Members Present: Dee Burns, Dan Pinard, Cameron Purdie, Mykle Zoback, Donna Cohn, Amy Parker, Terra Benson, Chris Bonhorst, Linda Ellis, Chris Hauser, Jan Posz, Robert Ramirez, Irene Sherlund, Shani Stewart, Ranee Tanner, Wendy Turner, Sriura Weirich, Jennifer Wellborn, Tim Kelliher, Dana Brentt, Fatima Wilson, Jorge Caballero, Edie Pearson, Rose Bolz, Carissa Urbalejo

Excused Absence: Connie Phifer, Benetta Jackson, Shawn Graham, Carrie McLaughlin, Leslie Hollander

Unexcused Absence: Cindy Gomez, Mark Roybal, Christy Yebra

Non-voting Members/Visitors/Guests: Dr. Suzanne Miles, Deborah Yoklic, Janet May, Cheryl House, Kay Dodder

1. GENERAL MATTERS

1.1 Introductions
Introductions were made.

1.2 Agenda Modifications
None.

1.3 Approval of Minutes for February 3, 2012
The minutes were approved.

1.4 Public Comment and/or Questions
None.

2. BUSINESS

2.1 Provost Report –Dr. Suzanne Miles, Interim Chancellor

Dr. Miles shared the following:

- She has accepted the role of Interim Chancellor; however, Community Campus President will remain her “home position”. Staff council welcomed her to her first meeting as Interim Chancellor.

- An internal search is underway for the position of Acting Provost/Executive Vice Chancellor. The position was posted on 2/29/12 and will close 3/8/12.

- The position for Vice Chancellor of Information Technology was posted. Currently, Cindy Dooling serves as the Acting Vice Chancellor for Information Technology.
• The Pima Prep Academy program had some changes: There will be changes to the SPG document to allow students that are deficient in math (below 7th grade level) only to take for-credit courses, declare a major, and be eligible for federal financial aid. If students test below the standard in reading and/or writing, they will not be eligible to take for-credit courses until they complete the necessary Pima Prep Academy courses.

2.2 Liaison Report – Janet May, Vice Chancellor for Human Resources

Vice Chancellor May shared the follow recruitment statistics:

• 715 applications were received in the month of February with 68% indicating they applied directly from the PCC website; 24% from other websites and advertising referrals and 8% from employee referrals.

• 1411 applicants signed up to receive interest cards to date.

• 15 positions general, designated and restricted were filled with internal and external candidates
  o 47% from internal candidates and 53% external applicants. The year-to-date numbers are 36 positions hire with 33% from internal candidates and 67% from external.

Other updates from Human Resources included:

• Pima Jobs site is changing vendors. Currently, NeoGov is being used. The new vendor beginning in April will be People Admin. At the April Staff Council meeting, Vice Chancellor May will show a demo of the process. With the new vendor there will be a loss of the job interest cards. Tracking will still take place for the other statistics. Current information from applicants will not be migrated into the new. HR will be contacting applicants to inform them that they must re-enter their information.

• Regarding the concern of the percentage of temporary employees and the length a person is allowed to remain as a temporary employee: HR is staying on top of the “ripple effect” of hires that go through acting or temporary, so that vacated positions are filled promptly. Every two weeks a report goes to the campuses to report status of staff recruitment. Once approved by the BOG, a person remains available to a temporary pool for 18 months so HR can assist departments in peak time assistance of staff needs. HR also assists in looking to see if a temporary position should be converted to regular status. Regarding whether person moving from internally-funded to an externally or grant-funded position and then back if the external funding is eliminated: still in the Meet and Confer process.

2.3 Chancellor Report – Debbie Yoklic, Assistant Vice Chancellor

Assistant Vice Chancellor Yoklic had 3 SPGs to discuss:
• SPG 3105/BA – Noncredit Courses and Programs
  A new SPG has been created to make noncredit courses consistent across campuses. It also gives the campuses a system to provide noncredit courses, leaving Community Campus to coordinate them, but no longer administering everything. This should simplify the noncredit process.

