

STAFF COUNCIL MINUTES

Friday, March 4, 2022
8:30am – 11:00am
Virtual, Google Hangouts

Attendance:

VOTING MEMBERS

Roxanne Brumitt

Adelita Cortez

Stephen Ebel

Erika Elias

Raphael Gill

Kathleen Hernandez

Michael Lopez

Sabrina Lovato

Charlie McConnell

Dorothy Netherlin

Lucy Simpson

Francine Tupiken Ruelas

Jon Wesley

Kathleen Budway

Manny Carrillo

Shari Dill

Joseph M Forish

James Johnson

Erica A Martin

Denise Quijada

Christopher Rodriguez

Celia Tapetillo

Fatima Wilson

PROXIES

Proxy Rebecca Abel for Denise M Kingman

Proxy Mireya Escamilia for Wendy Scheder-Black

Proxy Keri Hill for Seana L Chaves

Proxy Christopher Rodriguez for Guadalupe Serrano-Villela

Proxy Christopher Rodriguez for David A Donderewicz

NON-VOTING MEMBERS

Chancellor Lee Lambert

David Bea

Gayle Bell

Quatfa Chuffe-Moscoso

Tom Davis

Dolores Duran-Cerda

Evan Goldberg

Hilda Ladner

Bruce Moses

Morgan Phillips

Irene Robles-Lopez

Rebecca Abel

Elvia Bow

Gloria Coronado

Suzanne Desjardin

David Dore

Mireya Escamilia

Keri Hill

David Parker

Ana Rodriguez

Kate Schmidt
Carleen Thompson
Janette Valencia
Maria Vasilieva

Michael Tulino

Not in Attendance:

Seana L Chaves

David A Donderewicz

Denise M Kingman

Milo Mazanec

Wendy Scheder-Black

Guadalupe Serrano-Villela

- **General Matters..... 8:30am**
 - Welcome & Introductions
 - Guests please say Hello in the Chat
 - Roll Call - Charlie McConnell, Roll Keeper - Conducted Attendance
 - Minutes Status Update - Erica Martin, Staff Council Secretary
 - December 23 and January were approved and sent forward 2/22
 - February minutes have 18 votes. Will send another request
- **Business Reports 8:45am**
 - **Chancellor's Office: – Lee Lambert, Chancellor**
 - -Discussed components of the digital era, moving from an industrial era to a digital era.
 - Presented three questions - Where is the puck going? What problems are we trying to solve and what are the data telling us?
 - Pandemic impact on enrollment
 - Staffing, budget, enrollment are impacted.
 - Discussed the health benefits/policies that are helpful to employees.
 - Discussed - work from home.
 - Discussed - LGBTQ+ initiatives/work.
 - Employee question - Is there some revenue from Prop 207 if any, as employees are impacted by realities of external situations/increases.
 - Chancellor responded - working with current realities and class and comp data.
 - Employee question - What campuses/workforce reductions procedures would be focused on if/when 2025 the College is negatively impacted.
 - Chancellor responded
 - College identities, HR procedures that are in place/reviewed, technology tools, partnership with high schools.
 - Employee question - Could you elaborate on those in the workforce and educating this population?
 - Chancellor responded - mobile tech, AI, and other relevant technologies.
 - Do you also see us going into worksites to offer relevant classes to those in the workforce here in AZ? if not globally?
 - Chancellor responded -In progress.
 - President of Campuses: – See Update in Packet

