1. GENERAL MATTERS

1.1 Introductions
Introductions were made including a welcome for new West Campus representative Carol Carder.

1.2 Agenda Modifications
There were no agenda modifications.

1.3 Approval of Minutes for March 5, 2010 and April 2, 2010
The minutes for March and April were approved.

2. BUSINESS

2.1 Public Comment – Dr. Roy Flores
State budget. No one foresees a solution to close the gap in the state budget. One position is to have cuts, stop funding higher education, and close down large sectors of government. Another position is to enhance revenues. At some point, there will be more cuts. The College is in pretty good shape for next year. There is a possibility that Proposition 100, to increase sales taxes, won’t pass. The Chancellor doesn’t foresee furloughs at this point. The state has decided to stop funding adult education. Arizona is the only state in the country to do so. It’s harmful for the state and very short sighted. The College asked the Secretary of Education’s office to request the federal government to match college’s portion of state match stimulus money. We put in $400,000 for adult education.

Human Resources. Lynne Wakefield, AVC of Human Resources, is retiring. This creates an opportunity to do a national search for her replacement. The College is looking for an HR professional from large organizations that is accustomed to following federal regulations. The HR function is critical to the success of the College. The Chancellor’s top priority next year is to get accurate information as timely as possible and for HR to provide the best possible services.

Athletics. There are recent changes in the athletic arena. The coaching positions for the women’s and men’s basketball teams have been converted from part-time to full-time. State money is not used for athletics; it’s all funded with student services fees. Our focus is to provide opportunities for men and women athletes in Arizona. However, some athletes from out of state are attracted to the College as well.

Senate Bill 1070 (immigration bill). Under the bill, police officers are obliged to determine the legal status of individuals when making lawful contact with them. We’ve sent a communication to all students urging them to carry ID. An ID verifies who you are, but don’t necessarily verify legal status. It would be helpful if the authorities would determine which documents people should carry. College police officers are being trained and we will make sure our faculty, staff and students are safe on campus. Some students don’t have a
driver’s license. The Pima ID card has a photo and is only issued after students legal status has been thoroughly checked.

The Chancellor congratulated Staff Council for contributing to a very successful year for the College.

2.2 **Provost Report - Dr. Suzanne Miles**

Dr. Miles apologized that she was not able to attend Staff Council meetings during Meet and Confer. She thanked the council for suggestions from the sub-committee on organizational climate whose ideas will be shared with Chancellor’s Cabinet. Dr. Miles will inform the council which of our ideas will be used to address issues raised the organizational climate survey. They will also be included in the report created to track the follow up to the surveys.

Graduation is May 20th, beginning at 7:00pm, at the Tucson Convention Center.

Thanks to Staff Council for our work throughout the year.

2.3 **Liaison Report - Doreen Armstrong for Lynne Wakefield**

Step Progression Plans for non-exempt employees are due June 1st. Please spread the word.

There are two upcoming staff professional development days at the Proscenium Theater on West Campus. Non-exempt employees will meet Friday, May 21, from 8:00-5:00. There will be a speaker on stress management, as well as breakout sessions for policies, procedures, ASRS, 403(b) plans, employee development, and climbing the ladder to success. Exempt employees will meet Monday, June 14 from 8:00-5:00. Speaker Jeffrey Hunter, faculty from the Drucker School of Business, will speak about handling stress in daily life, self management of emotional reactions, and how to be productive during overwhelming times of stress. To sign up for a professional development day visit the College website and click “MyPima – Professional Development.”

A collegewide email was sent asking for nominations for outstanding staff or faculty members. Forms may be sent to Linda Ashenbrener. Chancellor’s Cabinet will review nominations. Recipients will receive recognition and a check from the Foundation.

Open Enrollment is ongoing. Employees who don’t wish to make changes to their medical or dental coverage do not need to submit forms. Forms are required every year to waive medical coverage or to enroll in a flexible spending account. The deadline to submit open enrollment forms to the Employee Service Center is Monday, May 17 at 5:00 pm.

