Staff Council Meeting Minutes

Date: October 2, 2026

Time: 8:21 AM MST

Location: Google Meet

Attendees: Ana Townsend, Anthony Snyder, ASL Interpreter Leann Smith, Aubrey Conover, Audrey Keefe, Benito Sanchez, Carolina Sesteaga, Carolyn Redman, Celia Tapetillo, Chris Parisoff, Christina Harbour, Christopher Rodriguez, Cody Watts, Danielle Johnson, David Bea, David Parker, Don Abens, Edgar Soto, Ellie Hutchinson, Francine Tupiken Ruelas, Ian Roark, Irene Robles-Lopez, James C. Johnson, Janet Rico Uhrig, Javier Suarez, Jonas Camp, Joseph Murrieta, Josh Rios, Joshua Reiniche, Kelly O'Keefe, Keri Hill, Lizette Arellano, Lucy Simpson, Makyla Hays, Maricruz Ruiz, Maxwell Zimmerman, Melissa Stoddart, Michael Tulino, Priscilla Phillips, Seana Chaves, Shane Culliton, Skylar Boughan, Susan Ho, Sylvia Loustaunau Romero, Tina Neil

Meeting Overview

- **Approval of Minutes:** The September 2026 Staff Council meeting minutes were confirmed as approved (15 in favor, 1 abstention).
- **Schedule Adjustment:** The Council voted to reschedule the January 1, 2027, regular meeting to Friday, January 8, 2027, due to the holiday.
- **Institutional & Bond Updates:** Dr. David Bea provided updates on Proposition 430 community outreach and strategic staffing planning, while Dr. Aubrey Conover reported on federal grant renewals, non-renewals, and recent Department of Education court rulings.
- **Policy & Procedure Updates:** David Parker introduced a new policy review calendar and explained the transition of procedural details from Administrative Procedures (APs) to Standard Operating Procedures (SOPs), beginning with AP 3.10.03 regarding student verification.

Call to Order & Moment of Silence

Chair Christopher Rodriguez called the regular meeting of the Staff Council to order at approximately 8:21 AM MST. Prior to conducting business, the Chair led the Council in a one-minute moment of silence to honor the service and passing of Pima Community College Police Department Officer Fabian Valdez, who served as the Downtown Campus liaison and longtime Tucson Police Department officer.

Roll Call

Chair Christopher Rodriguez conducted a roll call on behalf of Vanessa Romero, who was absent. Maxwell Zimmerman announced he was serving as proxy for Magdalena Castillo.

Approval of Previous Minutes

Chair Rodriguez reported the electronic voting results for the September 2026 Staff Council meeting minutes. With approximately 15 votes in favor and 1 abstention, the September 2026 minutes stood approved.

Business & Administrative Reports

- **Human Resources:** Tina Neil reported no additional updates beyond her written report. Both Tina Neil and Janet Rico Uhrig were present to address questions.
- **Facilities:** Benito Sanchez announced a scheduled power shutdown at West Campus on Saturday, October 10, from 6:00 PM to 6:00 AM to accommodate Tucson Electric Power (TEP) equipment maintenance. Notices were sent on September 25, with a reminder scheduled for Monday.
- **Campuses & Grants:** Dr. Aubrey Conover noted the upcoming Fall Welcome Back event hosted by Student Life in conjunction with the campus open house. She shared that the CCAMPIS child care grant was not renewed, while the Talent Search program led by Don Harp was renewed to serve nearly 800 middle and high school students. Dr. Conover also noted that the Department of Education won a court ruling regarding five previously canceled five-year grants; institutional leadership will meet to assess whether remaining funds can be utilized. In response to a question from Makyla Hays regarding $800 million in federal grant holdbacks, David Parker clarified that the funds were redirected from Minority-Serving Institution (MSI) grants to HBCUs and are not expected to impact current college grants.
- **Finance & Proposition 430:** Dr. David Bea reported active community outreach, campus information sessions, and media interviews ahead of the early November election for Proposition 430. He clarified that Prop 430 is a capital bond initiative and does not fund staffing; future staffing needs for new facilities will be managed operationally through a strategic staffing methodology currently in development by HR. Dr. Bea also addressed questions from Makyla Hays regarding potential voter perception of having both Pima Community College and Pima County JTED bond initiatives on the same ballot. Audrey Keefe commended the clarity and positive reception of the distributed voter pamphlet.

