Members Present: Shawnee Hanzlick, Gloria Coronado, Becky Petelle, Dan Pinard, Kyle Mutz, Wendy Dosch, Norma Gutierrez, Carrie McLaughlin, Walter Silvas, Sharon Sinibaldi, Shari Dill, Tim Kelliher, Anna Richards, Rose Bolz, Shawn Graham, Autumn Palmer, Carol Munoz

Excused Absence: Teresa Guy, Gary Roderick, Elizabeth Robredo, Karyza Ochoa, Jorge Caballero Shani Stewart, MaryAnne Wilson, Suzanne Blackburn, David Clark, Mary Lou Rosas, Ed Gallagher,

Unexcused Absence:

1. GENERAL MATTERS

   1.1 Introductions
   Introductions were made.

   1.2 Agenda Modifications
   There were no agenda modifications.

   1.3 Approval of Minutes for September 10, 2010
   A vote was taken and the minutes were approved.

2. BUSINESS

   2.1 Public Comment
   There was no public comment.

   2.2 Provost Report - Dr. Suzanne Miles
   The Chancellor is out of state in New Philadelphia on college business.
   We have met all five of the criteria from the Higher Learning Commission. Areas in which we excel were pointed out; the Board of Governors, we are developing a culture of data driven decision making in our College Plan, the comprehensive transformation of Student Services, our array of student co-curricular the success we have had securing national grants, and our workforce education programs. Areas of attention were Developmental Education; we need to accelerate the improvement of Developmental Ed. 100% faculty participation and documentation in the Student Learning Outcome and Assessment. We have a plan and will continue to work on it. Follow up plan will be sent to the HLC in January 2013.
   
   Bill Scurrah was thanked for his involvement and congratulated on his retirement. Staff was also thanked for their participation.

   Many Administration changes will be made within the next few months. Stan Steinman will be moving to Community Campus. Heather Tilson will be moving to District Office to
replace Stan. These changes will take effect on October 18th. Disabled Student Resources will not be moving with Stan. The HLC team will be taking many of our ideas back to their own Colleges.

2.3 Liaison Report - Doreen Armstrong
The College is sponsoring an Adjunct Faculty Fair Saturday October 9th from 10-2 at the District Office. Applicants will be able to apply for open positions and meet with Certification analysts, Department Chairs and Administrators.

Open forums for the position of Assistant Vice Chancellor of Business Services will be set up in October watch Pima News for dates and times.

Pima has a new Vice Chancellor for Human Resources, Janet May. She will be starting on Monday, October 4, 2010.

The current online application system is out for bid. Watch Pima News for distributor question/answer meetings.

The first career pathing meeting with IT staff. Cindy Dooling and Brenda Keane coordinated this. This was an opportunity to provide information about the opportunities in IT and how to get there.

Statistics for September human resources: 28 job postings, 11 new Pima employees with 766 applications received for those available positions.

2.4 AFSCME Report – Rose Bolz
No Report.

2.5 ACES Report – Roger
Next Meeting is on November 3rd. This meeting starts the decisions on Meet and Confer. If you would like to bring up any concerns please submit them by the start of the November meeting. If you have any questions about this process contact Brian Basgan at 206-4873.

2.6 Board of Governors Report, September 8, 2010 – Rose Bolz
No Board of Governors Report was given as Staff Council had met after the Board in September.

2.7 Campus Updates
Tim Kelliher thanked Chancellor Flores, Kevin Prater, and Mike Tulino for their assistance with the Vets for Vets program. The program has changed and will extend to all of the Pima Campus’, not just downtown and will now be known as the Student Vet Organization Club.

The 13th Annual Safe Halloween will be held at the East Campus on October 30th from noon to 4pm. If you have any further questions please call the Student Life Office at 206-7616. Please register if you plan to attend with your kids so a rough estimate of participants can be made.

3. STAFF COUNCIL SUBCOMMITTEE UPDATES
3.1 The AVIVA fundraiser started on August 5th and ran through September 30th. AVIVA is a non-profit organization that helps children in need with school needs. It seemed like a slow collection year but after all the items were combined with the Follett Bookstore donations we collected, a truck bed full stacked above the sides of the bed, the back of an SUV and interior front and back seats of two extended cab pickups.

3.2 Election Committee Update-
The election committee has met. We set a time-line regarding when to send out the nomination forms, ballots and due dates back to election committee members.

Fall election committee members by campus:
DO – District Office –Lead Roll---Wendy Dosch & Shanie Stewart (8)
MS –Walter Silvas & David Clark
Desert Vista – Autumn Palmer (1)
Downtown – Shari Dill (2)
East – Karyza Ochoa (1)
West – Sean Graham (3)
Northwest – Jorge Caballero (1)
Community – Dan Pinard (3)
Thanks to Jorge for making the ballot.

One staff representative is equal to 25 Full-time employees. These numbers are based on the organization structure.

4. OPEN FORUM
We talked about what purpose the Staff Council is what we are trying to accomplish. A hand-out was given about the Mission Statement of the Staff Council. Meet and Confer is a different entity and has different parameters than Staff Council. They are able to discuss working conditions that pertain to a specific employee group, ie. non-exempt, exempt, and faculty. Non-exempt employees can attend and speak at the Meet & Confer meetings. ACES represent exempt employees and AFSCME represent non-exempt employees. Changes that are being made in these two groups are in their specific handbooks. The meetings are posted and you may go to the appropriate meeting and voice your concerns during open forum, (the first 15 minutes). These groups are for regular employees not for temporary employees. Temporary employees are not represented by a particular group. They are able to go to the established groups for Meet & Confer issues. We are trying as an institution to move away from long term temps. It is up to the Administrator over that position to determine why that temp is in a position long term and determine the change to make it a regular position at the college. A committee has been set up by the Chancellor to further discuss temporary positions at the college.

Is there any way to speed up recruitment for open positions? One of the more time consuming tasks of the hiring process is getting the hiring committee together. Another is getting pertinent job information on the job announcement to have qualified people apply for open positions.

5. ADJOURNMENT
The meeting adjourned at 10:00am. The next meeting is Friday, November 5th, 2010, from 8:30-10:30am, at Community Campus – TV Studio.