

STAFF COUNCIL AGENDA

Friday, February 2, 2024

8:30am – 11:00am

Virtual, Google Hangouts

- 1. General Matters..... 8:30am**
 - 1.1. Welcome & Roll Call

- 2. Business Reports 8:45am**
 - Chancellor’s Office: Update
 - President of Campuses: Update
 - Provost’s Office: Update
 - IT: Updates: Isaac Abbs, Assistant Vice Chancellor for IT
 - Phone System Upgrade
 - The College will be rolling out a new phone system starting at the end of January 2024. Between January 29th and February 18th, new phone handsets will be distributed throughout the District.
 - The spring pilot of Simple Syllabus, a syllabus management solution, is live. The pilot consists of 100 sections (3% of all courses). This system allows for easier management and maintenance of syllabi, and integrates nicely with D2L. The plan is to go live with all courses next fall.

 - **Human Resources: Tina Neil, Acting Assistant Vice Chancellor for Human Resources**
 - We would like to thank AVC Carleen Thompson for her time here at PCC.

 - **Facilities: Brandye D’Lena, Assistant Vice Chancellor of Facilities**
 - Center of Excellence - Construction Project Updates
 - Campus Operations
 - EH&s
 - Facilities Infrastructure
 - Security and Access Control

 - **Finance, Admin & Staff Council Liaison: Dr. David Bea, Executive Vice Chancellor for Finance & Administration**
 - Annual Audit Cycle
 - Full-Time Equivalent Student Enrollment Report, Year Ended June 30, 2023
 - Annual Comprehensive Financial Report for the Year Ended June 30, 2023
 - Fiscal Year 2023 Single Audit
 - Fiscal Year 2023 Report Highlights from Annual Financial and Single Audit
 - Expenditure Limitation Report for Fiscal Year 2023
 - College Budget

 - **Committee & Task Group Representatives:**

- 3. **College Governance..... 9:45am**
 - [Draft Policies and Administrative Procedures and 21-Day Comment Period Instructions](#)
 - 3.1. Administrative Procedures (APs)
 - 3.2. Board Policies (BPs)
 - Board Policies (BPs) and Administrative Procedures (APs) for review and comment by the governance groups and that will be posted on the web page for [Notice of Minor Updates](#) (public comments are not accepted for Minor Updates). For each of the attached BPs and APs, there is either no change recommended or only minor updates recommended. If after reviewing these items there are any that your governance group feels need further review or revision, please let me know so we can develop a suitable schedule.
- 4. **Employee Group Reports 10:15am**
 - 4.1. AFSCME Report: No Report at this time
 - 4.2. ACES Report: No Report at this time
- 5. **Open Forum and Discussion Topics**
 - 5.1. Staff Council Members:
 - No reports
- 6. **Staff Council Business 10:25am**
 - 6.1. Representative Reports:
 - Constituent Feedback: Emily Ratley, Communications & Outreach Officer
 - 6.1.■.1. No reports
 - Governing Board Update: Downi Griner, Governing Board Representative
 - 6.2. Treasury: Cody Watts, Treasurer
 - Budget Update
 - Expenditure Requests
 - 6.3. Sub-Committee Reports
 - Bylaws Committee: No Report
 - Election Committee: No Report
- 7. **Meeting Announcement**

Next Meeting
Friday, March 1, 2024 8:30-11:00 am
Virtual, Google Hangouts

- 8. **Adjourn**