

**All College Council
Minutes
February 17, 2023, 9:00 a.m. - 10:30 a.m.
Virtual Via Google Meet
<https://meet.google.com/bbp-stzk-xzi?authuser=0>**

[Video](#)

1. **Welcome/Introductions**, Sean Mendoza, ACC Chair- All attendees provided their names and what areas they represent in the chat. Attendees- David Donderewicz, Dorothy Netherlin, Francine Tupiken Ruelas, James C. Johnson, James Craig, Jeff Silvyn, Jon Wesley, Phil Burdick, Sean Mendoza, Sean Mendoza's Presentation, Wright Randolph

2. [Approval of January 2023 minutes](#) January minutes were approved.

3. **All College Council page on Google Spaces**

<https://mail.google.com/mail/u/0/#chat/space/AAAEnT8l2Y>

Phil Burdick provided information on the ACC Google Spaces page that was created. The Google Spaces page was created so All College Council members can work online during the month before the monthly meeting. The goal is to do a lot of the debating, ask questions, and do things during the month. This would allow our meetings to have more space for presentations and be able to vote on things more quickly, as deliberations would occur in Google spaces before the meeting. You can add things like attachments, i.e., revisions to the All College Council of AP. Kudos to Sean Mendoza for providing spaces to the All College Council. Sean would like presenters to make sure that they have a definitive ask of the ACC.

4. **Update Faculty Profiles on Class Schedule - Phil Burdick**

Phil updated the ACC on a working group meeting to put faculty profiles on the class schedules. The meeting takes place on 2/22/2023 and involves IT, catalog folks and faculty. Phil will report back on next steps.

Sean Mendoza would like to adopt feedback on each agenda. He is hoping this would engage all ACC members, especially the student representatives. The feedback is key in creating changes college wide.

5. **Shared Governance Presentation - Jeff Silvyn, General Counsel, Vice Chancellor for Legal Affairs**

Jeff talked about the shared governance model at Pima. Pima Community College has established the All College Council, Faculty Senate, Staff Council and Student Government, and then there's additional committees and working groups. We have procedures in place for how different kinds of policies and procedures are developed for Pima and who participates and what kind of input they get. However, some of these groups are not actually identified anywhere in policy or procedure, which seems like a

fairly significant oversight.

There is a Board policy on shared governance, BP 1.06. All College Council is mentioned in that policy. There's another Board policy about Personnel Governance 1.25 which sets up how the All Employee Representative Council works. But you won't find anything about the Faculty Senate or Student Government or Staff Council. So, it seems like we have a significant gap where our policies and procedures don't totally reflect the system that we have.

Jeff also talked about the origins of the All College Council and the need to clarify its role in the shared governance structure. We want to make sure all of our policies and procedures are up to date and align with what we're doing as we go into the HLC re-accreditation assurance process.

Jeff asked the ACC to put together a working group to look at these issues. It needs to have membership across the different areas of the College.

James Craig asked for clarification on the project task. Jeff said one deliverable is to make sure the APs on governance are up to date as well as any revisions to Board policy. August of 2024 would be a reasonable date to complete this. Jon Wesley motioned to put forward a working group committee. Dorothy Netherlin seconded the motion. Jim Craig brought up Jon Wesley's passion for this and asked if he is willing to chair the committee. Jim will Co-Chair. Jon Wesley accepted if the group was in accordance. Sean Mendoza accepted Jon Wesley as chair and Jim Craig as co-chair. Jon and Jim would meet early the following week Monday, February 20, 2023, and share what they found with the broader group. Jon and Jim will create a charge document. Jon, Jim and Jeff will meet after that and go over the document. Sean tasked Francine with creating governance spaces. Jeff's presentation on Shared Governance was shared in ACC's Google Spaces.

- a. Best Governance groups not identified in Policy BP1.06, 1.25 (Faculty Senate, Student Senate or Staff Council)
- b. All college council BP 1.06 to be revised for what it does and clarify relationships between ACC and other groups
- c. **Big Ask:** Pull together a working group of stakeholders on Governance (ACC). ACC coordinated the effort of Governance at the College. (Project plan)
- d. **Deliverable:** Update of APs on Governance, Revision of board policies.
 - i. Low-hanging fruit: Align what we have now with Policies,
 1. What are the gaps- Temporary employees representation is not as robust as for regular employees.
 2. Key issues
 3. Deliverables
 - ii. Purpose, Documentation and Measure to ensure we are in compliance with our HLC requirements.
 - iii. Make recommendations on how we should be governed
 - iv. Metrics of success to inform our success
- e. Timeline
 - i. Organize in the Spring, input/implement in the fall

- ii. End of next academic cycle
 - iii. Beginning of Fall 2024???
 - f. Jon and Jim (co-chair) will lead the charge on this initiative, communicate via Spaces and report back to us. Spaces have been created and Jon Wesley and Jim Craig have been created as the space maker managers.
- 6. DFW Project - Future updates- Jim Craig-** has been delegated to the Chancellor's or Provost's goal subgroup. Could have a report from that subgroup, but ACC doesn't have any work in accordance with the DFW Project at this point. Jim Craig offered to be assigned to this group as he is on the subcommittee and can provide updates to the ACC.
- 7. ACC Board Policy Revisions - All**
[REVISED All College Council Board Policy](#)
- a. Action item: Provide feedback by March 3rd- This is related to a college-wide effort to update all of the Board Policies, especially ahead of HLC re-accreditation. Sean recommended ACC members finish suggested revisions, recommending a final document and moving that on in the process. Sean provided two weeks for all ACC members. Jon and Jim will provide an update to the ACC at our March meeting.
- 8. Committee Goals**
- a. Defining Shared Governance more clearly and how it applies to the College
 - b. Clearly defining the scope and purpose of ad hoc committees and work groups- Refine b to just incorporate the ask that Jeff made of the ACC, so that is front and center. Jon and Jim revise and not lose sight of A and B. Keep those up there to see the metric and ensure that ACC meets its goals.
 - c. Institution-wide work on reducing DFW rates
 - d. More robust ways of continually gathering and sharing the voice of students
- 9. Open Forum**
- a. **Pima Card IDs** - Dorothy brought up in staff council that getting employee badges is still taking a long time. She suggested maybe HR hand out employee badges at new employee orientation. Another suggestion by Dorothy is having Brandee talk to the different groups and gather input to bring back to her team. Jim Craig brought up that campus police sometimes have to open doors for employees who do not have an employee badge and some employees have been waiting months for access.
- 10. Adjournment-** Sean Mendoza made a motion to adjourn. Jim Craig motioned the adjournment and Dorothy Netherlin seconded the motion. Meeting adjourned at 9:54 a.m.

Updates to Projects of Interest (via Spaces):

- DFW - Jim

- Faculty Profiles - Phil
- Governance - Jon and Jim (Co-chair)- Dorothy Netherlin was added to the Governance spaces- https://mail.google.com/mail/u/0/#chat/space/AAAAZyo5E_Y