

**All College Council  
Agenda  
December 16, 2024, 1:00 p.m. - 2:30 p.m.  
Virtual Via Google Meet  
<https://meet.google.com/gqd-pjki-opd>**

1. **Welcome**, Jim Craig, Chair
2. **Approval of Minutes**, All
3. **Input from the Chancellor on Communication or other initiatives for the ACC Retention and Persistence**, Chair Jim Craig, Vice Chair Denise Reilly, Phil Burdick
4. **Debrief on HLC Visit and Feedback**, All
5. **AERC Updates**, Makyla Hays, Susan Kramer, Aurie Clifford
6. **Roundtable and Action Items** - All

## **All College Council Meeting – December 2024**

### **Attendees:**

Adrian Corona (Student Senator, West Campus), Aurie Clifford (AERC Representative), David Donderewicz (Executive Director, Office of Financial Aid and Scholarships), Denise Reilly (Faculty Senate President), Edgar Soto (VP Desert Vista Campus), Erika Elias (Chair, Staff Council), Francine Tupiken Ruelas (Coordinator, External Relations), James Craig (Committee Chair), Mahriza Pinon Manriquez (Student Senator, West Campus), Phil Burdick (Chancellor's Representative), Sean Mendoza (Adjunct Faculty Representative), Suzanne Desjardin (Vice President, Student Affairs), Valerie Vidal-King (Director, Student Engagement).

**Not in Attendance:** Chancellor Dr. Jeffrey Nasse

### **1. Welcome and Introductions:**

- Chair Jim Craig welcomed all attendees and noted absences, including the Chancellor who had a scheduling conflict and Vice Chair Denise Reilly (who was triple-booked but planned to join later).
- Introductions.

### **2. Approval of Minutes:**

- Motion to approve November minutes made by David Donderewicz; seconded by Erika Elias.
- Minutes approved unanimously.

### 3. Chancellor's Input on Communication Initiatives:

- The Chancellor emphasized the importance of **Goal 3: Improve Communication** across the institution when he attended the ACC meeting in November.
- Council members were tasked with collecting feedback from their constituents regarding:
  - What communication methods are working well.
  - Areas for improvement or challenges.
- Members should bring back one key communication issue to the February meeting for focused discussion and potential improvements before the end of the year.
- Students concerned about the overuse of email and potential communication overload for students.
- Need for a centralized communication hub.

### 4. HLC Visit Debrief:

- **Positive Highlights:**
  - **Increased Student Participation:** The College appreciates extensive student involvement in an HLC visit, especially in discussions on Criteria Areas 1, 2 and 5. Students actively discussed the new AI policies and their impact on learning with the HLC.
  - **Student Sessions:** About 20 - 30 students attended student sessions, providing valuable insights on grade dispute processes and institutional policies.
  - **Campus Visits:** Edgar Soto said the visits to East, West, and Desert Vista Campuses went well and were well-attended. In the Downtown Campus session, Edgar said answers to HLC questions around dual enrollment and adjunct faculty processes and evaluation. HLC reviewers were complimentary of the campus visits and the engagement levels observed.
- **Challenges and Areas for Improvement**
  - **Scheduling Issues:** Last-minute changes to the schedule made it difficult for some staff to participate.
  - **Staff Input Concerns:** In criterion sessions, questions were often directed toward administration, limiting the staff's ability to share their perspective.
  - **Condensed Sessions:** Logistical changes led to shorter sessions, preventing the College from fully showcasing its accomplishments.

### 5. AERC Updates:

Presented by Aurie Clifford, filling in for Susan Kramer:

- **Policy Development:**
  - Drafting guidelines for sick time for temporary employees.
  - Developing a “hard-to-hire” SOP for roles that are difficult to fill.
- **Employee Support:**
  - Advocating for mechanisms to support internal growth and leadership opportunities.
  - Addressing concerns about the lack of pathways for employees without formal supervisory experience to advance into leadership positions.
- **Sick Leave Concerns:**
  - Investigating inconsistencies in how sick leave abuse is interpreted and enforced across departments.
  - Proposing clearer definitions and more consistent guidelines for supervisors.
- **Employee Handbook Reorganization:**
  - The handbook will be reorganized to make policies and procedures more accessible.
- **Strategic Planning:**
  - Conducted a survey to identify priority areas for different employee groups, including faculty, adjuncts, and hourly staff.
- **Succession Planning:**
  - Exploring internal growth strategies, including 360-degree reviews for supervisors
- **Call for Participation:**
  - Employees are encouraged to submit concerns via the AERC form on the College website.

## 6. Roundtable Updates:

- **Student Affairs (Suzanne Desjardin):**
  - Winter social for Student Affairs teams was successful.
  - Efforts continue to close equity gaps for Latinx, Native American, and African-American male students.
  - **Super Saturdays** are scheduled to assist students with enrollment and resources.
  - **Spring Semester Incentives:** The Pima Foundation is sponsoring tuition support or laptops for students who register for spring.
  - **Peer Mentor Training:** New mentors will undergo mental health training provided by Dr. Sylvia Lucen Romero and Carla Garcia.
- **Student Senate (Mahriza Pinon Manriquez):**
  - The Student Student Senate is drafting a proposal to present to the Governing, advocating for ARC food pantry funding across all campuses.
- **External Relations (Francine Tupiken Ruelas):**
  - The College hired its first social media specialist, **Elena Makansi**, to enhance community engagement and prospective student outreach.
- **Financial Aid (David Donderewicz):**

- The 2025/26 FAFSA opened earlier than usual, resulting in 3,000 applications submitted to date.
- **\$21.2M disbursed** to 7,300 students so far.
- **Professional Development (Edgar Soto):**
  - Eric Thompson is facilitating communication and leadership training for staff.
- **Staff Council (Erika Elias):**
  - Staff Council elections are underway.
  - Ongoing collaboration with campus coaches to provide accessible training opportunities.

## **7. Communication Improvements:**

- Discussion postponed to allow for more participation later in the meeting.
- Suggestions included:
  - Adding communication-related modules to student orientation.
  - Providing self-paced videos on essential communication channels.

**Action Item:** Members to return in February with feedback on one communication challenge from their area.

**Meeting Adjourned:** 2:35 p.m.