

Staff Council Meeting Minutes

Date: September 4, 2026

Time: 8:16 a.m.

Location: Google Meet

Attendees: Andrew Min, ASL Interpreter Leann Smith, Aubrey Conover, Audrey Keefe, Carolina Sesteaga, Carolyn Redman, Catie Cromwell, Celia Tapetillo, Chris Apodaca, Chris Parisoff, Christina Harbour, Christopher Rodriguez, Danielle Johnson, David Bea, David Parker, Don Abens, Echo Casey, Ellie Hutchinson, Eric Strong, Erika Elias, Estephania Araiza, Francine Tupiken Ruelas, Isaac Abbs, James C. Johnson, Janet Rico Uhrig, Javier Suarez, Jonas Camp, Joseph Murrieta, Josh Rios, Joshua Blum, Joshua Reiniche, Juanita Bonillas, Kelly O'Keefe, Keri Hill, Keri Hill's Presentation, Leigh Ann Rangel, Lizette Arellano, Lucy Simpson, Magdalena Castillo, Makyla Hays, Maricruz Ruiz, Maxwell Zimmerman, Melissa Stoddart, Robert Lane, Shane Culliton, Suzanne Desjardin, Sylvia Loustauau Romero, Tina Neil

Meeting Overview

- The August Staff Council meeting minutes were approved with **14 votes in favor, 0 opposed, and 1 abstention**.
- Staff Council received updates regarding Proposition 430, including the voter information pamphlet, community information sessions, and anticipated availability of additional informational resources.
- Enterprise Systems and Information Technology reported that the new **Ethico** platform had launched to replace EthicsPoint for hotline, complaint and grievance reporting, and risk assessment.
- Human Resources provided updates regarding the FY staff performance review process, goal setting, compliance training, supervisor training, and employee relations training.
- Staff Council discussed opportunities for staff participation in the AERC and the college's eight-week scheduling initiative, as well as upcoming bylaws and election committee work.

Call to Order

Christopher Rodriguez called the meeting to order at approximately **8:16 a.m.** He welcomed representatives and guests and noted that approximately 39 participants were present at the beginning of the meeting.

Roll call and attendance were conducted through the meeting and chat. Guests and proxy representatives were asked to identify themselves. An ASL interpreter was present, and an additional interpreter experienced difficulty accessing the meeting.

Approval of Previous Minutes

The Secretary provided the results of the August Staff Council meeting minutes vote:

- **Approved:** 14
- **Rejected/Opposed:** 0
- **Abstentions:** 1

Outcome: The August meeting minutes were approved.

Administrative and College Reports

Proposition 430 Update

David Bea provided an update regarding Proposition 430, the proposed \$250 million general obligation bond.

The voter information pamphlet was reported to be in the printing process. The pamphlet was expected to include a summary of the initiative, ballot language, information from the Chancellor regarding the proposed bond, proposed projects, and letters of support or opposition. The pamphlet was expected to be mailed to households with registered voters in Pima County.

College representatives had also been providing informational presentations to community groups regarding the proposed bond. It was emphasized that these presentations were intended to explain the proposed projects and the ballot measure rather than advocate for a particular vote.

An update was also provided regarding polling conducted prior to the Board's approval of the initiative. The discussion indicated that initial support was approximately evenly divided when respondents were not provided details about the proposed projects and increased after respondents were provided information about the projects. The discussion also identified affordability and the potential financial impact on individual taxpayers as considerations raised in the polling.

The Council was informed that Pima County Joint Technical Education District (JTED) was also pursuing a \$250 million bond, resulting in both measures appearing during the same election period. College information sessions were being planned at individual campuses. A question was raised regarding virtual or recorded alternatives for employees and community members unable to attend in person. Dr. Bea indicated that he would explore whether a virtual session and/or recording could be made available.

Action Item: Dr. Bea will explore the availability of virtual and/or recorded information sessions regarding Proposition 430.

Budget and Financial Update

Dr. Bea reported that audits were underway and that the college would continue seeking operational efficiencies. A cabinet goal had been established to reduce ongoing expenses by approximately **\$1 million** during the fiscal year. Additional updates would be provided as work progressed.

Enterprise Systems and Information Technology Update

Isaac Abbs reported that Enterprise Systems and Information Technology, in collaboration with Risk Management, had launched the **Ethico** system, replacing EthicsPoint.

