

Staff Council Meeting Minutes

Date: June 5, 2026

Time: 8:25 AM MST

Location: Google Meet

Recording

Attendees: Alma Yubeta, Ana Townsend, Aubrey Conover, Audrey Keefe, Bruce Westberg, Carolyn Redman, Chris Parisoff, Christopher Rodriguez, Cody Watts, David Bea, Don Harp, Donovan Wagner, Ellie Hutchinson, Eric Strong, Erika Elias, Francine Tupiken Ruelas, Isaac Abbs, Janelle Volkenant, Janet Rico Uhrig, Joey Spray Dotolo, Kelly O'Keefe, Keri Hill, Lizette Arellano, Magdalena Castillo, Melissa Stoddart, Michael Tulino, Miguel Mora, Nick Riley, read.ai meeting notes, Rene Reichardt, Ricky Gonzalez, Sarah Jayne, Seana Chaves, Susan Ho, Tamatha Villar, Tina Neil, Vanessa Romero

Meeting Overview

- **Bylaws Approved:** The Council successfully voted on and approved the revised bylaws following a legal review.
- **Campus Safety Presentation:** Leadership from the Police Department presented comprehensive updates on the new body-worn camera program and campus emergency operations.
- **Significant Institutional Donation:** The Governing Board accepted a \$6 million donation from the Beal Infrastructure Group to fund workforce and CTE programming.
- **Institutional Transitions:** Updates were delivered across IT single sign-on cutovers, HR performance review cycles, facility infrastructure completions, and a remote operational transition for the Desert Vista bookstore.

Call to Order

The meeting was called to order at 8:25 AM MST by Chair Cody Watts. The start was briefly delayed to ensure a quorum of representatives was present. Attendees and guests were instructed to log their attendance and proxy designations in the meeting chat.

Approval of Previous Minutes

Christopher Rodriguez presented the minutes for the previous month. The minutes were approved with 15 votes in favor and two abstentions.

Business and Department Reports

- **President of Campuses:** Dr. Aubrey Conover thanked staff for completing the academic semester. Recognition was extended to the facilities teams for infrastructure progress, specifically at East Campus. Preparation remains underway for upcoming space improvements related to the general obligation geo bond.
- **Information Technology:** Isaac Abbs announced that free student printing is currently transitioning into a cut-over phase, with WEA printers scheduled for removal on June 10, 2026. Enrolled students receive free printing, while unenrolled individuals may utilize guest printing up to five pages per day. IT will execute a full single sign-on cutover to Microsoft in July or August to streamline browser authentication and eliminate redundant platform costs. Additionally, emergency alert desktop notifications will roll out over the summer. Staff were strongly encouraged to utilize newly available AI productivity tools, including Gemini, and to participate in the AI foundations class.
- **Human Resources:** Janet Rico Uhrig and Joey Spray Dotolo reported on the performance review cycle pilot, which is shifting to align with the fiscal year, academic year, and strategic institutional goals under the new NEOed system. Individual goal entry into NEOed will be restricted until September and October. Active summer recruitment efforts are proceeding. Individual Position Reviews are on hold for June, with standard processing set to resume on July 1, 2026. The compensation team will hold open office hours the week of July 7, 2026. Staff Development Day registration is open, supervisor training modules are under development, and the Staff Development Fund application portal opens July 1, 2026.
- **Facilities:** Rene Reichardt reported that repairs to damaged pavers on the Downtown Campus bridge are nearing completion. The Desert Vista parking lot refinishing and striping is scheduled for late June, and the FSSC roof replacement at West Campus is finished. The Work Control department has officially rebranded to the Facilities Help Desk. Facilities are transitioning work orders from the Famous platform to TDX, resulting in the cancellation of stale entries. Staff may contact the help desk to re-establish any mistakenly canceled work requests.
- **Finance and Administration:** Dr. David Bea stated that the budget adoption and truth-in-taxation special hearing will go before the board during the upcoming week. Final adjustments for early July benefits and compensation are actively being processed. A public geo bond website is scheduled to launch before the next Council meeting. Dr. Bea confirmed that the institution met and exceeded the Chancellor's efficiency target by reducing operating expenses by over \$4 million during the year.

