



Staff Council Meeting Minutes

Friday, July 9, 2021

8:30am-11:00am

Google Meets, Virtual

Jon Wesley, Staff Council Chairperson – Meeting Facilitator

Attendance:

VOTING MEMBERS

Roxanne Brumitt

Manny Carrillo

Adelita Cortez

Shari Dill

Sharon Eisenmann

Kathleen Hernandez

Denise Kingman

Michael Lopez

Martina Macias

Charlene McConnell

Dorothy Netherlin

Denise Quijada

Christopher Rodriguez

Guadalupe Serrano-Villela

Celia Tapetillo

Sabrina Templeton

Francine Tupiken-Ruelas

Jon Wesley

Fatima Wilson

VOTING PROXIES

Jon Wesley for Lucy Simpson

Maira Rodriguez for David Donderewicz

Nadine Sotomayor for Seana Chaves

Quatfa Chuffe-Moscoso for Maria Malloy

NON-VOTING MEMBERS

Elvia Bow

Gloria Coronado

Quatfa Chuffe-Moscoso

David Dore

Evan Goldberg

Ricky Gonzalez

Keri Hill

Hilda Ladner

David Parker

Carleen Thompson

Michael Tulino

VOTING MEMBERS

Not in Attendance:

Brittany Hart

Ricardo Gutierrez

General Matters

- Welcome & Introductions
- May & June Minutes Approved

Business Reports

- **Human Resources: Carleen Thompson, Assistant Vice Chancellor for HR**
 - Training area the following courses are set for completion:
 - Overcoming unconscious bias in the workplace
 - Overcoming your own unconscious bias
 - Understanding unconscious bias
 - Contact Tina Neil's Group in organizational effectiveness & development for more information.
 - Classification and Compensation Study
 - Class & Comp Study is on schedule. Summary report from Segal Group expected mid Fall semester.
 - Staff Position Review
 - Once job descriptions are complete, the Segal team will begin to identify survey job matches in published compensation surveys such as CUPA-HR surveys and other general industry surveys. This process will continue through the end of Summer.
 - Faculty Compensation Review
 - Segal is developing the methodology for the market assessment. This includes a review of current compensation data and published compensation survey results for identified peer institutions.
 - Once the methodology is finalized and reviewed with PCC's Compensation and Classification team, we will then review and seek input from the Faculty Steering Committee. We anticipate this will be ready over the summer
- **Environmental Health & Safety: Ouatfa Chuffe-Moscoso, Director EH&S**
 - No additional Covid-19 info.
 - August - OSHA celebrates Safe & Sound week August 9-15, 2021
 - Safety Committee planning a safety contest as well as a banner signing event to promote safety - Deans and administrators will be contacted for details.

- **IT: Updates - Evan Goldberg - Deputy Chief Information Officer**
 - Work from anywhere initiative. New standard of laptops with docking stations with multiple monitors for hybrid employees. Needs will be determined at department level.
 - The IT “Team Dynamix” ticketing system (available now at service.pima.edu) is being expanded to include other areas to create other service management systems for employee facing areas.
 - Global microchip shortage is hindering equipment acquisition. 1300 laptops have been delayed until December. Workarounds are being explored.
 - 15 Hyflex classrooms are being developed with high end video conferencing systems. These will accommodate both in person and remote learners at the same time.
 - Work ongoing with Centers of Excellence, (Automotive, Aviation, Advanced Manufacturing, Public Safety, and Allied Health) deploying new technology in classrooms, conference areas, and lab areas.
 - Video management software deployed - Panopto - will allow video editing and storage for use internally and in the classroom.
 - Major project to upgrade fiber optic network between campuses.

- **Provost’s Office:**
 - **Fall planning message from Dr. Dore - President of Campuses and Executive Vice Chancellor**
 - A message is coming from the Chancellor’s office for returning in the Fall next week. CDC has set new guidelines that students and faculty that have been vaccinated, do not need to wear masks.
 - Thanks to everyone for the work done during the pandemic. Requests to work remotely will be considered by individual supervisors. Employees that need special accommodations related to family or medical conditions can contact the employee service center.
 - Plexiglass has been installed in all front facing areas as well as the ongoing installation of Synexis air purifying devices in the classrooms, prioritizing the more confined spaces.
 - Facilities have increased the frequency of the HVAC filter changes.
 - More friendly COVID-19 signage coming.
 - EH&S has distributed classroom cleaning caddies to all campuses.
 - Custodial services have been beefed up.
 - If PPE is needed, that is ready to be distributed.

- **Provost Report - Hilda Ladner - Diversity Equity and Inclusion Officer**
 - **Café con Leche & Tea with the Provost and Vice Provost**
 - Just drop in using the link in the Provost's report
 - **Assistant Vice Chancellor for Curriculum Quality Improvement (Acting)**
 - Wendy Weeks has been selected as the new acting ACV of CQI
 - **Summer Course Evaluations**
 - **Survey of Entering Student Engagement (SENSE)**
 - **Distribution of HEERF3 funds**
 - PCC received \$19,906,024
 - Must be paid out by June 2022
 - About 18,000 students eligible
 - Selection criteria and links in Provost's report
 - **Curriculum and Quality Improvement (CQI)**
 - The Curriculog, curriculum management system, is active again on July 1 with new and improved forms, streamlined processing, and incorporates all of the lessons learned from our first year using it.
 - Training Links in the Provost's report.
 - **Faculty Services & Resource Centers**
 - **PCC at the AZ Women in Higher Education Annual Conference**
 - Several presentations were given by members of the PCC community
 - **Earn to Learn**
 - **Educational and Facilities Master Plan**
 - The Governing Board has approved this preliminary report
 - **AMATYC Project Announcement**
 - **Diversity Equity and Inclusion - Shared Equity Leadership Suggested Reading**

- **Facilities: Dorothy Netherlin - Support Coordinator**
 - Seventy (70) pallets of Synexis units to be installed. A big push to get them installed in their locations is underway.

- **Committee/Work & Task Group Representatives:**
 - **All College Council (ACC):** No Updates
 - **Benefits Work Group:** No Updates
 - **Enrollment Management Committee:** No Updates
 - **AERC-All Employee Representative Council:** No Updates

- **Finance: General Updates – Keri Hill, Executive Assistant EVC's Office - Finance & Administration**
 - New Fiscal year starting up.

 - For detailed information on the Higher Education Emergency Relief Funds (HEERF) please see the Finance and Administration Update

College Business

- No APs or BPs presented
- **Employee Groups Report**
 - ACES Report: Update - Elvia Bow
 - ACES Welcome for new fiscal year
 - New members
- AFSCME – Ricky Gonzalez

Open Forum and Discussion Topics – Staff Council and Guests

- No Comments

Staff Council Business: Updates -

- ELT Representative Area Reports-Constituent Feedback – No updates
- Governing Board Update - Michael Lopez, Governing Board Representative-
- Sub-Committee Reports -
 - Bylaws Committee - No updates
 - Election Committee - Jon Wesley, Election Committee Chair - Verification of nominees is coming to a close for the upcoming election for cabinet positions. Ballots should be available shortly.
 - Communications and Outreach Committee - No updates
 - Treasury – Fatima Wilson, Treasurer - No updates

Meeting Adjourned

**Next Meeting:
Friday, August 6, 2021 8:30-11:00 am
Virtual, Google Hangouts**