Staff Council Meeting Notes
Friday, January 11, 2013
8:30 am – 10:30 am
District Office, A-206

Members Present: Dee Burns, Dan Pinard, Laura Porfirio, Celia Tapetillo, Donna Cohn, Benetta Jackson, Delso Bosquez, Mic Bouley, Chris Hauser, Aleksandra Knezevic, Karyza Ochoa, Andrew Plucker, Jan Posz, Robert Ramirez, Mark Roybal, Shani Stewart, Wendy Turner, Sriura Weirich, Eric Welch, Jennifer Wellborn, Tanisha Arnett, Ron Cox, Tim Kelliher, Desiree Maultsby, Jorge Caballero, Gloria Majalca, Zeshan Siddiqui, Carissa Urbalejo, Dr. Dolores Duran-Cerda

Excused Absence: Mykle Zoback, Barbara Soto, Shawn Graham, Ranee Tanner, Amy Parker, Cindy Gomez

Non-voting Members/Visitors/Guests: Dr. Suzanne Miles, Dr. Jerry Migler, Janet May, Rose Bolz, Kay Dodder, Jason Brown, Deborah Yoklic

1) GENERAL MATTERS
1.1 Introductions
1.1.1 Introductions were made.

1.2 Agenda Modifications
1.2.1 No agenda modifications.

1.3 Approval of meeting minutes from December 7, 2012
1.3.1 The meeting minutes were approved.

1.4 Public Comment and/or Question(s)
1.4.1 No public comment and/or questions.

2) BUSINESS

2.1 Liaison Report – Vice Chancellor of Human Resources Janet May
2.1.1 Vice Chancellor Janet May shared the follow recruitment statistics:
2.1.1.1 1269 applications in December, 83% internal, 17% external. 2012 totals: 11,659 applications for a total of 218 hires, 31% internal, 69% external. Note: next year’s statistics will not include the Chancellor search, which is being conducted outside the process of Human Resources.
2.1.1.2 Meet and Confer process is underway and the first meeting is set for January 17th.
2.1.1.3 A review of the College Grievance procedure will be conducted by a committee headed by Dr. David Bea. The first meeting is set for February 1st at 3 pm. Contact Linda Ashenbrener to volunteer. Deadline for volunteers is January 25th.

2.2 Provost and Executive Vice Chancellor Report – Dr. Jerry Migler
2.2.1 Dr. Duran-Cerda is currently serving as the Acting Senior Assistant to the Provost.
2.2.2 Dr. Migler announced that the report to the Higher Learning Commission report was submitted December 20th. The last item to be collected for the report was measurement of student learning outcomes.
2.3 Interim Chancellor Report – Dr. Suzanne Miles

2.3.1 Dr. Miles shared the following:

2.3.1.1 The 10-year accreditation renewal final report has been submitted.

2.3.1.2 Debbie Yoklic has returned to District Office as Assistant Vice Chancellor.

2.3.1.3 As previously reported, representatives from the Higher Learning Commission of North Central Arizona Colleges and Schools will visit PCC on January 17 – 18, 2013. Their agenda, meeting times, and other information is available on the Web. This visit is being treated as an audit.

2.3.1.4 The Chancellor search is proceeding well; final candidates will be announced the week of January 21st. Public forums will be held so anyone interested can hear from the candidates.

