Sheet #	Comments - Improve Morale
1	Four day instructional leave with an all college free day for meetings, etc.
1	Trust faculty more
1	Take same survey at the end of this year
1	Easier quicker process for communication
1	Adjunct faculty focus: communication, trust, ie. keys
1	Departmental collegiality: people feel who is important, more important
1	How does the dept. see us?: department loss makes some feel that their dept. is worth less?
1	Admin. not knowing what dept. does.
1	More acknowledgement of a culture of: mutual respect/accomplishment (on a regular basis), who are new people, list of accomplishments
1	Opportunities for a shared community space
1	Flex day events calendar rather than just one day.
1	Make shared spaces (division office)
2	Communication
2	Fairness
2	Interpersonal communication vs. electronic
2	Standardized protocol
2	No surprises
2	Start with Division: feel good about where you work, classrooms, physical plant (facilities, trees, walkways), talk with experts in field for input before project begins.
2	Cheers bar on campus: sponsor a luncheon
3	Having some goal but being able to accomplish it together. Being able to connect outside of a business or faculty meeting.
3	Campus wide Christmas Party
3	Dept. 3 min at beginning of staff meeting, learning about one staff member
3	Admin/Division/Dept.: Establish a break room for the faculty away from the work areas. Also important for the students to have a breakroom. This is the #1 complaint given to our dept.
3	Dept. Work more as a team member, not a back biter within your dept. Open honest communication, "agree to disagree"
3	Faculty and staff sports teams/comp.
4	More faculty parking
4	More college gatherings, social events
4	More praise, less punitive Positivity!!!
4	Provide with pet (therapy)/have wandering pet therapists (perhaps rotating through divisions) to reduce stress
4	hold random/periodic drawings (adding fun element): maybe for FCC items (ex. T-shirt, mug, etc.) that all staff can enter/be automatically entered
4	Floating (wandering) musical entertainment (it's nice when FCC's had musicians at the fountain)
4	Make it easy to buy tickets to FCC events from a central spot (ex. Can buy football tickets, etc. at student activities) on campus: make it easier to find out ticket costs online
4	More celebrations (acknowledging accomplishments)
4	Faculty and staff voluntarily commit to attend 1 extra curricular event per month (play, concert, athletic event)
4	Dept. of the month "award" (or highlight)
4	More follow-up on decisions (i.e.. Action plan). What came of our charrette discussion? What will come of today's discussion ideas?

Sheet #	**Comments - Improve Morale**
4	Monthly dance (talks, events)
4	T-shirts for all
5	Continuity in leadership
5	Let people be themselves - do not attempt to enforce conformity
5	Assure that collegiality is a priority
5	Avoid a mandate for data driven as opposed to effective results
5	Show that individual opinions matter and that the institution cares about those feelings
5	Employee interaction outside official duties
5	Arrange for direct contact between faculty and top administrators (atmosphere for open discussion)
5	Facilitate common discussion of campus crisis events
6	Recognize new employees on campus
6	Provide more engaging social activities on campus
6	See blue sheet, once those items are improved, then the morale will be improved as well
7	Campus beautification (clean concrete)
7	Campus dining or other opportunities for social interaction (on or off campus)
8	Free parking for faculty and staff (why do I have to pay to park where I work?)
8	Include adjuncts in training, meetings, and other initiatives
8	More recognition and thank you's for projects, committee work, and doing a good job.
8	Recognition for new hires, tenure, etc. - a celebratory atmosphere
8	President's weekly newsletter w/recognition included
8	Regular, on-going Town Hall meetings; Pizza with the President
8	Have a block of time (Friday afternoons) for training/professional development, meetings, etc. No classes scheduled during this time.
8	More student -friendly campus: searing areas for students (comfortable!), more eating options; update/modernize this cafeteria.
8	Have a friendly competition between divisions to have the largest # of faculty/staff attend sporting events, concerts, theatre productions. (Have a RAM trophy that depts. will compete to keep)
8	Have the coaches/athletic staff lead a faculty/staff "pep rally" at the beginning of each semester with motivational speeches
9	Organize a social event conducted by the president of the college (October)
9	Highlight what the departments and divisions are doing through electronic communication and celebrate achievements
9	Have divisions present their achievements to the rest of the college during a social meeting
10	Do what we've listed on the communication & collegiality (blue paper) list
10	Administration: Stop making changes to facilities without talking to affected faculty
10	We need better sound systems for cafeteria and podium in OAB auditorium. Both venues make participation difficult because we can't hear clearly.
