Members Present: Connie Algarin-Phifer, Dan Pinard, Cameron Purdie, Mykle Zoback, Autumn Palmer, Terra Benson, David Clark, Wendy Dosch, Linda Ellis, Jan Posz, Robert Ramirez, Irene Sherlund, Walter Silvas, Sriura Weirich, Suzanne Blackburn, Leslie Hollander, Jorge Caballero, Rose Bolz

Excused Absence: Becky Petelle, Donna Cohn, Tim Kelliher, Kyle Mutz, Shani Stewart, Karyza Ochoa, Edie Pearson, Shawn Graham

Unexcused Absence: Michele Betzen, Chris Bonhorst, Elizabeth Robredo, Christy Yebra

Non-voting Members/Visitors/Guests: Dr. Roy Flores, Dr. Suzanne Miles, Deborah Yoklic, Janet May, Shawnee Hanzlick

1. GENERAL MATTERS
   1.1 Introductions
       Introductions were made by Staff Council Representatives and guests.
   1.2 Agenda Modifications
       Chancellor Dr. Roy Flores attended the Staff Council meeting. The agenda was modified to first on the agenda to accommodate the Chancellor’s meeting schedule.
   1.3 Approval of Minutes for May 6, 2011
       A vote was taken and the minutes were approved.
   1.4 Public Comment and/or Questions
       No public comment and/or questions.

2. BUSINESS

2.1 Chancellor Report – Dr. Roy Flores

Dr. Flores greeted the Council and thanked the Council for their efforts. Dr. Roy Flores provided a question and answer session for Staff Council attendees.

2.2 Provost Report – Dr. Suzanne Miles

Dr. Miles reminded everyone that beginning June 11 the schedule for four of the campus Student Services Centers will change. The East and Downtown campuses will continue to provide services on Saturdays from 8 a.m.-1 p.m. All other campus Student Service Centers will be closed on Saturday, except near the beginning of each semester.
Dr. Miles also shared that the new Veterans Center has been constructed at Downtown Campus and is scheduled to open in August 2011.

2.3 Liaison Report – Janet May

Janet May shared the follow recruitment statistics:

- 1,153 applications were received in the month of May with 77% indicating they applied directly from the PCC website; 15% from other website and advertising referrals and 8% from employee referrals

- 851 applicants signed up to receive interest cards; a total of 4,359 requests for calendar year 2011 to-date

- 22 positions general, designated and restricted were filled with internal and external candidates

Other updates from Human Resources included:

- HR has been working with Campus and District office Administration to centralize the process of identifying and maintaining records associated with job required licensure and/or certificates. Soon HR will be sending reports to Campus and District Office Administration identifying when licensure and/or certification will expire in 90 days, 60 days and 30 days for each employee affected.

- HR has been monitoring employees who work in both an exempt and non-exempt position at the same time. The information gathered shows we still have a number of employees who are working in a non-exempt and exempt position at the same time thus being required to complete timesheets for both jobs in order to stay in compliance with Department of Labor regulations. This ongoing topic will be discussed at the next cabinet meeting.

- Professional Development Day for non-exempt employees will be held on June 16, 2011 at the West Campus in the Proscenium theater from 8:00 am – 5:00 pm

- Through the Employee Development system you can download Books 24x7 to your computer, iPad, Kindle and digital reader. Books 24x7 has added a new feature which will allow you to download audio books. More information regarding this feature will be added to the Professional Development page on the College’s Intranet site.
3. EMPLOYEE REPORTS

3.1 AFSCME Report – No report given at this time.

3.2 ACES Report – No report given at this time.

4. COUNCIL REPORTS

4.1 Board of Governors Report – Tim Kelliher

The meeting started by having a public hearing to get any comments and or questions answered on the Truth in Taxation- Notice of Tax Increase resolved prior to the board voting on the subject matter.

There was a Special meeting for voting on the fiscal year 2012 Property Tax Levies and the proposed budget for 2012. Dr. Bea gave a short presentation on how the property tax will affect the home owner in the coming year. Basically, on a home worth $100,000 dollar’s, the tax was set at $106.34. With the new increase that price would climb to $108.46 or $2.12 increase. However, when factoring in decreased property valuations and a decrease in secondary taxes, the average homeowner will end up paying less tax compared to this year. Both proposals were discussed and passed with 5-0 vote.

PCC is making attempt to close a major gap in funding by several means. First, by increasing the levy tax, increasing In-state tuition from $53.50 to $58.50, as well as Out-of State tuition, and finally by adding a tuition differential for high cost programs.

Other ways PCC is going to save money include implementing the following:

- Operating Budget Reductions
- Budget Sweeps
- Hiring Freezes
- Utilities Efficiencies and lease cost reductions
- Warehousing consolidation
- Administrative and Staff position elimination
- Capital Budget Reductions

During the Chancellor comments Dr. Flores emphasized the colleges new two year plan for 2011-2013. There are mainly five initiatives to take place in the coming years.

- Strengthen developmental education
- Improve the overall success of student learning
- Enhance course delivery
- Expand educational and workforce opportunities
- Enhance operations
In closing, the Chancellor made a public announcement thanking everyone that took an active part in helping the college close the major funding gap.

The next BOG meeting will be held at the District Office on July 13, 2011, 7:00 pm.

4.2 Campus/District Report(s)

No campus reports were given

5. OTHER BUSINESS

5.1 T-Shirt Money Collection

Historian Jorge Caballero collected money in BOG Representative Tim Kelliher’s absence.

5.2 Staff Council Flyer/Posters

Copies were distributed to the campus representatives for displaying at the campuses.

5.3 Employee Recognition Update

Chairperson Wendy Dosch and Historian Jorge Caballero shared a sample of the certificate that will be distributed to employees.

5.4 Fundraiser Update

The fundraiser is scheduled to be at California Pizza Kitchen. The week was discussed but no definitive date has been chosen.

5.5 T-Shirt Design Contest Update

Students enrolled in Dennis Landry’s Session B art class will design a t-shirt in honor of Gabe Zimmerman, highlighting his ideals and the PCC community. Entries from this class will be presented to a committee to discuss and select a winning design. The design will then be printed and sold by either PCC employees or PCC Bookstores. 100% of proceeds from the t-shirts sold will be donated to the Gabe Zimmerman Scholarship Fund at PCC. We have received the Chancellor’s support in this endeavor. August is the targeted month for this to be sold.

6. OPEN FORUM/QUESTIONS

A question was asked of Janet May concerning retaining employees for those filling grant funding positions. The issue surrounded those employees that are currently in a position but know a grant is ending and begin looking for positions elsewhere, thus leaving a grant with the need to fill a position only temporarily. Janet responded that at this time there were no plans to change the way it is set up.
7. ADJOURNMENT

Next meeting Thursday July 7, 2011 8:30 am – 10:30 am at the Northwest Campus — Community Room (A 207)