The College is considering issuing official employee ID’s with a Pima logo, photo, hologram, and a bar code on bottom with the “A” number encoded.

2.4 **ACES Report – Cindy Dooling**

Elections are coming up to fill the positions of President Elect (3 year term), Recording Secretary (2 year term) and Member Representative. The terms for the two Member Representatives are staggered and are elected in alternate years. Exempt employees may self nominate or nominate others. Brian Basgen is the new President starting July 1st.

Meet and Confer has ended. ACES will review the details in a general meeting on June 10. Results from Meet and Confer: Friday, December 24 will be a full day holiday this year; language to outline how exempts can also be adjuncts; language added regarding recalls and layoffs; option to convert annual leave to sick leave if needed. We have a generous
recall policy, recalled employees return to the same benefits and seniority status. Exempt employees may work as adjuncts during the day if there is an emergency. Under regular circumstances, employees can’t teach during the hours of 8:00-5:00.

Please note the College will cover the increased costs for medical insurance and for the State Retirement System next year.

2.5 AFSCME Report – Rose Bolz
On April 24 AFSCME local 449 held a meeting to swear in new officers - Mike Gonzales, PCC Division Chair; Bob Wise, Vice Chair; Bruno Loya, Chief Steward; and Arlene Muñiz, Vice President of AFSCME Local 449.

2.6 Board of Governors Report, April 14, 2010 – Shari Dill
The Board meeting featured a Spring award recognition celebration for employees, students and community leaders. ACES and AFSCME gave presentations to the Board. PCCEA is holding a membership drive. The College has hired a special consultant to examine payroll. The College has paid off some long term debt this year on schedule. Administrators are asked to make regular consistent adjustments to their budgets as the fiscal year progresses. A tuition increase, one of the smallest in the state, was approved for the new fiscal year. Federal stimulus money has helped our budget this year. If Proposition 100 passes, 2/3 of the money will be used for education and 1/3 will be used for safety. Northwest Campus is undergoing renovations. The next Board meeting will be on May 12th.

2.7 Campus Updates
May 7: Multicultural Convocation, Gymnasium, West Campus, 5:30 p.m., 206-4888

May 7: Mathematica 7 in Education, Desert Vista Campus, B131, free, 1-2 p.m., 206-5091, ptownsend@pima.edu

May 7-8: PCC Dance presents: A Celebration of Nations,” CFA Proscenium Theatre, West Campus, $6 (discounts available), Friday at 7:30 p.m. and Saturday at 2 p.m. and 7:30 p.m., 206-6986 or www.pima.edu/cfa

May 9: PCC College of Music Chorale & College Singers Mother’s Day Concert, CFA, Proscenium Theater, West Campus, $6 (discounts available), 3 p.m., 206-6986 or www.pima.edu/cfa

May 14-15: PCC Digital Video and Film Arts Screening of “Apprehension” and “Arizona Chain Saw Massacre,” CFA Proscenium Theater, West Campus, free, 7 p.m., 206-6986, or centerforthearts@pima.edu

May 20: Graduation Ceremony, Tucson Convention Center Arena, free, 7 p.m., 206-4888

June 8: PCC Staff Council Fundraising Dinner, Chuy’s Restaurant, 4185 W. Ina Road, $12, 6:30-8:30 p.m, contact a Staff Council Representative to purchase tickets.

Desert Vista Campus:
There will be construction over the summer to create a community garde and new medical assistant lab. The Learning Center will merge with the Adult Education Center.

10-20-30 Year Employees:
Community Campus will have a barbeque on May 14 to celebrate 10-20-30 year
employees. Downtown Campus will celebrate their 10-20-30-40 year employees on May 11th. This year Tamas Zsitvay will be honored as the only 40-year employee. Visit http://dc-library.blogspot.com/2010/04/new-library-space-in-3-d.html to view a virtual 3-D of new Center for Integrated Learning space (still under construction).