11	Happy Hour
11	Classified
11	Talk to employees - transparency
11	Staffing - overworked

Sheet #	Comments - Improve Morale
11	Friendly-collegial
11	Open door policy
12	Lack of involvement in decisions affect morale
12	Mentality of "servanthood" should be emphasized-we are here for the students
12	Provide more opportunities for different disciplines to mix, and get to know each other better
13	Increase staff parking
13	Eliminate the majority (all) of assigned parking spaces (check with Reedley)
13	Create an all activity pass
13	Promote the all sports/all activities passes to all staff
13	Drawing at Friday Staff Lunches
14	Clear policies and procedures for accomplishing tasks that are document and followed by faculty, staff, administrators
14	More stability in the administration (less interim)
14	Consider 4 day teaching schedule campus wide with training and committee meetings on Fridays
15	Add Starbuck's on campus
15	Limit enrollment to 25 students for all Language Arts and Math classes
15	Limit number of committees required for all faculty
15	Make our semester 16 weeks instead of 18 weeks
15	Eliminate "Extreme" registration
15	Add more funds for outside guest presentations
15	Build more parking lots for staff
15	1 free hour for faculty pedagogy discussion
16	Food truck Fridays
16	Minimize communication time lag/last minute administrative directives
16	Campus farmers market - community
16	We love our jobs
16	More campus sponsored community events/partnerships. - luncheons-entertainment-cleanups/volunteer work
16	Overall - faculty moral is good - what about the staff? We have it good = good work schedules, plenty of vacation, benefits… staff does not have all of these things
16	Choose a charity to support for the semester/year - foundation match. BBQ to promote
16	Positive reinforcement at random on campus to reward positive behavior/acts.
16	Healthy food provided by cafeteria/café/food cart
17	More community (FCC) events (voluntary)
17	More KUDOS (i.e. awards this morning)
17	Newsletters - what people are doing/accomplishing (online-intranet) spotlight people
17	Program to create spotlighting of programs/individuals
17	Work with Rampage to have spotlights (i.e. "meet the" counselors/faculty/staff/admin
17	Communication

Sheet #	Comments - Improve Morale
17	Taco Tuesday! Just call Juan Bravo, he has a taco truck "Bravo Bites"
17	All college hour. Give us at least one hour free for scheduled trainings or events
17	Division quiz
18	More release time/increase load reduction for leadership-exp. For being department chair
18	More parking. It's our first exposure/impression with the campus when we arrive to work; trouble finding a place sets a poor tone for the day
19	Advertising to compete with other for profit colleges
19	Slogan we all can get behind
19	Not having "everything" every request tied to program review
20	Improve communication and collegiality
20	Have a better understanding of other programs, more sharing of achievements on campus, so we can speak intelligently of other areas
21	Staff parking is dominated by quasi administrators, to many reserved spots. (fewer reserved spots)
21	Clean facilities: offices, classrooms, stair wells
21	Kudos for the staff recognition slide show today
21	Casual community events (baseball - more staff/faculty at our own sporting events)
22	Include more outside food vendors on campus - restaurants "healthy" (Taco Truck, Dusty Buns)
22	Increase parking
22	Free parking for faculty and staff
22	Internet connectivity "not good"
22	Increase overall safety and security for students and staff
22	Free staff lunch mixer once a month
22	Shorter staff email address
22	More free FCC T-shirts for staff
22	Retirement incentives
22	Staff lounge
23	Fun stuff! Flex day field trips
23	Division beginning of the year party
23	Party planner for divisions
23	Sunshine Club - collect money for special occasions, bereavement, births, etc., and send out information of a personal nature
23	Pot lucks
23	Morning walks
23	Birthday celebrations - everyone whose birthday is in the month chip into buy a cake once a month
23	Committee Chairs - ice breaker to start year
23	Pet club - talk about your pets
23	Name badges - name tags in committee meetings
23	Field trips - Carmel, San Francisco, Napa, The Garment District -LA, Yosemite, museums-The Getty, LA County
23	Arrange board games nights Bingo Intramural sports teams to compete I.e. softball, volleyball, tennis etc.
24	Cross division mixers (Friday lunch)

Sheet #	Comments - Improve Morale
24	Plan. Last minute, unplanned work typically overburdens classified employees
24	Staff spirit items (polo's, t's, bags, pins)
24	Strive to use "we" statements … it's the colleges work
24	Planned, scheduled "down time" for ALL staff to rejuvenate
24	Stop giving unrealistic deadlines
24	Train executive management to be better leaders
25	Improved custodial service, classrooms in Art Building are routinely dirty and smelly
25	allow us to utilize the professor designation like other community colleges in the state instead of instructor. Small change that would make us feel good.
