MEMBERS ATTENDED: Delso Bosquez, Evelyn Brown, Gloria Coronado, Shari Dill, Shawnee Hanzlick, Julie Hecimovich, Margaret Medina, Lucy Schubert, Joan Warfield, Rosa Whaley, Wendy Dosch, Dave Gittings, Rita Ladd-Carpenter, Carrie McLaughlin, Laura Rutkoski, Jennifer Schowengerdt, Carmen Turner, MaryAnne Wilson, Suzanne Blackburn, Robert Swindle, Holly Tackett, Gail Fritz, Bret Bednarz, Marjorie Crook, Carol Carder, Terrie Fisher, Amanda Passeri Guests: Barbara Byrnes, Shannon Fitzgerald, Dr. Suzanne Miles, Dr. Raul Ramirez, Maggie Romance

EXCUSED ABSENCE: Hector Acosta, Jaylene Ford, Eric Welch, Cliff Shuttleworth, Diane Miller

UNEXCUSED ABSENCE: Michael Ochotorena, Joe Dolan, Robert Teso,

1. GENERAL MATTERS
   1.1 Introductions
   1.2 Agenda Modifications
      Items 2.3 and 2.2 moved to top of agenda.
   1.3 Approval of April 2008 Minutes
      Suggestion made to have officers meet to discuss detail that should go into public record. April 2008 Minutes will be brought back in June for approval. Approved.
   1.3 Announcements
      Summer meetings recommended to another location. Vote held and approved to have the August meeting at the Northwest Campus. There are issues with DMAFB and meeting there is restricted, therefore meeting there was declined. Members may be invited to DMAFB for tour, email Gail for more information.

2. BUSINESS
   2.1 Public Comment and/or Questions
      No public comment.
   2.2 Presentation: New ED training – Maggie Romance
      Handed out ED pamphlets.
All employees need to attend a training session. With an average of eight persons per session, approximately 40% of employees have attended. As of July 1, 2008, ED will be the new system. Over 13,000 learning opportunities will be available. Individual Development Plans may be created and reports may be printed out of ED. All regular employees received access to ED as of April 1, 2008. In August temporary and student workers will be given access to ED. All professional development course history is pre-loaded into individuals’ reports as of July 1, 2005. History reports prior to July 1, 2008 must be requested from professional development. Wait list (employees notified via email when a seat opens for class) and watch list (once class is scheduled, email is sent to employee) were explained. Compliance topics have a due date of June 30, 2009. Look at these topics in your plans. Share ideas and recommendations with professional development. Instructor led classes will continue. ED courses may be used towards step progression.

There is a contest to create an image for ED. Email any ideas to Maggie Romance or anyone in the college professional development committee.

2.3 Provost Report: Dr. Suzanne Miles
Congratulations given on BBQ’s.
Exeter Report now online. Pima.edu/Exeter/
“Draft” College Plan online. Pima.edu/collegeplan/
May 20 2008, PCC graduation will be at The Tucson Convention Center.
Accreditation Workshops open to all employees. Open from Summer to April 2009. All employees should attend. This may be used towards step progression.
Questions: When does Exeter go into effect? Officially July 1, 2008. An effort has already begun to begin the process.

2.4 Liaison Report:
Dr. Ramirez. Exempt and Non-Exempt Meet and Confer complete, going to BOG in May. There are hopes that by June, there will be information from Legislature on budget. Discussion held on possible tracks of Step Progression pending budget. Each employee group decides how to divvy up funds amongst themselves. These groups will be presenting to the BOG in May. All steps are 2.5% apart. Raise discussion held. Exempt Step Progression Plans are permanent. Non-exempt’s are bringing the Step to the BOG to go from pilot to permanent also. The State allocation to the college is 16%; this is the portion that may be cut 6%-20%. Laws are being looked at to prevent raising tuition, these are future issues the college will be considering.