Employee Organizations Report

- **Faculty Senate:** Kelly O'Keefe reported that the spring commencement ceremonies were successful. The Senate is evaluating strategies to better balance faculty and staff attendance between the morning and afternoon ceremonies next year. It was clarified that staff attendance at commencement functions operates primarily on a voluntary or role-assigned basis.

Presentation: Body-Worn Cameras and Emergency Preparedness

Chief Tamatha Villar and Bruce Westberg delivered a presentation regarding campus policing and safety policies:

- **Body-Worn Cameras:** Complete departmental implementation of the body-worn camera program is anticipated by the end of June 2026. Devices record all enforcement and investigative contacts but are restricted from recording informal community interactions or private spaces such as standard classrooms and offices unless an active law enforcement response is triggered. The recorded footage is treated as public record under state disclosure laws, subject to strict privacy redactions. Supervisors are required to conduct regular spot checks on recorded interactions for training and quality assurance.
- **Emergency Operations:** Following the approval of the updated Emergency Operations Plan by the Board of Governors on May 8th, the department is finalizing a new student emergency response guide. Once finished, updates will be applied to the quick reference guide to reflect new protocols and campus Narcan kit distributions. A dedicated emergency management website is slated to launch before the end of June.
- **Jurisdictional Boundaries:** Campus police clarified that off-campus teaching locations including correctional facilities, Davis-Monthan Air Force Base, and the Santa Cruz Center operate under the safety procedures and emergency jurisdictions of their respective external hosts and local municipal police. Continuity of Operations Plans are currently being built alongside campus Vice Presidents to address localized emergencies.

Staff Council Business

- **Governing Board Report:** Don Harp outlined the annual Arizona Auditor General A133 routine audit. The institution received one minor finding regarding incomplete employee participation in mandatory Prescipro IT security training videos. Staff were urged to ensure completion. The Board voted unanimously with one abstention to accept a five-year, \$6 million donation from the Beal Infrastructure Group targeting workforce and CTE programming. Representative Chris Parisoff expressed a cautionary perspective regarding corporate influence. The Council noted that formal statements of concern could be raised collectively to the Board if desired by the body. Additionally, the Desert Vista campus bookstore will permanently close its physical storefront this summer, transitioning to an online and remote fulfillment model similar to the Northwest campus system.
- **All College Council:** Chair Watts reported that the election of a new Vice Chair was delayed due to a lack of quorum at the May meeting. The structural purpose of the group is being re-evaluated following the departure of representative Bill Berdick.
- **Benefits Working Group:** Janelle Volkenant noted that the group took a seasonal recess following open enrollment and will resume meetings in July or August. The group is currently seeking a new staff representative for the upcoming year.

- **College Leadership Council:** Representatives completed part one of their annual retreat at the Desert Vista campus to evaluate chancellor and cabinet goals. Part two will take place the following week, with a comprehensive report scheduled for the July Council meeting.
- **Bylaws and Elections:** Chair Watts introduced a legally vetted revision to the Council bylaws. The modification formally updates structural terminology, altering the executive leadership team to the chancellor's cabinet to align with current institutional frameworks. Don Harp called for a vote to adopt the revised bylaws, seconded by Alma Yubeta. The motion passed via a quorum vote in the meeting chat. Formal confirmation of Staff Council election results will be distributed within two weeks as candidate confirmations are finalized.

Adjournment

Hearing no further items from representatives or guests, Chair Watts adjourned the final meeting of the fiscal year at approximately 9:49 AM MST reflecting a total run time of 1 hour and 24 minutes. The next regular session is scheduled for July 10, 2026, at 8:30 AM MST.

Action Items

- **All Staff:** Log into the employee portal to review and complete mandatory **Prescipro IT training videos**.
 - **All Staff:** Register for upcoming **Staff Development Day** sessions and secure supervisor approval.
 - **Council Representatives:** Submit any formalized feedback regarding the **Beal Infrastructure Group donation** or departmental updates to Don Harp, Cody Watts, and Chris Parisoff.
 - **Council Chair:** Disseminate the finalized **Staff Council election results** once candidate vacation confirmations are resolved.
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