The new platform was described as a centralized system for hotline reporting, complaint and grievance reporting, and risk assessment. David Parker noted that the system was designed to make reporting more accessible, reduce unnecessary navigation, and allow individuals to report concerns anonymously. The system also included a telephone reporting option and mechanisms for maintaining anonymous communication.

Staff were reminded that an introductory AI course was available through D2L/Percipio. The course provides an overview of using AI within college-provided tools and includes general best practices. The course was reported as elective and was not currently part of required college-directed training.

Human Resources Update

Janet Rico Uhrig provided an update on the fiscal-year staff performance review process.

Key points included:

- Goal entry into My Career Center was expected to begin in **October**.
- Staff should begin discussing and documenting their fiscal-year goals with employees and supervisors before formal system entry.
- The two identified evaluation areas were **accountability** and **professionalism**, with an additional supervision expectation area for employees who supervise others.
- Required review milestones included a February check-in/self-review, May self-review, and June supervisor review and discussion.
- Annual compliance training had been issued September 1 to temporary employees meeting the applicable work-hour criteria.
- Adjunct faculty reviews were also planned for later in the semester.
- Supervisor Essentials training was expected to launch during September. New supervisors would have mandatory training, with a catch-up opportunity for current supervisors.
- Corrective Action for Supervisors training was scheduled for September 10.
- Human Resources would continue participating in recruitment activities, including the Second Chance Entry Job Fair.

A discussion followed regarding the application of college-directed training requirements to temporary employees working fewer than 10 hours. Human Resources explained that the threshold was intended to focus required training on temporary employees with more regular college interaction while allowing departments to request that additional temporary employees be added to the training list when appropriate.

Academic and Faculty Affairs Report

Aubrey Conover thanked staff who volunteered during Welcome Week and acknowledged the efforts of employees supporting students across the campuses.

She reported that the first AERC meeting of the academic year was scheduled for the following week. Staff were encouraged to communicate issues or areas for improvement to their AERC representatives for consideration.

Employee Organization Updates

Faculty Senate

Kelly O'Keefe, Faculty Senate President, welcomed employees to the new academic year and invited staff to attend Faculty Senate's virtual meeting.

She also highlighted opportunities for faculty and staff participation in subcommittees associated with the college's **eight-week initiative**. Employees interested in participating were encouraged to discuss the opportunity with their supervisors.

Faculty Senate also reported that Marketable Skills Achievement and Adult Basic Education students who complete their programs would be invited to participate in commencement, addressing an issue identified in previous years.

Other Employee Organizations

No formal reports were received from other employee organizations. Staff were invited to provide updates from their respective units or organizations as appropriate.

Staff Council Business

AERC Representative

Staff Council continued to seek a staff representative to serve on the AERC. Interested representatives were asked to contact the Staff Council chair.

Action Item: Identify and appoint a Staff Council representative to the AERC.

Officer and Committee Updates

The following updates were provided:

- **All College Council:** No update was reported.
- **Benefits Working Group:** No current update was reported.
- **College Leadership Council:** No current update was reported. A meeting was expected later in the month, with information to be brought back to Staff Council.
- **Election Officer:** No update was reported.
- **Communications and Outreach:** No update was reported.
- **Bylaws and Election Committee:** The committee's first meeting was expected to occur during September, with an anticipated update for the October Staff Council meeting.

Staff Council Feedback and Outreach

The chair reported that the monthly Staff Council feedback form had not yet been distributed and would be sent following the meeting.

The feedback form would be used to identify topics, concerns, and areas requiring discussion or additional information. Staff Council would also consider opportunities to provide presentations or informational sessions on topics identified through the feedback process.

The EthicsPoint transition to Ethico was identified as a potential topic for a future presentation. Staff Council leadership indicated that efforts would be made to schedule an informational presentation regarding the new system.

Action Items:

1. Distribute the monthly Staff Council feedback form.
2. Review feedback received and identify topics requiring discussion or informational presentations.
3. Explore scheduling an informational presentation regarding the Ethico system.

Open Forum

Representatives and guests were invited to raise additional questions or discussion items. No additional substantive matters were raised.

Adjournment

There being no further business, Christopher Rodriguez concluded the meeting. The meeting adjourned at approximately **8:50 a.m.**, after approximately 34 minutes.