25	Nicer faculty/staff dining room
25	Support your faculty; go see games, theatre events, music concerts, art exhibits! Send students as well!
26	Share what's being done when complaints or suggestions have been made &/or communicated thru surveys & administrative evaluations
26	When student has a uniform stolen/lost they have to pay business office and the PE dept. doesn't get the money to replace the uniform
26	"They" open PE mail and take fund raising money out of "personally" addressed mail - so quit opening mail
26	Modernize cafeteria - & staff dining room, like Starbucks - it's not inviting. To improve collegial interchange
26	Need more plugs in cafeteria - students study in cafeteria. Even faculty need more plugs
26	Student union on both sides of the track!
26	Improve food options and access. Healthier and varied options
26	RAM coffee shops - multiple kiosks all over campus
26	More online discount "Morale" shop for faculty to buy FCC logo clothes and items
27	Don't ignore our feedback
27	Social gathering
27	Faculty mixers either put on by college or facilitated by college. Could be one large gathering or a bunch of small gatherings. Include food and /or alcohol. (this is a practical suggestion - involvement increases when food and alcohol are provided.
27	Actually listen to your committees. It is quite frustrating to give ideas/feed back and nothing is implements = who wants to help anymore after that
27	TSS work to empower faculty, not control them. For example, allow admin rights on faculty computers, POP3 access to email, so we can use other services w/larger inbox limits etc.
28	Staff and Faculty Olympics - fun day
28	Family Feud
28	Little known perks- faculty/staff use of gym
28	Prof development sharing
29	Recognition for excellence - on a small scale
29	Administrators to serve faculty/staff at a large campus event like a BBQ
29	Have a moral office - omnibus person
29	More training opportunities for all personnel
30	Make sure we actually see some of the ideas become reality, so our feedback is meaningful

Sheet #	Comments - Improve Morale
30	Events for adjunct faculty to help answer questions/provide guidance
30	A reminder/training to remain friendly and provide good customer service to our students
30	No more reserved parking for admin.
30	Ask faculty for feedback/impact before actions are made
30	Bring back mentorship program for new faculty and adjunct faculty
30	Streamline paperwork to make the process clearer
30	Hire more staff in divisions/departments
30	Use technology to eliminate "busy work" (student evaluations can be done online/digital)
30	More printers; access to color copies
30	A culture of helpfulness rather than being defensive
30	"Dead days" for grading during finals week
31	Celebration of accomplishments within divisions
31	Celebrate birthdays for the June, July & August staff
31	Monthly rewards for extra-ordinary staff
31	Donate into a Sunshine Club for celebrations and rewards
31	Wear your RED with pride on Fridays
31	Go into sporting events as groups
31	Always talk positive about other departments
31	Go with the other division to a wine country tour
31	Each division rotates an open house
31	Upgrade cafeteria and extend use of space by the walls so that students have access to outlets
32	Employee activities, perhaps a field trip (yearly, biannually) or an engagement activity. This latter could have double-benefit of raising morale and giving instructors examples of engagement activities.
32	"Hidden Treasures" tour or scavenger hunt, common problem solving activities - this could be rolled into a "retreat" - a formative event near beginning of year. This could be held on campus to reduce costs - it is the engagement that is most important.
33	Timely notice of events affects morale because if we knew about events earlier - we could have attended
33	Funding for "dept. retreats" or attendance as a dept. for conferences
33	Limiting number of faculty that can attend an event, conferences, trainings. This affects morale.
33	Send info to adjuncts; hold workshops during times that adjuncts could attend
33	Adjuncts should be paid 1 hr. per week for office hours. All students should have access to their adjunct instructors.
