

**STAFF COUNCIL MINUTES**

Friday, May 5, 2023  
8:30am – 11:00am  
Virtual, Google Hangouts

**ATTENDANCE**

**VOTING MEMBERS**

Aurie Clifford  
Seana Chaves  
Adelita Cortez  
Antje Cruce  
Joseph M Forish

Sabrina Lovato  
Susanna Loree  
Denise M Kingman  
Dorothy Netherlin  
Christi Noyes  
Denise M Quijada

Christopher Rodriguez  
Guadalupe Serrano- Villa  
Lucy Simpson  
Celia Tapetillo  
Cody Watts  
Jon Wesley

**PROXIES**

Dorothy Netherlin for Erica Martin  
Dorothy Netherlin for Gayle Bell  
Dorothy Netherlin for Francine Tupiken Ruelas  
Susanna Loree for Shari Dill  
Robert Leon for James Johnson  
Christopher Rodriguez for Maricruz Ruiz  
Priscilla Phillips for Wendy Scheder-Black

**NON-VOTING MEMBERS**

David Bea  
Brandye D’Lena

Evan Goldberg  
David Parker

Aida Vasquez

**NOT IN ATTENDANCE**

Gayle Bell  
Shari Dill  
James Johnson

Erica Martin  
Milo Mazanec  
Wendy Scheder-Black (partial attendance)

Francine Tupiken Ruelas  
Maricruz Ruiz  
Mariya D Varava  
Julian Vega

- 1. General Matters..... 8:30am**
  - 1.1. Welcome & Introductions - Dorothy Netherlin
  - 1.2. Roll Call- Cody Watts
  - 1.3. April Minutes Approval - Dorothy Netherlin
- 2. Business Reports ..... 8:45am**
  - 2.1. Provost’s Office: Written Report Only
    - 2.1.1. Provost’s Report
  - 2.2. IT: Updates: Evan Goldberg, Deputy Chief Information Officer

- 2.2.1. Various Areas - IT Updates - Windows Bitlocker Pin removal updates, Password Reset Functionality updates, Annual Property Control Audit
    - 2.2.1.1. Employee Question about AI
  - 2.3. Human Resources: Aida Vasquez, Director, Classification & Compensation
    - 1.1.1. Human Resources Report -
      - 1.1.1.1. Employee Learning and Development - Training coming up in September
        - 1.1.1.1.1. New workshop link provided
      - 1.1.1.2. Crucial Conversations training coming up
      - 1.1.1.3. Job Fair updates
      - 1.1.1.4. 102 Full-Time Openings
      - 1.1.1.5. Affirmative Action Policy updates
        - 1.1.1.5.1. Employee Questions: Class and Compensation Questions
        - 1.1.1.5.2. Employee Questions: Work from home update Questions
          - 1.1.1.5.2.1. Addressed by David Bea
  - 2.4. Facilities: Brandye D'Lena, Vice Chancellor of Chancellor of Facilities
    - 2.4.1.1. Facilities Report - Construction projects updates
    - 2.4.1.2. Environmental Health and Safety updates
    - 2.4.1.3. Advance Manufacturing Building projects ongoing
    - 2.4.1.4. PCC alerts updates
    - 2.4.1.5. Updates on new forms
    - 2.4.2. Donna Baker - Security Risks Assessment Overview - displayed slides
      - 2.4.2.1. Employee Question - Priority of safety updates by campus
      - 2.4.2.2. Employee Question - Training employee inquiry
        - 2.4.2.2.1. Addressed by Dr. Bea and Donna Baker
  - 2.5. Finance, Admin, & Staff Council Liaison: David Bea, Executive Vice Chancellor of Finance & Administration
    - 1.1.1. Finance and Administration Updates
      - 1.1.1.1. Budget - Study session with the Board
        - 1.1.1.1.1. Property tax and Employee Compensation topics
        - 1.1.1.1.2. Budget forums - May 17 th and May 19th
  - 2.6. Committee/Work & Task Group
    - 2.6.1. Benefits Work Group: Andrew Plucker, Acting Executive Director, ESC
      - 2.6.1.1. A Staff Council Representative volunteer is needed
        - 2.6.1.1.1. Assist in RFP's on both medical and dental insurance
        - 2.6.1.1.2. Commit several hours a month
      - 2.6.1.2. Welcome meeting in May. Meeting to commence in August
- 3. College Business..... 9:45am**
- 3.1. David Parker, Director, Enterprise Risk Management & Compliance
  - 3.2. A.P.'s - Updates
    - 3.2.1. AP 2.03.01: Discrimination, Harassment, and Retaliation- Prevention & Complaint Procedures- Revised - Shared Slide Presentation
    - 3.2.2. AP 2.18.01: College Compliance Program- Revised -Shared Slide Presentation
    - 3.2.3. AP 9.01.08: Information Management Standard- Revised - Shared Slide Presentation
  - 3.3. B.P.'s
    - 3.3.1. BP 2.18: College Compliance- Revised
- 4. Employee Group Reports ..... 10:15am**
- 4.1. AFSCME Report: No Report at this time

- 4.2. ACES Report: No Report at this time
- 5. Open Forum and Discussion Topics (Staff Council and Guests)**
  - 5.1. Planned Guests: Dr. Sandy Veltri, HLC Consultant
    - 5.1.1. Accreditation Process - Slide Presentation
  - 5.2. Other Guests: Evan Goldberg - Bitlocker update
  - 5.3. Staff Council Members: Employee question on PSI updates
    - 5.3.1. Dr. David Bea responded
  - 5.4. Jon Wesley - Noted - VC stepping Down and Chair's term coming to an end and considerations
- 6. Staff Council Business ..... 10:25am**
  - 6.1. Representative Reports:Constituent Feedback- Christopher Rodriguez, Communications and Outreach Officer
  - 6.2. Governing Board Update: Governing Board Update: Dorothy Netherlin, Chair
    - 6.2.1. April 12th Meeting
    - 6.2.2. April 17th Meeting
  - 6.3. Treasury: Cody Watts, Treasurer
    - 6.3.1. Budget Update
    - 6.3.2. Expenditure Requests:
      - 6.3.2.1. Karyza Ochoa Serving Paddle
  - 6.4. Sub-Committee Reports
    - 6.4.1. Bylaws Committee: Revised Bylaw Discussion (cont)
    - 6.4.2. Election Committee: Special Meeting Needed
- 7. Meeting Announcement**

**Next Meeting**  
**Friday, June 2, 2023 8:30-11:00 am**  
**Virtual, Google Hangouts**

- 8. Adjourn**