

PCC Staff Council Meeting Minutes

Date: September 5, 2025

Time: 8:30 a.m. MST

Location: Google Meet

Attendees: Alma Yubeta, Ana Townsend, Andrew Min, Audrey Keefe, Benito Sanchez, Carolyn Redman, Chris Apodaca, Christina Harbour, Christopher Rodriguez, Cody Watts, Danielle Johnson, David Bea, David Parker, Denise Reilly, Don Harp, Donovan Wagner, Eric Strong, Erika Elias, Francine Tupiken Ruelas, Himelda Davidson, Ian Roark, Isaac Abbs, Jade Peña, Janelle Volkenant, Janet Rico Uhrig, Jason Brown, Jennie Peterson, Joi Stirrup, Jonas Camp, Juanita Bonillas, Katie Joyce, Keri Hill, Kristy Snowden, Lizette Arellano, Lorenzo Trevino, Magdalena Castillo, Maricruz Ruiz, Melissa Stoddart, Michael Tulino, Michelle Burt, Miguel Mora, Natalie McConnell, Robert Lane, Sarah Jayne, Stephanie Smead, Susan Ho, Suzanne Desjardin, Tina Neil

Meeting Overview

- Approved August 2025 Staff Council meeting minutes (16 approvals, 1 abstention).
- Facilities update included retirements, vendor accountability efforts, and progress on major projects (FIT Lab, BCT Living Learning Lab).
- IT reported 91% completion of Windows 11 upgrades, progress on key card transition, and rollout of LastPass password manager.
- HR announced a new Director of Organizational Effectiveness and Development starting September 22, and reminded staff to enter 2025 goals in MyCareerCenter.
- Discussion on hosting a Staff Council professional development event in December/January or Summer 2026; survey to be developed for staff input.
- Policy updates reviewed: risk management, email, short-term disability (shortened elimination period), and ethical standards/conflict of interest (including protections for minors).

Motions and Voting Record

Motion	Outcome	Vote Count
Approval of August 2025 meeting minutes	Approved	16 in favor, 1 abstention

Call to Order

The meeting was called to order at 8:10 a.m. by Chair Cody Watts. Roll call was conducted by Himelda Davidson, serving as proxy.

Approval of Previous Minutes

Christopher Rodriguez reported that the August 2025 meeting minutes were approved by survey vote (16 in favor, 1 abstention).

Business Reports

Facilities (Benito Sanchez)

- Announced retirements of Mike Baker (Director of Campus Operations) and Donna Baker (Manager of Work Control Division). Duties redistributed without service disruption.
- Ongoing challenges with custodial vendor ABM; weekly monitoring and corrective measures implemented.
- FIT Lab project (Downtown Campus, M Building) scheduled for February 2026 completion.
- BCT project at 75–80% completion; Living Learning Lab phase to be completed in December 2025, ready for Spring 2026 classes.
- Monitoring of speeding incidents in fleet vehicles; corrective policy measures forthcoming.
- Card reader transition in partnership with IT.

Information Technology (Isaac Abbs & David Parker)

- Windows 11 upgrades 91% complete.
- Card reader/key access transition in progress at Desert Vista, moving next to East Campus, then M&S, and Downtown.
- LastPass password manager available for staff and families starting September 8, 2025.

Human Resources (Tina Neil)

- Supervision in the 21st Century program is open for enrollment.
- NEOED platform implementation underway; training planned for end of Fall 2025.
- New Director of Organizational Effectiveness and Development to begin September 22.
- Staff reminded to enter 2025 goals into MyCareerCenter ahead of performance reviews.

Academic Affairs (Dr. Ian Roark)

- Reported on United Way Cradle to Career initiative, focusing on K-12 engagement, college pathways, and workforce outcomes.
- Emphasis on Guided Pathways implementation with focus on first-year experience and career codes.
- Concern expressed over 70% decline in transfer rates to the University of Arizona; partnership underway to address.
- Highlighted \$3.2 million Arizona Commerce Authority grant supporting FIT Lab project.

Finance (Dr. David Bea)

- Fitch reaffirmed the college's AA-revenue bond rating and AA+ issuer rating.
- Federal grants: one discontinued, others reaffirmed; CC Campus childcare grant at risk.
- College monitoring federal funding and policy changes affecting SNAP benefits and student retention.
- Chancellor and cabinet goals to include \$4 million reduction in operating expenses through attrition and expense management.
- Annual audit process underway.

College Business

Review of three draft policies (risk management, electronic email, APS update). Staff were encouraged to submit questions following review.

Staff Council Business

Reports provided on Governing Board, All College Council, AERC, Benefits Working Group, Bylaws and Elections, and the introduction of new member Magdalena Castillo.

Professional Development Event Discussion

Proposal to host a half-day professional development event for staff in December 2025, January 2026, or Summer 2026. Suggested topics included safety, benefits, NEOED, and AI initiatives. Survey planned for staff input.

Open Forum

David Parker introduced a new Director of Compliance, Michelle Tong, with extensive legal experience.

Adjournment

The meeting adjourned at 9:16 a.m. The next meeting is scheduled for October 3, 2025.