33	Adjuncts should have access for "office space", or "virtual 1 hr." (with pay)
33	"After hr." holiday social events, campus-wide
33	To add to the music department suggestion - perhaps integrate goals. Have events shared by departments
34	Clean, high quality food on campus
35	Faculty input at break-out sessions/charrettes. Should be statistically or otherwise analyzed and faculty should be informed if and how input is implemented. Faculty should be confident that voice is heard.
35	Conduct another survey to find out why morale is low

Sheet #	Comments - Improve Morale
35	Administration makes continuous education for faculty, educational field trips SO DIFFICULT that for some, apathy and resignation may result - so much for continuing Ed and morale
36	Admin listens to faculty suggestions
36	Treat faculty like associates - as professionals
36	Trust us to do our jobs
36	Create a directory of pictures of everyone - I don't remember peoples names from other divisions - I would be more likely to talk to someone if I knew their name and could look it up on a pictorial directory
36	Improving internal customer service - Instructors who are trying to put on events need cooperation of everyone along the way. This has been an issue with multiple instructors, not just a few. The process should not be difficult. Getting feedback quickly about rooms, resources etc. is really key.
37	Social Events e..g open BBQ-Reedly Pres.
37	Trick or Treat on campus
37	Tacos Tuesday
37	Basketball coach face-to-face communicaiotn, reliance on email
37	Adjuncts - terms & conditions

Sheet #	Comments - Improve Communication/Collegiality
AA1	So often too many last minute due date. Need to give more days allowed for submission.
AA1	Signatures procedure takes too long to complete. Suggest to have e-signature.
AA1	We should have open house for each program or department
AA1	Better follow-through with projects
AA1	The website needs to be more user friendly
AA1	Information on website needs to be updated.
AA1	Better campus promotion of classes to the community.
AA2	Saying hi to people
AA2	Know peoples names - wear our name badges
AA2	Don't engage in drama -
AA2	Code of professional ethics for committees, department and division
AA2	Ownership of campus - beautification; pick up trash (this is everyone's job)
AA2	Institution wide impacts
AA2	More flex days - some designated for team building (work into contract)
AA2	Pizza w/the President, VPs or ice cream or coffee
AA2	Faculty need the ability to do a "mail all" at least the department chairs, coordinators, and directors and above
AA2	Make the website more user friendly - it's difficult to find info - too many layers
AA2	Honor innovation and new ideas and encourage
AA2	Have at least one or two hours a week with no teaching in order to have all campus meetings. Then consider M/W & T/TH with Fridays for meetings and professional development
AA3	Frequent and regular breakout sessions regarding campus issues
AA3	Increased social gatherings
AA4	Find out first names from people around you
AA4	Have an adequate place to conduct uninterrupted communication
AA4	Include adjuncts in all faculty meetings with FT
AA4	Compensate adjunct participation in campus participation (non-instructional)
AA4	In every meeting at beginning of semester keep posting pictures, names, and department
AA4	Include a picture to the contact information that would show in emails to identify the name to the face.
AA4	Organize other meeting in the semester to foster collegiality in the form of work/lunch to share work accomplished by divisions/departments.
AA4	Bring back great teacher seminar in Bass lake or something similar
AA5	Reinstate mentor program for new faculty
AA5	1 hour per week dedicated to collegiality and professional development (no classes allowed during that 1 hour) OR M/W and T/TH classes. All campus meetings/committees/staff development on Fridays so we all can participate)
AA5	All faculty are given agendas and minutes of Dean's Council Meetings - we never get this information
AA5	Collegiality: Offer stipends so that faculty can observe other faculty teaching - share ideas and see what works in the classroom. As faculty we all have successful strategies - let us share these! (Professional development)
AA5	Communication: Replace the useless (and frustrating) automated answering system at FCC (the system that answers when the school operator is not on duty)
AA5	Share campus deadlines in a timely manner! This is a CONSTANT issue!!!
AA5	Improve lines of communication. Equipment was purchased and delivered without faculty input. "One size" may not fit all.
AA6	When there is a collegial disagreement people should not take it personal. Comm. Should include dialogue to express their concerns. Avoid ad hominins in comm. What best way to communicate for the best interest of the student. There has to be some type of process to resolve the conflicts. Common sense of purposes look over their own agenda to get to the common purpose.