Wonderful work, thanks to campuses, with recruitment of faculty. 52 positions open this year, with exception of nurses, in 21 different disciplines. 47-49 of these positions will be filled by June. Continuing to fill staff positions. Division Dean position being eliminated addressed. The Advanced Program Manager
internal job announcements are out. These positions should be filled within the next three weeks.

Thanks given to staff Council for the input, patience and assistance during Dr. Ramirez transition year as new Liaison.

Follow up from two meetings ago regarding college employees as adjunct faculty. If you are faculty of the college and are going to teach an added load, up to 10.5 load. 5.1 hours are recommended for staff (exempt) teaching as adjunct. Adjusted working hours to teach mid-schedule is not permitted. If there is a need to teach more than 5.1 hours, approval must go through campus, including campus President, and then to Chancellor. Non-exempt follow the same rules as Exempts, with the exception that they are paid overtime. They cannot be paid as adjunct. It is considered an additional assignment. It may not be cost effective to hire non-exempts to teach.

Saturday working hours addressed. Bottom line, BOG wants student services open on weekends and evenings. PCC will comply, keeping employee safety in mind.

2.5 Community Service reports – Julie Hecimovich, Carrie McLaughlin
Numerous comments made that everyone had a great time and there was much involvement at the BBQ’s. Over $3,500 was made at the BBQ’s. Although final numbers are not in yet, $1951.76 is currently set to go to student scholarships. A final total will be sent out to group when calculated.

A motion was taken to donate food in room to Stand for Children and other left over food to be distributed to CC events, assisted living and those in the room who may need it for future campus events. Motions approved.

Note made: Use “reply”, not “reply to all” on emails.

Thanks given to Julie, Carrie and Gail for their work and assistance.

2.6 AVIVA School Supply Drive
AVIVA Children Back to School Supply Drive. Staff Council has been involved for three years and will need to decide if they would like to participate again. AVIVA helps children who are not in a stable home environment to get items for schooling. PCC has been their number one donor and they are highly grateful. In three years, their value from PCC is over 17 thousand dollars. Suggested to have AVIVA come speak at staff council in June. Suggested to think ahead for charities on future holidays.

2.7 Bylaws amendment
A summer project committee of 3-5 members needs to be made to amend by-laws. Volunteers Suzanne Blackburn, Marjorie NW, Rita Ladd Carpenter, Shawnee CC, Gloria Coronado.
3. COUNCIL REPORTS
   3.1 Board of Governor’s (BOG) Report
       The BOG met on April 9th.
       Read by Holly Tackett.
   
   3.2 Campus/District Reports

       **Northwest Campus**
       - Student Life had a student luau and raised over $200 to go toward welcome week in fall. NW will also be holding Cram Jam to study for exams. The End of Year Recognition will be on May 19th.

       **District**
       - A gold award was given to Bryce Northland for his calendar graphics from last year.

       **East Campus**
       - The 10-20-30 was celebrated this week.

       **West Campus**
       - Recently held their 10-20-30 reception.

   3.3 Committee Reports
       Staff Council will be at East Campus in June, Downtown Campus in July, and Northwest campus in August. The meetings will be on Thursday’s.

4. EMPLOYEE REPORTS
   4.1 AFSCME –
       No Report

   4.2 ACES Reports
       No Report

5. OPEN FORUM/QUESTIONS
   The National Event, Stand for Children, is Saturday at the Reid Park Zoo. Volunteers are welcome. The zoo will be open from 9:00 am – 4:00 pm.

   KUAT next pledge drive is May 29-June 8th. Flyers are available. Make announcements at campus level.

   Concern raised regarding Emergency Preparedness: PCC has ramped up emergency preparedness; however, staff training is being requested. There has been a high concern and the topic will be taken forward to Dr. Ramirez.
Next meeting June 5th at East Campus in the Community Room. Bring food if you would like. 8:30-10:30 am.

Officers requested to stay to discuss minutes.

6. ADJOURNMENT - The meeting adjourned at 10:30 am.