- [President of Campuses](#) - Dr. Dore asked for questions - none posed
- Provost's Office: – Dolores Duran-Cerda, Provost
 - Provost's Report - see report link
 - [Provost's Monthly Update](#)
 - Vice Provost Dr. Mitchell has left and discussed Fall schedule, Women's History Month, Cafe Con Leche, Provost virtual Office Hours, World Wide Teach In for Climate and Justice, STEM Family Night. Provost Duran-Cerda asked for questions - none posed.
 - IT: Updates: – Evan Goldberg, Deputy Chief Information Officer
 - Update - three items
 - Discussed - IT Security/Phishing and Education on it.
 - David Parker encouraged completion of training.
 - Discussed - Network Upgrades.
 - Discussed - Printer consolidation - Thanked Roxanne Brumitt and Rafael Gill for help.
- Human Resources: – Carleen Thompson, AVC Human Resources
 - Update
 - College Directed Training - complete by March 15th at 65% completion, DEI training being developed, 71% of employee evaluations completed, and 14% in progress- need completion by March 11, 2022. SR HR business partner search, and EEO analyst search.
 - Class and Compensation Study in progress - no questions.
 - [HR Updates for Staff Council](#)
- Facilities:
 - Environmental Health & Safety: – Ouafra Chuffe-Moscoso
 - Safety Report
 - Discussed mask, testing for exposure (cases declined), K95 masks, employee changes (losses and new employees) - send questions to Ouafra Chuffe-Moscoso or ehs-info@pima.edu
- Finance, Admin, & Staff Council Liaison: – David Bea, Executive Vice Chancellor-Finance & Administration
 - Annual Audit Cycle – favorable; see report.
 - College Budget -
 - Discussed - Expected revenues with expected expenses are the focus. Please view the study session with the Board for more information.
 - Expenditures: initiatives will be presented to Board
 - Revenues - Tax revenues and Prop. 481 could support expenditures.
 - Would like if the Staff Council could identify Professional Development activities for staff. Will further discuss with the officers.
 - [03.04.2022 Finance and Administration Update to Staff Council](#)
- Committee/Work & Task Group Representatives:
 - All College Council: – New Rep, Security, Signage.
 - Jon Wesley - LGBTQ+ initiatives, Erika Elias - Newly Elected Governing Board Representative, Improved Security Measures.
 - Benefits Work Group: – No message.
 - Enrollment Management Committee: – No message.
 - AERC-All Employee Representative Council: – No message.

- **Employee Group Reports 10:15am**
 - AFSCME Report: No Report at this time.
 - ACES Report: No Report at this time.
- **Open Forum and Discussion Topics (Staff Council and Guests)**
 - Guests - None.
 - Staff Council Members: –
 - Fatima Wilson - acknowledged Erica Martin and Black History Month work.
 - Fatima Wilson - requested update to questions sent to Carleen Thompson about position locations for Enrollment Advisors. Not addressed at this meeting per Jon Wesley.
- **College Business..... 10:30am**
 - A.P. - 2.11.01, Maria Vasilieva, Program Manager - Institutional Research, Planning & Research.
 - Research Applications - Discussed the ability and process for faculty to apply to have research approved. Jon Wesley added context and suggestions to the committee. Gloria Coronado from Information, Security and Records - added comment - reach out at gcoronado@pima.edu or IT request
- **Staff Council Business 10:45am**
 - Representative Reports: – Constituent Feedback
 - Governing Board Update: – Dorothy Netherlin, Vice Chair - Staff Council
 - Erika Elias was elected to serve as the new Governing Board Representative.
 - Gov. Board Update.
 - Communications and Outreach Committee: –
 - Form questions and responses to two questions:
 - **Employee question** - Will you please make an exception this year or at least during the pandemic, for employees to transfer more than 40 hours of sick leave to annual leave? Considering some of us have over 215 hours of sick time. With the rent prices, gas and everything increasing that will be a tremendous help. I do not think that some of us need more than 80 hours of sick leave per year, so if we leave a balance of 80 hours then we can transfer the rest to the annual leave or at least be able to transfer 80 hours
 - David Bea - responded - Sick leave policies and importance. Retirement and sick leave.
 - For a full time staff employee, it maxes out at 1440 hours
 - Here is the full policy if you ever need to refer to it: <https://pima.edu/administration/human-resources/employee-handbook/docs/sick-leave.pdf>
 - **Employee question** - It's good to see students' faces again. I learn by student engagement by having them log into their mypima and see what they see which makes it easier to assist them. The downside is that students are not showing up for their appointments and prior to COVID I believe that it was more convenient for a student on campus to stop in to see us if need be and sticking to an appointment still takes some getting used to.
 - Christopher Rodriguez - provided historical and current measures around student meetings. Appointments are necessary and students will need time to adjust. How students can connect: <https://pima.edu/student-resources/advising/index>
 - Dr. Suzanne Desjardin - reiterated Chancellor Lambert's comments on balancing where we are and student needs. Keeping student engagement practices/feedback a priority in how we provide services.
 - Treasury – Fatima Wilson, Treasurer

- Budget Update - none provided.
- Sub-Committee Reports
 - Bylaws Committee: – New members -
 - Election Committee: – New members - Rafael Gill, James Johnson ,and Wendy Scheder-Black
- **Adjourn**

Next Meeting

Friday, April 1, 2022 8:30-11:00 am

Virtual, Google Hangouts