AA6	Purpose/goals => project (com. Service) -> like today & -> we're in this together
AA6	Agree to disagree
AA6	Ad hominins

Sheet #	Comments - Improve Communication/Collegiality
AA6	Chairs
AA6	Respect -> go out of your way to get to know each other
AA6	Respect -> celebrate acc
AA6	Respect -> flowing from the top (administrators)
AA6	Website
AA6	Chairs - ad hominins - goals kept in mind -> service proj.
AA7	Poor communication with deadlines/sharing info. Vertical communication problem.
AA7	Decisions are made without input from staff that it will effect. (Ex. Transportation and parking north of the gym)
AA7	Before sending an e-mail, try and call the person. Get rid of caller ID.
AA7	Less technology, more face to face … How else to you develop relationships?
AA7	Periodic social gatherings. Have to be genuine gatherings.
AA8	Handbooks for procedures and policies (purchasing, promotions, grants, etc.) in 1 searchable location
AA8	2 or 3 times per semester flex-like activities to bring all faculty together for training
AA8	Improve marketing of campus events to campus community and general community. Use of students/student work to generate interest in campus events
AA9	More timely announcements of college activities
AA9	Better information on website calendar
AA10	Must have faculty on all of the committees that make the decisions that affects classroom strategies
AA10	Must have FULL-TIME ASL interpreter for deaf faculty
AA10	More transparency about projected changes.
AA10	Must have regular update of FCC websites
AA10	Postpone enrolled classes until after the first week of school to give instructors time to recruit more students
AA11	Open city café at night
AA11	Intra/inter division team building activities
AA11	Training on communication/collegiality, effective communication
AA11	Minimize time log/last minute administrative directives
AA11	Campus farmers market = community
AA11	Campus put up on Next-door App or the equivalent
AA11	Campus activities/communication app
AA11	Positive reinforcement - at random on campus to award positive behavior acts
AA11	Students are producing weekly videos - how about the other groups
AA12	Mentoring program for new faculty
AA12	More use of Blackboard by departments and divisions for updates and notes and new directions and programs
AA12	Develop an interactive wiki or forum so departments or divisions can post info.
AA12	Have all departments post their meeting notes in a format that all others can see and access.
AA12	Contact list for go to people for all types of problems to be maintained by public information office
AA12	Make the counseling liaisons more visible to all divisions and have the liaisons share department information with
AA12	Community service or community events on campus - block party or mixer or field trips
AA12	Online newsletter showcasing FCC employer accomplishments and activities
AA12	Let us know about new positions or programs like the Dream Center. We don't know about all of them and can't share with students if we don't know
AA13	Decrease tension between classified and instructional sides of the campus; each side may think the other side doesn't deserve what they get for their jobs (each side may be judgmental about the other side); each side needs to "walk in the shoes of the other side."
AA13	There's a sense that many on campus don't understand how to be collegial (separating personal issues from professional issues, etc.) Training or instruction will help in this regard.
AA13	FCC website could be much more navigable

Sheet #	Comments - Improve Communication/Collegiality
AA13	As the communication faculty to run soft-skill training, conflict resolution, and/or civility workshops for staff or administrators, or faculty, etc. Offer flex credit or a stipend for those who attend.
AA14	Comm … (?) to reply to administrative email questions faculty to administration: 1) Don't lose inquiries, 2) Job announcements place them in one email not 20.
AA14	Improved website for each division. 1) One that is easy to use, 2) HS friendly for students, 3) push the pos…(?) we offer, and (4) student success stories on video per division
AA14	Spend more time on what we "can" do and con…(?) on we "can't"
AA15	Someone in marketing specific with a marketing and/or marketing experience to promote our program
AA15	Thorough Academic Senate report at all faculty meetings
AA15	When you have a problem finding something, like a form for example, there is a person or a way to report that, that is reviewed by the President so that it can be addressed. Often the info on form just can't be found.
AA15	Verbal communication needs to be substantiated
AA15	Policies given at district level need to be written down and communicated. Ex. Travel out of state. Using travel companies with x amount of insurance. Having to produce receipts for meal reimbursement.
AA15	Have an intuitive web site for procedural things (EX. Travel and conference)
AA15	Have an intuitive web site for community to be able to find events on campus
AA15	Have a way to communicate with the web master
AA15	Portal - Perhaps a tool for our department to use to get info to students and potential students
AA15	As a new faculty I was trained how to handle a shooter/gun man, but I wasn't trained how to do things like how to write an action plan how to get a requisition or PO done.