2.8 Election Committee Report
Carol Carder was elected to replace Bob Brodie who resigned effective April 2010. Carol’s term will be from May 2010 through December 2011. Nominations are needed to fill three more positions - Margie Torres has left to join the Foundation, Sandra Hallenbeck is leaving to work for the University of Arizona, officer Maggie Lomeli can no longer serve due to a new work schedule.

2.9 Institutional Climate Survey Work Group – Rose Bolz (for Cliff Shuttleworth)
The work group is examining two issues - reviewing adequate work space and rewards and recognition for employees. Rose read excerpts from the group’s report which will be available online. Adequate space is hard to define. It depends on the type of work performed. Many space concerns were resolved with the new Student Services redesign. The group recommends that the College find non-monetary types of recognition and rewards for employees, for example, a parking space for “employee of the month.” In the past, Staff Council had mechanisms for honoring staff monthly. Recognition and rewards do not take promotions into account. It was remarked that a program is needed to promote our best people.

Tom Tomasky will get information from the Provost on the status of temps starting July 1st. Temporary employees make a very big contribution to this college. The question was raised whether temps need consideration for adequate work space too. Questions and concerns regarding temporary employees may be brought to Doreen Armstrong.

A concern was expressed about the lack of a promotional avenue for employees. The purpose Step Progression Plans is to move to a higher level on the salary scale in one’s current job. Some individuals use their Step Plans as a means to pursue higher education with the goal to move upward while some employees pursue community service work. However, there have been on salary step increases for the past two years. During Meet and Confer it was proposed that non-exempt employees get credit on their Step Plans for a project or activity done on the job. This is a positive outcome from Meet and Confer.

2.10 Recognition and Awards
Years ago, Staff Council had a recognition and rewards committee that solicited nominations to recognize employees collegewide monthly. Staff Council members voted to create a sub-committee to create a process for identifying and recognizing employees. Volunteers for the sub-committee are: Michelle Rorabaugh CC, Tim Kelliher DC, Autumn Palmer DV, Jorge Caballero NW, and Sharon Sinibaldi DO. It was suggested that temporary full-time employees be considered for recognition. The committee will report findings at the July 1st meeting.

Tom Tomasky suggested that Staff Council contact Rachelle Howell to include employee recognition in @PimaNews. Doreen Armstrong suggested that Staff Council have a link on web page so people can view recognition announcements.
2.11 Events & Fund-Raiser Activities
Staff Council is kicking off a Chuy’s fund raiser dinner on June 8. Checks to purchase tickets are to be make payable to the PCC Foundation. If some employees don’t want to go to dinner, they are still welcome to make donations. If you need more tickets to sell, contact Shani Hanzlick. Campus cashiers can safely hold the money from ticket sales until it’s given to the Foundation.

The fund raising partnership with Sodexo will run August 30-September 10 and will feature a 22 oz. soft drink.

A sample of the the fund raiser beverage cup was passed around. The plastic cup holds hot and cold drinks and is made from “green” materials. The cup will be clear (no color) with the College logo printed in blue. Sodexo will offer refills for a discounted price. Staff Council is working on a flyer to let employees know how they can “pre-order” cups.

Tom Tomasky announced that the Chancellor’s office will send emails in mid-May to notify employees who will be appointed to standing committees.

Shani Hanzlick will email a list so members can sign up to participate in fund raisers. Walter Silvas will arrange for the AVIVA donations box at MS and Gloria Coronado will do the same for District Office. Shani will also send out list of people who have already offered to volunteer.

2.12 Summer Schedule
- June 3rd, 8:30-10:30am, East Campus, L-101 Community Room
- July 1st, 8:30-10:30am, District Office, A-206 Arizona Room
- Aug 5th, 8:30-10:30am, West Campus, A-G01 Cholla Room (need to confirm room availability)

3. OPEN FORUM
Letters will be sent out verifying Staff Council meeting attendance. Members need this verification for the Step Progression Plans.

4. ADJOURNMENT
The meeting adjourned at 10:20am.

The next meeting is:
    Thursday, June 3, 2010
    8:30-10:30am
    East Campus, L-101 Community Room