Staff Council Minutes
Friday, March 5, 2010
8:30 am – 9:45 am
Community Campus - TV Studio

Members Present: Evelyn Brown (fill in for T. Guy), Barbara Byrnes, David Clark, Shari Dill, Wendy Dosch, Gutierrez, Norma, Sandra Hallenbeck, Shawnee Hanzlick, Ana Joseph (fill in for M. Wilson), Tim Kelliher, Maria Lomeli, Mike McGuire, Carrie McLaughlin, Hal Melfi, Carol Munoz, Kyle Mutz, Autumn Palmer, Becky Patelle, Dan Pinard, Gary Roderick, Michele Rorabaugh, Mary Lou Rosas, Walter Silvas, Sharon Sinibaldi,

Guests: Cindy Dooling, Dawn Huntsinger, Stan Steinman, Tom Tomasky, Lynne Wakefield

Excused Absence: Suzanne Blackburn, Gloria Coronado, Cliff Shuttleworth

1. GENERAL MATTERS
   1.1 Introductions
   1.2 Agenda Modifications
      There were no modifications.
   1.3 Approval of February 8, 2010 Minutes
      A vote was taken and the February minutes were approved.

2. BUSINESS / COUNCIL / EMPLOYEE REPORTS
   2.1 Public Comment and/or Question(s)
      There were no public comments.
   2.2 Provost Report – Stan Steinman
      The Provost sent her regrets she is in Meet and Confer and cannot attend Staff Council today. The first event of the faculty speaker series was well attended with standing room only. The next speaker is Barry Infuso, Culinary Faculty, on March 23 at 6:00pm.

      The Steering Committee for reaccreditation met last Friday. The College is on track for the September site visit. Bill Scurrah leads the writing team which is doing excellent work. The Provost looks forward to receiving suggestions in response to the organizational climate study.

      The State legislative committee has postponed work for two weeks to concentrate on the budget. The House and Senate don’t have enough votes to pass the budget. The biggest item for the College is lack of funding for Adult Education, GED testing, and Family Literacy. The Chancellor has expressed his displeasure in an Op Ed piece in Arizona Daily Star. These programs are vital for workforce development for the state.

      There is no funding for all day kindergarten. Counties will be in charge of all juvenile detention issues and violent sex predators. Counties could be forced to raise taxes. This budget reflects passage of a sales tax increase for three years. If the sales tax increase doesn’t pass, they are planning an alternate budget. Anything remaining would experience a 10% cut across the board. Feel free to email the Provost with any questions. The increased sales taxes issue (1% increase for 3 years) will be presented
in a May 18 special election. The State is looking at cutting $2.7 billion for FY2011. If there is no tax increase, they will cut another $1 billion.

2.3 Liaison Report – Lynne Wakefield

The Board of Governors has taken all economic items off the table in light of the budget. They have agreed to increase the College’s contribution for state retirement and medical insurance. Lynne reminded everyone that Cesar Chavez is a floating holiday. Details are being worked out to create a shared program for students and staff to address student services wait times.

2.4 District Reports

No additional reports from the District.

2.5 Board of Governors Report – February 17, 2010

The Chancellor’s Report started with a presentation from Michael Racy, President of Racy Associates Inc. and Lobbyist. Mr. Racy presented Staff Council with an update of the state budget. The State is currently at a $1.5 billion deficit, and a projected $3.5 billion deficit. The 1.3% sales tax increase would raise an estimated $700 million to $1 billion more per year but we are still anticipating the $3.5 billion deficit. There has not been any formal discussion on the 2011 budget. Health, Universities, State Agencies, and K-12 will share in the cuts for the 2011 budget. The cuts will be across the board and shared equally. Question and Answers are below:

1. Regarding the bill that will apply term limits (number on the board and from 6 yr to 4 yr) at Maricopa: How is that different?
   a. It is unique to Maricopa City only – does not include Pima County
2. Are there any “new” ideas to re-organize financial structure?
   a. There is a lack of efforts to find creative ideas.
   b. Discussion seems to go back at the temporary tax increase.
3. Do you think the state will eliminate structural deficit?
   a. Likelihood not very good.
   b. Predict the structural deficit will be corrected by the California companies coming to Arizona due to high tax rates.
4. Anything not out there you see proposals coming for?
   a. Written proposals, both cuts and revenue enhancements, but not of interest.
5. How likely are community colleges not to get quarter payments paid?
   a. Community colleges may see delay in payment.
6. In conversations between lobbyists – are they concerned with budget cuts?
   a. There is a growing concern for business owners
   b. They speak privately – not publicly

The Chancellor’s Report continued with presentations from the Meet & Confer Teams of AFSCME, PCCEA and ACES.