AA16	Mentoring program for new faculty - one on one with experienced faculty
AA16	Real staff dining room would improve collegiality
AA16	Ask faculty for wording in Web Advisor for classes - (online vs hybrid). And, other issues that affect classes.
AA16	Get rid of the robot receptionist at the switchboard.
AA17	Include the administration in all program success
AA17	Increase training opportunities
AA17	Opportunity to close department for department meetings
AA17	Update and organize FCC website
AA17	Improve website portal for faculty
AA17	Oxygen lab
AA18	Brown bag lunch w/each other across departments (faculty/dean/staff)
AA18	Trust building exercises. Pure fun!
AA18	Institute days for faculty to connect without students throughout the semester (mandatory)
AA18	Open room during lunch time for faculty to hang out
AA18	Outdoor food service & coffee - extend hours and location.
AA18	Assign to 5 to 6 faculty to meet to connect, support, chat (get to know others)
AA18	Policies need to be written down and in one place so we can find them.
AA18	Faculty book clubs across disciplines "Big Read" join in
AA18	Need to create a calendar for all committees on campus to be better informed.
AA18	Job descriptions of classified staff are not clear to all "it's not my job"
AA18	Faculty newsletter to share stories on a monthly basis or so. To get to know others and their likes.
1	A complied list of login info for blackboard, CurricUNET, Webadvisor, etc.
1	One-to-one mentoring for new hires
1	Drop-box of info
1	Teaching and learning center for centralized information

Sheet #	Comments - Improve Communication/Collegiality
1	Website is very difficult to search
1	Program review should feel less adversarial
1	Improve timing and turn-around time on promotional materials and announcements
2	Respect for differences of opinions
2	When people have ideas, communication needs to be kept professional. Comments should be able to be made without retaliation
2	Get together on non-professional activities as well as professional
2	Team building activities
2	Build trust and learn to communicate better
3	We need a real person on the phone when people call the college - especially when new people need info.
3	Web site needs to be more user-friendly
3	Better acoustics in OAB & Cafeteria - hard to hear
3	Communicate about status of facilities: inquire of faculty before and have options for alternate rooms, fields, etc. Central scheduling & align maintenance with class schedules.
3	Remember " the other side of the tracks " the APA is left out a lot
3	One-to-one meetings with faculty and dean (at least each semesters) (i.e. if grass is getting put in let coaches know in advance); then communicate about what will can, can't , won't be done.
3	Improve communications & perception of community college to high school - that it is not a step down.
3	Student center - will not be student centered. Hang out place, a place to engage- technology friendly
3	Improve alumni base - call & email. We have more alumni than CSUF - we need to better access
3	Solar usage - saves money to improve other aspects of college life
3	Updated with most recent computers for faculty. We are so far behind what students are using.
3	More effective marketing of FCC programs.
3	Increased departmental transparency between administrator & faculty.
4	It would be great to have new faculty orientation 2 weeks before class begin (There were some great suggestions on how to improve syllabi) however our syllabi were due to duplicating a day before orientation.
4	Also it would have been great to have an IT workshop in an computer lab for the new faculty (to make sure we all can log in to Web advisor, Blackboard, email, etc.)
4	A report-back on this exercise at some point - perhaps spring convocation
4	Pay adjunct to attend at least 2 department meetings per semester
4	Increase size of email inbox
4	Less SCCCD/FCC email; Do one email per day with everything, or even per week.
4	Bridge the communication gap between administrators/managers and committees. Both groups are working forward a same goal but don't know about it - duplication.
4	Actually listen to your committees.
4	Don't do session in a very noisy area (like cafeteria because we can't hear each other; maybe smaller table too)
4	Please no more late communication
4	Too many committees yet not efficient work integration
4	All processes are too slow
4	Redo the committee 'flow chart' - they should all integrated
4	We should wear name tags on opening day and other activities/events
5	We need venues to communicate. Our webpages are outdated and should be updated "every semester"; This is a huge problem.