• Revision SPG 3114/AA – Basic Skills Assessment, Orientation and Advising
  Orientation is recommended but not mandatory. The minimum assessment requirements are in place and consistent.

• Revision SPG 3601/AA – Admissions and Registration
  Diploma or GED transcripts will be encouraged, but not required. International records and transcripts must be properly translated and evaluated by the National Association of Credential Evaluation Services (NACES) before they will be accepted.

2.4 Foundation Scholarship Priorities – Cheryl House, Assistant Vice Chancellor

Assistant Vice Chancellor House offered a brief description of the PCC Foundation:

The PCC Foundation coordinates many funding sources internally for Pima, as well as, outside philanthropic opportunities available to students. The direct link http://www.pima.edu/paying-for-school/scholarships-grants/pcc-foundation/ takes you to the homepage for the foundation. From here students can search for scholarship funding opportunities. A payroll deduction was given in case members would want to make payroll deductions to a scholarship or program of their choice.

2.5 Campus Safety Concerns – Stella Bay, Chief of Police

From last meeting, it was requested that Chief Bay come to give an overview of campus safety and concerns. Chief Bay reported:

• Each campus has different safety issues and concerns, and Campus Security is available to help at any time. Call 2700 to contact a dispatch person 24 hours a day, who can contact appropriate security officers.

• All staff are encouraged to assist as the “eyes and ears” and feel free to report any suspicious behavior, along with as detailed a description as possible of the person, vehicle, etc.

• In the last few days Security, along with Tucson Police, has evicted the Occupy Tucson protesters from the park across from Downtown Campus. Their presence and inappropriate use of Campus facilities was becoming a major problem.
• Campus watch/Campus alerts are provided on the College web site: http://www.pima.edu/administrative-services/college-police/campus-alert-watch.html to alert the campuses of specific problems/concerns. If you feel threatened and cannot call 2700 or 911 directly, or do not want someone to know that you are requesting police assistance, use the code phrase “Dr. Cleo” to alert fellow staff that security should be called. The old code “Dr. Wilmot” will still be acknowledged.

• There is also the BAC (Behavior Assessment Committee) which deals with student issues like stalking, harassment, etc. It consists of Chief Bay, Dr. Sanchez, an attorney and other members of the campuses. They meet every other Tuesday to discuss problems/concerns.

• One of the PCC Police dispatchers, Carlos Valencia, has been working with the deaf community and will be conducting a workshop on March 21 at Downtown Campus to educate officers in how to deal with the deaf community. One example mentioned was the handcuffing of a deaf person since their form of communication is by using their hands. Police, fire and other agencies dealing this population will be on hand and all are encouraged to attend.

3. EMPLOYEE REPORTS

3.1 AFSCME Report – Maritza Borce

• Pima staff members were represented by ASCFME #449 at the National Day of Action at the state Legislature in Phoenix on March 1, 2012. There are several Senate bills pending or already passed that would adversely affect College staff, and everyone is encouraged to exercise their rights and contact their representatives regarding these issues. The proposals of greatest concern are: 1) allowing guns on campuses, 2) eliminating the ability to use payroll deduction for union dues, 3) eliminating collective bargaining rights, and 4) revoking release time for union representatives.

• Reminder that the AFSCME picnic will take place in Reid Park on March 17. Among other activities, there will be a Salsa contest and you can have your picture taken with the Heisman Trophy!

3.2 ACES Report – no report

4. COUNCIL REPORTS

4.1 Board of Governors Report – no report

4.2 Campus/District Report(s) – no report
5. OTHER BUSINESS

5.1 Fundraising Subcommittee update – Tabled for April meeting

5.2 Marketing Subcommittee update – Tabled for April meeting

6. OPEN FORUM/QUESTIONS

7. ADJOURNMENT

Next meeting: Friday April 6, 2012 8:30 am – 10:30 am at Community Campus — TV Studio