup>th</sup> and 30<sup>th</sup>
- Decrease staff development hours to 12 total!!
- Stop forcing me to attend these functions.
- Reduce staff development—six hours is enough
- Make MCC a non-smoking/smoke-free institution
- Make MCC total smoke free
- Food vendors on Fridays and “no class” days at South Campus
- Change the description for INFO 1013 Skill building so that it reads that students need to know how to type NOT to build skill.

- Don't schedule meetings (all staff) during peak times (i.e., just before the beginning of the quarter if meetings before the quarter when offices are closed results in numerous angry and upset students)
- Need to get general comprehensive survey out to students, staff, and faculty
- Food for students/instructors available every day at EVC
- I need a supervisor/administrator who understands my work....maybe not a quick fix
- More time between quarter to finish and get ready for classes
- Improve air quality in buildings
- Equalize faculty ECH to an even number. 16.5 cannot be reached by any "current" means, which cause faculty to be in a constant state of overage or underage of required hours and puts additional burdens on coordinators to adjust schedules at the last possible minute, adding additional confusion to the scheduling process.
- A central number for students to call to find out whether the campus is close—Student Services gets flooded with calls!
- Photo I.D.'s
- Summer hours year-round
- Electronic timekeeping system
- Hand sanitizers in classrooms and offices
- Electronic time keeping
- Electronic time cards
- Better access to student records
- Hand sanitation pump in the classroom, especially, computer labs
- Automated office directory for Central Records: (1) transcripts, (2) evaluation/graduation, (3) verifications
- Reduce the length and time of the hiring process
- Please use the "all staff" email to update us regarding changes that affect the students. For example, when you changed the Metro homepage. I wouldn't like to find out by a student calling. Just update us regarding important news.
- Reduce hiring time
- Give me a raise
- Raise my wages
- I want to see recycling bins in all classrooms and in all vending areas, etc. and I want to see them collected and the cans/glass/paper actually recycled.
- Persons to be treated equally and have to follow established guidelines
- Continue the shortened Fridays through the school year! And like so many in the corporate world—full-time hours 35 hours per week
- Provide Lysol spray in building restrooms.
- Offer on-campus wellness activities on a frequent basis at places other than FOC
- Additional storage space for department material/equipment
- Clean restrooms and break rooms on a daily basis—Fort Omaha. Food crumbs are on tables and floor for days in a row.
- Giving paid vacation even if you can't use it.
- Provide a way to use a credit card in the cafeteria.
- Please find more time to allow faculty to prepare for classes at the start of fall quarter.
- Straighten out multiple accounts and gets passwords and email straight to work right—no confusion or distortions.
- Make the \_\_\_\_\_ Director stop doing everyone else's work and just do his own work.
- Two-way traffic on old "Babe" Gomez Avenue
- Cleaner men's restrooms (clean more frequently-multiple times each day)
- Have enough qualified help for the office
- Nicer chair in the DL room
- Separate staff and student parking

- A part-time temporary employee to help me catch up on all my “additional duties as assigned.”
- They could offer some type of cafeteria service during breaks.
- Develop a marketing strategy that extends beyond our four-county service area.
- Enforce the NO SMOKING policy in front of Building 10. Our grounds folks work so hard to keep us looking beautiful—it’s awful to see the irresponsible messy smokers litter the front the front of our building with butts...as they smoke...right in front of the sign that says no smoking.