5	Make employees aware of their rights (rights of expression the ability to know how to respect other rights and opinion
5	We need to address negative situations with open format instead of accusatory
5	Be mindful how we address each other because it affects the outcome

Sheet #	Comments - Improve Communication/Collegiality
5	Share /celebrate each other / be aware of accomplishments
5	Everything is awesome
5	Have plug-in and charging stations for faculty, staff, and students to us
5	Send out weekly text messages to communicate weekly events (similar to emergency notification system)
6	Department meetings should be attended at least monthly or quarterly by division dean or V.P.
6	More opportunities for participation on committees for classified. Some people get to be on all the committees & gain exposure to meeting and working with other campus faculty /staff
6	More ad hoc groups should be set up to network, including faculty & classified, purposely connect - colleagues in conversation, topic based and interdepartmental.
6	Respect each other
6	Include faculty & staff in campus projects
6	We should all feel like part of the team
6	Have a company picnic on a Saturday
6	Some of the college traditions have slipped away that brought us together
6	Select a campus wide topic for each department to brain storm every2-4 weeks
7	Do a better job of filtering emails so there are fewer, more important ones in everyone's box
7	4 day class schedule, so Fridays can be free for meetings / collaboration with colleagues.
7	Everyone should have equal voice/ importance - Distribution of reps on committees, for example. Those reps should make sure they share info with everyone.
7	Use technology more efficiently to communicate / easily located information that's current
7	Course coordinators - someone in charge of each course in a program who will make sure adjuncts and full-time faculty are accessing course an time, etc. (stipend for this)
7	Adjuncts training and work space
7	More opportunities for communication (possibly social events) for faculty and counseling to talk to each other
8	More division updates
8	Communication with adjunct faculty
8	Formalized mentorship - demonstrate / role model professionalism
8	Meetings (paid) that connect adjunct & faculty (advertise, specialized training, etc.)
8	Newsletter - division / dean
8	Networking group
8	Posting division website - improve city @ large
8	Training for adjunct
9	Other campuses: "all colleges has" once a week faculty can schedule meetings. No classes taught
9	Continued use of email: city @ a glance
9	Timely release of information of campus events (sometime the notice is for next day)
9	Adjunct faculty should be invited to meetings
9	Adjuncts should be paid to attend convocation & flex day
10	Include a "mixer" activity as well as the beginning of semester activity. To promote moral & collegiality. On-going of once a semester (ok - I could volunteer to start up employee activities program - Deb Shelly)
10	For "bottom-up" communication (to admin.) : 1) Going through channels could get ideas & communication stuck if mid-level supervisor has to balance priorities
10	For "bottom-up" communication (to admin.) : 2) Flex day activity : make an interactive brochure to have "experts" from campus present information & directions for getting things done. This would ID those campus people that can help get this done or make connections. Passports, stamps, & prizes would really facilitate, intensify this behavior.
10	For "bottom-up" communication (to admin.) : 3) Have scheduled times with key administrators that faculty (employees) can use to express ideas directly to admin.

Sheet #	Comments - Improve Communication/Collegiality
10	For "bottom-up" communication (to admin.) : 4) Update website regularly
10	Student ambassadors could give tours for employees so 1) faculty learn about other campus areas 2) ambassadors learn about departments 3)ambassadors help with other campus activities. Infuse students info faculty activities: "Hidden treasures" tour (it is a must)
10	Provide a photo directory for staff & students and getting people to the right person for help
11	Webpage should have daily banner of current activities
11	User friendly staff lounge. Coffee machine / refrigerator
11	Pizza with the president or coffee with colleagues
11	Yoga for faculty & staff
11	Monthly feature on each department that is broadcast on webpage
11	Staff dining room needs microwave
11	Banner on webpage announcing what instructors are absent and where to find alternative assignment
12	Cross division (silo breakdown): learning communities; workshops; conferences; faculty learning communities
12	Informal avenue: brownbag lunches; exercise (administration)
12	Get campus wide announcements about events sent out sooner
13	More opportunities for faculty/staff/administrators to socially interacts in informal settings - suggestions: wine / meet and greet in OAB staff lounge (FYI: multiple effective ways to communicate other than email: face-to-face is very effective)
13	Overlapping and/or excessive (multiple) committees that could be combined would probably increase/improve communication
14	Statewide resource availability: we need some feedback when we've taken our precious time to complete forms. E.g. we recently did unit plans and have heard nothing. Administrators need to support faculty and trust that we know what we are doing with our students.