Brian Basgen presented the ACES’s presentation. He introduced the 2009/2010 Board of Directors. He indicated that 32 topics were submitted for Meet and Confer and they condensed it to 9 areas. Some of those areas are:

1. 2010/2011 holidays
2. Adjunct faculty restriction
3. Annual leave to sick leave
4. Notification of pending layoff
5. Increase in professional development funds and
6. Adding step 17.
Arlene Muniz presented the AFSCME presentation. She introduced her team. She gave a brief overview of the Meet and Confer which included wording in the non-exempt policy. Areas included were:

1. Conditions of work
   a. Work day
   b. Meal periods
2. Employment
   a. Layoffs
   b. Selection process for lead, acting, transfer and reassignment
3. Compensation
   a. Increase hourly rate for the 40 hour week
   b. Holiday and recess pay
   c. Bilingual skills
4. Leave and Holiday
   a. Update calendar
   b. Holiday and recesses
   c. Sick leave
5. Professional Development
   a. Non-exempt professional development enrichment fund criteria
6. Selection for Internal Employee Hiring Process
   a. Employment

Ana Jimenez presented the PCCEA presentation. Ana also introduced her team. Their proposal overview included the following:

1. Compensation
   a. Step advancement
   b. Appropriate compensation
   c. Payroll issues
   d. Dept. Chair Task Force recommendation
2. Faculty employment
   a. Ensure procedures for all aspects of faculty hiring are addressed in policy
   b. Include language to clarify process for the selection of faculty administrative appointment
3. Conditions of work
   a. Scheduling Task Force recommendation
   b. Sick leave proration
   c. Reasonable working conditions
4. Aligning policy to current practice
   a. Externally funded contracts
   b. Personal leave
5. Common policy

Following the presentations, Chairperson Marshall asked if Chancellor Flores had any comments regarding the presentations. He indicated there was no practical way to eliminate the state deficit and we are in for a long haul. His strategy is eliminate any layoffs and furloughs, but might not be able to afford to not have layoffs. He cannot conjure up money that is not there, but we are better off than most folks.

Following the Chancellor’s Report, Dr. David Bea presented the financial report indicating finances are as expected with normal patterns similar as last year. We received our third quarter payment in January, and he is watching our fourth quarter payment – indicating it may be delayed.

Meeting adjourned at 8:45 pm.
2.6 **AFSCME – Rose Bolz**  
AFSCME attended the special Board of Governors meeting. AFSCME has plans to visit all the campuses during the month of March. Watch for an announcement in their newsletter. Nonexempt staff may attend any of the site visits.

2.7 **ACES – Cindy Dooling**  
ACES also attended the special Board meeting. It came as no surprise that economic issues are off the table. ACES is delighted that the College will pay the increased costs for state retirement and medical insurance. Work on non-economic issues and common policy will wrap up in next few weeks.

2.8 **FY 2010 Council Events and Fundraiser Activities**  
Staff Council will vote on which fund raising activities to do this year. Last year was a good fund raising year.

2.9 **FY 2010 Council Events and Fundraiser Activities**  
Staff Council will form a committee to decide which fund raising activities to support. The committee will present these ideas then vote on those specific items. Committee volunteers are: Dan Pinard, Shawn Graham, Becky Portelli, George Cabiero, Carrie McLaughlin, Carol Muñoz, Rose Bolz and Shawnee Hanzlick.

The fund raising committee will bring back ideas for fund raisers next month and the council will decide how the money will be donated.

It was suggested that Staff Council think of something fun to build morale for staff.

2.10 **Election Committee Report**  
Theresa Guy is on temporary assignment at the District April – June 2010. Evelyn Brown will step in while she’s absent. She has served on Staff Council before and works at Davis Monthan.

2.11 **Institutional Climate Survey**  
Cliff Shuttleworth has been working with the committee that is exploring issues identified in the survey – adequate space to perform work duties and rewards and recognition for employees. A lot of time has passed since the survey was conducted so issues may have changed. The committee will take suggestions to administration after considering employee feedback. There are issues with workspace, storage, and computers, and office privacy.

3. **COUNCIL OPEN FORUM / QUESTIONS**

3.1 **Council Institutional Climate Survey Workgroup**  
Employee recognition ideas will be reviewed and presented to Staff Council in late April. Ideas include:
- Giving out balloons
- Traveling cactus to display for the month.
- Provost gives a “caught doing a good deed” award traveling award accompanied by a $10 gift card.
- About 10 years ago Staff Council handed out awards. Suggestion to bring this topic to events committee.
- Campuses share with other campuses how they recognize their employees.
- Announce recognized employees college wide. Give ideas to Cliff by end of month.

4. **ADJOURNMENT**
The next meeting is Friday, April 2, 2010, 8:30am – 10:30am, at the Community Campus TV Studio. The meeting adjourned at 9:45am.