2.4 Social Media Report – Keith McIntosh, CJ Karamargin, Louis Glogoff, and Paul Schwalbach

2.4.1 The 2013 College Plan calls for improving communication with the larger community. The Public Information Office has addressed this task by forming a working group on Social Media. PCC is currently the only community college in Arizona without a social media presence. The Human Resources Office is also working to develop Standard Practice guidelines to help staff and students negotiate social media. Some issues being considered are: security and privacy issues and the need to have consistency in messages from the College. The committee has been working since October to develop appropriate ways to use social media. Some units, such as student groups, already have a presence on Facebook, and some grant-funded programs are required to use social media. These avenues will be integrated into the eventual College site, which will present a unified source representing the whole College (each campus would not have its own Facebook page). Implementation will be selective as parts are developed and approved. We will start with Facebook, but there are many venues and much potential to have direct communication with the community that is not filtered through the (sometimes unsympathetic) news outlets. One advantage is that social media is interactive. If students or community members have questions, the College should be able to respond immediately. We will try for implementation this Spring/Summer, but the new Chancellor needs to be on board and involved in the process. Contact CJ Karamargin, Paul Schwalbach, Louise Glogoff, or Keith McIntosh for more information.

2.5 Staff Council new member orientation overview – Wendy Turner

2.5.1 An overview of the function and process of Staff Council was presented. It was noted that a primary aspect for our function is to “provide a forum where staff issues and common concerns can be discussed, information shared, and actions taken.”

2.6 2013 Staff Council meeting dates discussion

2.6.1 All Staff Council meetings will take place at the District Office in room A-206 with the following exceptions: June 6th will be at the Downtown Campus, July 11th at the Desert Vista Campus, August 1st at the West Campus and December 6th Desert Vista for the end of year celebration.

2.7 Election of officers

2.7.1 The following officers were elected for the 2013 year:

Chair-elect: Chris Hauser
Secretary: Donna Cohn
Roll Keeper: Desiree Maultsby
Board of Governors Representative: Gloria Majalca

These officers join the following:

Chair: Mykle Zoback
Historian: Jorge Caballero
Board of Governors Representative: Tim Kelliher
Immediate Past Chair: Wendy Turner

3) EMPLOYEE REPORTS

3.1 AFSCME Report – Rose Bolz, AFSCME Representative
   3.1.1 Meet and Confer has begun. Updates will be provided soon.
   3.1.2 Dr. Sylvia Lee, the newest member elected to the Board of Governors, had been endorsed by ASFCME.
   3.1.3 The holiday toy drive was a success.

3.2 ACES Report — Jason Brown, ACES President
   3.2.1 The Board of Governors has indicated it will consider financial impact issues for employee during Meet and Confer.
   3.2.2 The Barbeque events held at the campuses for military families reached a new high. Over $5,000 was raised. A check presentation ceremony is being planned.

4) COUNCIL REPORTS

4.1 Board of Governors Report – Tim Kelliher
   4.1.1 Public Comment: New testing practices were questioned. The citizen’s group C-FAIRR is still concerned about the harassment allegations and the way the investigation is being conducted. A student requested a return to open enrollment and to remove the entrance examination.
   4.1.2 New Board member Dr. Sylvia Lee said that her main goal in running for the Board was to improve our objectives and reinstate open enrollment.
   4.1.3 The PCC Foundation director, Dennis Holden, gave a presentation about their scholarships. The Foundation has $7.2 million in assets and administers all College scholarships.
       4.1.3.1 The Gabe Zimmerman scholarship fund has raised a total of $44,000.
   4.1.4 The Aviation program was given a gift of a 727 aircraft by FedEx, the second one given to the College.
   4.1.5 Nancy Sorenson, President of Student Development, discussed online courses. Previously, students who were only enrolled in online courses had a different status; from now on they will be treated the same as other students.
   4.1.6 Board Policies regarding copyright, harassment, and EEO/ADA nondiscrimination are being revised or combined.
   4.1.7 The College is in sound financial shape, with $23.9 million in net assets. There has been some (expected) decrease due to lower enrollment. Total College assets are $241.4 million, reflecting some normal depreciation of facilities and equipment.

4.2 Campus/ District Report(s) and Updates – none

5) OTHER BUSINESS – none

6) OPEN FORUM/QUESTIONS -- none
7) ADJOURNMENT

8) Next meeting: Friday, February 1, 2013
8:30AM – 10:30AM
District Office, A-206