

## **Staff Council Meeting Minutes**

Date: March 6, 2026

Time: 8:14 AM (MST)

Location: Google Meet

Attendees: Alma Yubeta, Ana Townsend, Andrew Min, Anthony Snyder, ASL Interpreter Leann Smith, Belinda Stevens-Matthews, Benito Sanchez, Carolyn Redman, Chris Apodaca, Chris Parisoff, Christina Harbour, Christopher Rodriguez, Cody Watts, David Bea, David Parker, Don Harp, Donovan Wagner, Echo Casey, Edgar Soto, Ellie Hutchinson, Eric Strong, Erika Elias, Francine Tupiken Ruelas, Guadalupe Serrano-Villela, Himelda Davidson, Jade Peña, Janelle Volkenant, Janet Rico Uhrig, Joi Stirrup, Jonas Camp, Katie Joyce, Kristy Snowden, Lizette Arellano, Lucy Simpson, Magdalena Castillo, Maricruz Ruiz, Michael Tulino, Michelle Burt, Miguel Mora, Priscilla Phillips, read.ai meeting notes, Sarah Jayne, Susan Ho, Suzanne Desjardin

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### **Meeting Overview**

- February meeting minutes were delayed and will be distributed alongside March minutes for approval in April.
  - The Governing Board approved budget parameters, including a tuition increase and a general obligation bond initiative.
  - Facilities announced a planned temporary power shutdown at Desert Vista Campus in May.
  - Staff Council discussed proposed bylaw revisions, including restructuring officer roles and creating an elections officer position.
  - Emphasis was placed on increasing staff participation in governance roles and upcoming elections.
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### **Call to Order**

The meeting was called to order at approximately 8:14 AM. Attendance was recorded via chat, including identification of proxies and guests.

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### **Approval of Previous Minutes**

The February meeting minutes were not available for review due to delays. Both February and March minutes will be distributed together and presented for approval at the April meeting.

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## **Business Reports**

### **Chancellor's Office**

No report was provided.

### **President of Campuses**

No report was provided.

### **Provost's Office**

The Provost was unable to attend due to the Futures Conference. Written updates were included in the agenda, and questions may be submitted for follow-up.

### **Information Systems & College (ISC)**

No representative was present. Written updates were provided in the agenda.

### **Human Resources**

- Continued participation in job fairs and campus career development events.
- Ongoing efforts to connect with students and support workforce development initiatives.

### **Facilities**

- Announcement of a planned **eight-hour electrical power shutdown** at Desert Vista Campus in May due to a major project.
- A detailed plan, including contingency measures, will be developed and communicated in advance to minimize disruption.

### **Finance & Administration**

- Audit processes, including the federal A-133 audit, were reported as progressing smoothly.
- **Board-Approved Budget Parameters:**
  - Funding for employee compensation increases (minimum 2.5% or step increase; adjunct increase of 3%).
  - Addressing approximately \$10M in increased costs (healthcare and compensation).
  - Revenue strategies include:
    - Tuition increase of \$2.50 per credit hour (~3%).

- Adjustments to differential tuition.
  - 2% property tax increase.
  - Continued operational efficiency efforts.
  - **General Obligation Bond:**
    - The board approved placing a \$250M bond initiative on the November ballot.
    - Proposed projects include facility modernization, program expansion (e.g., cybersecurity, public safety), and deferred maintenance.
    - Polling indicates increased public support when project details are communicated.
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## **Staff Council Business**

### **All College Council / Shared Governance**

- Continued efforts to review and strengthen the All College Council charter and shared governance structure.
- Emphasis on its role as the only governance body including all constituent groups, including students.

### **Benefits Working Group**

- Ongoing review of benefit plans to address rising costs.
- Anticipated **moderate plan design changes**, with efforts to avoid premium increases.
- Transition to a new Employee Assistance Program (EAP) vendor is underway.
- Recommendations will be presented to the Governing Board in April.

### **College Leadership Council**

- No recent meeting updates.
  - Upcoming meeting scheduled for April and a summer retreat planned.
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## **New Business**

### **Bylaws Revisions (Draft)**

Proposed changes included:

- **Separation of Officer and Representative Roles:**
  - Members elected to officer positions would no longer serve as area representatives.

- Vacated representative positions would be filled using prior election results or special elections if necessary.
- **Elimination of Treasurer Role:**
  - Due to minimal financial activity, the treasurer role would be removed.
  - Financial responsibilities reassigned to the Secretary.
- **Creation of Elections Officer Role:**
  - Responsible for overseeing elections, ensuring compliance, and coordinating nominations and voting processes.
- **Additional Updates:**
  - Inclusion of Staff Council representation in College Leadership Council roles.

The draft will be distributed for a 21-day comment period, with the goal of implementation by July 1, pending review and approval.

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## Discussion Items

### Elections and Participation

- Upcoming elections will include nominations and voting periods later in March.
- Members were encouraged to consider running for officer positions or nominating colleagues.
- Leadership emphasized the need for broader participation to:
  - Distribute workload more equitably.
  - Increase representation and diversity of perspectives.
  - Strengthen Staff Council's effectiveness in shared governance.

### Administrative Procedure Updates

- Transition to a **five-year review cycle** for board policies and administrative procedures was approved.
- Updates will be distributed more evenly throughout the year moving forward.

### Digital Accessibility Compliance

- New ADA digital accessibility requirements must be met by **April 24, 2026**.
  - A web crawler tool will be implemented to identify accessibility issues.
  - Legacy content systems may sunset to support compliance efforts.
  - Training and resources will be provided; compliance responsibility applies to all employees creating publicly accessible digital content.
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## **Action Items**

- Staff Council members to review proposed bylaw revisions during the 21-day comment period.
  - Members encouraged to participate in upcoming elections or nominate candidates.
  - Employees to prepare for digital accessibility compliance requirements by April 24, 2026.
  - Departments plan for Desert Vista Campus power shutdown in May once details are released.
  - Members to complete required training (if not already completed).
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## **Announcements**

- A blood drive will be held at the Downtown Campus on March 10.
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## **Adjournment**

The meeting adjourned at approximately 9:02 AM. The next meeting is scheduled for April 3, 2026.