Employee Organization Updates

- **AERC & AFSCME:** No updates were reported.
- **Faculty Senate:** Kelly O'Keefe invited Staff Council members to attend the Faculty Senate meeting taking place at 1:00 PM in the Amethyst Room at the Downtown Campus.

Staff Council Business

- **January 2027 Meeting Reschedule:** Chair Rodriguez brought forward an officer proposal to cancel the January 1, 2027, meeting due to the New Year's Day holiday. Following discussion regarding maintaining the annual meeting count, Audrey Keefe moved to reschedule the meeting rather than cancel it outright.
    - **Motion:** Reschedule the January 1, 2027, Staff Council meeting to Friday, January 8, 2027.
    - **Moved by:** Audrey Keefe
    - **Seconded by:** Maxwell Zimmerman
    - **Outcome:** Motion carried unanimously via chat and voice vote.
- **Committee Representation:** Chair Rodriguez reiterated the ongoing need for a Staff Council representative (or co-representatives) to serve on the All-Employee Representative Council (AERC).

Representative & Committee Reports

- **Board of Governors (BOG):** Dr. Sylvia Loustaunau Romero reported that the Board unanimously approved the Chancellor's goals. She also highlighted positive enrollment numbers and cross-departmental collaboration for the new Bachelor of Education program, as well as strong financial support from the PCC Foundation for the Prop 430 campaign.
- **All-College Council & Benefits Working Group:** No updates were reported. Chair Rodriguez noted he will attend an upcoming Future of Work meeting and report back next month.

- **College Leadership Council (CLC):** Jonas Camp (via ASL Interpreter Leann Smith) summarized the recent CLC meeting, which included a communication and collaboration workshop led by HR, a review of 2027 Cabinet goals, and discussions regarding the 2028–2029 academic calendar—specifically how to structure classes around a proposed fall break.
- **Bylaws & Election Committee:** Chair Rodriguez noted that the committee recently met to review bylaws and upcoming election materials. Javier Suarez and former chair Cody Watts will coordinate on filling vacant council seats created when members transition into officer roles.
- **Feedback Form:** Chair Rodriguez reminded members of the monthly feedback form, noting that officers regularly review submissions and forward institutional questions to leadership.

Open Forum & Policy Discussion

- **Policy Review Calendar & SOP Transitions:** David Parker announced a new policy review calendar posted on the Leadership and Policies webpage to better pace policy reviews across governance groups. He explained that lengthy procedural sections are being moved out of Administrative Procedures (APs) and into Standard Operating Procedures (SOPs) to allow for faster operational updates, citing AP 3.10.03 (student verification and preventing fraudulent/"ghost" students in distance learning) as the first example. Parker shared the draft SOP in the chat for feedback.
- **Board Policy 3.40.40 (Grading):** Makyla Hays inquired whether an Administrative Procedure was already in place to cover grading scales being removed from draft BP 3.40.40. Provost Ian Roark and Melissa Stoddart confirmed that an existing AP on grading already contains the exact grading definitions, eliminating redundancy.

Action Items

- **Christopher Rodriguez:** Reschedule the January 1, 2027, Staff Council calendar invite to Friday, January 8, 2027.
- **Javier Suarez & Cody Watts:** Coordinate outreach to fill open Staff Council representative seats vacated by newly elected officers.
- **David Parker & Michelle Tong:** Establish a dedicated, transparent posting location for draft SOPs associated with AP revisions.
- **All Staff Council Members:** Review draft AP 3.10.03 and its accompanying SOP, and contact Chair Rodriguez if interested in serving as the AERC representative.