14	Hire full-time systems analysts & programs to create better systems. Working at FCC is like living in an old house. An house built in 1900 & continually added onto every year: There are wield passage ways you didn't even know existed. Sometimes you come across really wield wiring. Systems analysts & programmers could renovate: remodel our system instead of just continuing to purchase add-on 3rd party solutions which just cobble on new wires on top of old wires.
14	Also less shared governance; more autocracy.
14	More communication between faculty & how classes show up on web advisor for registration (CIT department had to cancel all 4 hybrid classes because students couldn't find classes; web advisor didn't show the classes actually met in a classroom
15	Revisit the communication plan that was formed in 2012
15	Faculty to be given mail-all for all events
15	Action plan needed? - Past of problem
15	Too time consuming: procedure/ system to get event approved (Streamline or make accessible to employees)
15	Include adjuncts in discussions to improve communication, procedures, and collegiality
15	Problem: hierarchy of importance attached to specific persons. EMLS: 1) job/needs low on the totem pole, 75 - 300 students; 2) not enough support to retain these students; 3) not enough understanding of the progression of classes to English-1A by institution
15	Create a culture to promote a culture of creativity and accomplishments for employees
15	Communicate from institution: who are the new employees? What are the resent accomplishments (over the year) (at convocation meeting & at department meeting)
15	Art, Photography, etc. in department office vs. nothing but rules on the wall
15	Flex day. Problem: not enough flexibility to share learning or learning styles with colleagues.
15	Events calendar for the college - choices to attend and collaborate with colleagues.
15	Promotes cross-disciplinary ideas, learning, knowledge should between colleagues.
16	Get to know one another
16	Activities in each division
16	Peeling away the layers of the onion
16	Participate on committees
16	Must come from the top down

Sheet #	Comments - Improve Communication/Collegiality
16	Extra curricular events (after work)
16	Fundraising events
17	Department: schedule when all faculty can conveniently meet and be to gather.
17	Division: each division take the initiative to invite another to share with their annual meeting (with disciplinary) to know & keep abreast of what each other does.
17	Mentoring - Be intentional not just assigned. Be objective, strutted leaders. Have a Policy & Procedure oriential manual for mentor & mentee for specifics & general. Availability from department but also for other divisions (i.e. IT tutor services)
17	Create a campus food bank "staffed" by students, staff, faculty and admins.
18	Pay adjunct faculty to attend meetings, for professional development, & and for office hours.
18	Provide space for adjunct instructors to have office hours.
18	1/2 day faculty retreat by department
18	Updated & decent pictures of employees: new hires and as a regular feature on the FCC website
18	Continue with the staff lunches - they allow staff & faculty to chat informally & create collegial relationships
18	Continue to improve/update FCC Website
19	Adjuncts: paid for meetings with full-timers periodically within their discipline. Collaborate & synchronize objectives.
19	Create more of a culture of equality and break the hierarchical attitude by prioritizing mutual respect as an agenda item throughout the year in department meetings. Begin with a survey or focus group to create a baseline of people's satisfaction with communication & collegiality and reassess after chosen strategies have been implemented.
19	Ask each person to identify one goal of someone else's that they can adopt as their own. Rather than everyone clamoring for their own purposes. Identify a person or population you feel does not often receive your support. Or choose someone from a very different field.
20	Develop a climate where emails are acknowledged
20	Regular department meetings: have communication & processes. An ongoing agenda item for divisions.
20	Concise, detailed weekly newsletter - include high-level info.
20	Accurate, updated campus event calendar on the website (better events calendar); more timely press releases, at least meet-in-advance notices
20	Regular emails /observation by (or of) administrators. This will improve accountability and help reign in bullies & impolite faculty & staff.
21	Introduce new faculty to staff (everyone)
21	Active listening
21	Create environment (i.e. division meeting?) where everyone can openly discuss, give feedback - especially when important things happen i.e.
21	Threat or retaliation or criticism
21	Provide easier access/open communications with upper management
22	Don't let information set in your email that should be given communicated to employers
22	Is there training in how to use email efficiently. What the college expectation is. "Follow email protocol as laid out in the communication plan"
22	Start meetings on time, be prepared of concise, no rambling. Agendas & document need to be given out at least a day before the meeting.
22	Cross division mixers, introduction info.
22	Understand that everyone is busy as you are
22	Use district / campus email to all employers of informing them of changing and XXX etc. Clearly after the new procedures for employees to follow
22	Respectful communication