

**All College Council
Agenda
February 08, 2024, 9:00 a.m. - 10:30 a.m.
Virtual Via Google Meet
<https://meet.google.com/cdt-rrxy-cei>**

1. **Welcome/Introductions**, Sean Mendoza, ACC Chair
2. **Approval of minutes**, All
3. **Revisions to [A.P. 1.06.01 All College Council](#)** January 18th 2024 Google form was sent for approval through Spaces
4. **Committee Goals**, All
 - **A) Review and make recommendations about shared governance and the process of communicating and categorizing decision making**, Jim Craig
 - **B) Student Success/Retention**
5. **AERC Updates**, Makyla Hays
6. **Roundtable**

Minutes:

Attendees Atheena Martinez, Cesar Pena, David Donderewicz, Edgar Soto, Erika Elias, Francine Tupiken Ruelas, James Craig, Makyla Hays, Phil Burdick, Rita Lennon, Valerie Vidal-King, Will Romanenko. **Not present** Sean Mendoza proxy Jim Craig, Downi Griner proxy Erika Elias.

1. **Welcome/Introductions, Sean Mendoza, ACC Chair.** Sean was unable to attend. Jim Craig Vice-Chair ran the meeting.
2. **Approval of minutes, All.** Approval of December 2023 minutes. Jim Craig called for a motion to approve. The motion was seconded by Erika Elias. The motion passed unanimously.
3. **Revisions to A.P. 1.06.01 All College Council, Sean Mendoza.** A Google form was sent through spaces for voting members on January 18, 2024. Jim Craig made a motion to approve. Rita Lennon seconded the motion to approve. The motion passed unanimously. Phil Burdick made a comment regarding a change that Makyla Hays asked Jeff Silvyn to incorporate to 4.3:
 - 4.3 Issues concerning wages, hours, and working conditions [should be](#)

referred to the All Employee Representative Council (AERC), and~~are the purview of Meet and Confer and~~ should not be brought to the All College Council.

That change was incorporated into the revised Administrative Policy.

- 4. Committee Goals, All. (A) Review and make recommendations about shared governance and the process of communicating and categorizing decision-making, Jim Craig.** Jim Craig provided a brief synopsis of the Board retreat on January 16, 2024, facilitated by two professional facilitators. The retreat focused on shared governance and its role in the College's decision-making processes.

Edgar added that a lot of the discussion was creating areas and spaces to build trust so that all can feel comfortable with sharing information, opinions and having their voices heard. Jim mentioned that shared governance can be tripped up with what type of item is on the agenda. Is it information sharing? Finding consensus? Or some other type of action. It needs to be clear.

Rita Lennon touched on a case where a problem and a decision were presented to the Faculty Senate at the same time, and that the College was moving forward with the solution. That is not what we should continue to do. The faculty Senate feels the College is currently moving in a better direction, but often, presentations are made with not enough time to ask questions and give feedback.

Erika Elias brought up that some staff and supervisors felt there was a lack of shared governance participation by their groups, as opposed to higher levels of attention and participation in shared governance by faculty and administrators. Jim brought us as an example that none of the academic Deans were invited to the Board retreat.

Will Romanenko brought up that the Student Senate and Faculty Senate do not meet at all aside from having representatives at All College Council. Rita said there is no formal invitation for students to attend Faculty Senate meetings. The meetings, however, are listed on their website. It's an open meeting, so anyone can attend. We would like to broaden the people who attend our meetings and have more voices heard. Will said it's often difficult for students to find time during the semester, but the Faculty and Student Senates need to make a greater effort to communicate. Rita and Will said they will both work with their respective groups to make that happen. They will also try to share their minutes, or portions of their minutes, with ACC. The January 16th, 2024 Shared Governance documents and handouts were shared with All College Council through Spaces [02/08/24 Meeting Documents](#).

B) Student Retention Student Success/Student Retention, Jim brought up Interim Chancellor Dolores Duran-Cerda's goal to increase retention at the December meeting. She requested the ACC's help in moving the College's completion goals forward.

Will Romanenko said it can feel lonely for students taking online classes and there needs to be more ways to help students get more connected online. Definitely more connections when you take classes in-person such as starting study groups. Erika suggested forming learning communities for online students.

Phil Burdick shared the latest numbers at the College's Tutoring Centers. 3,281 students used the Learning Centers (campus and virtual) 25,524 times in the fall semester. This means that 20% of our student body used the Learning Center services throughout the semester (1 in 5 students). NetTutor, PCC's online tutoring partner, had 469 students use their services 1,646 times. The numbers are from the Provost's Newsletter on February 08, 2024 [Pima Community College Mail - Provost's Monthly Update-February 2024.pdf](#) Phil said perhaps the marketing area can design a plan to reach out to students to constantly remind them that tutoring resources are available. Discussion on how to better reach online students who may be struggling. Will Romanenko suggested that every syllabus have information on where to get help.

5. **AERC Updates, Makyla Hays-** AERC Policy updates. BP. 1.25 [BP. 1.25 Draft 10/27/23](#) will be going to the Board for a vote on February 14th, 2024. AERC has been working on updating and revising College policies and went over the AERC's policies spreadsheet.
6. **Roundtable-** Edgar Soto said that with a couple of programs leaving the Desert Vista (DV) Campus, he's looking for events and programs to host on the DV Campus. The new facilities for the Center of Excellence for Hospitality Leadership should be open later this year on the DV Campus, which will help increase enrollment. David Donderewicz said Financial Aid is communicating to students about the new simplified FAFSA form coming out, however there have been some bugs with the new form. Phil Burdick reported Spring enrollment is up about 5% as of this date compared to last year. He also said there have been sporadic instances of technical issues with MYPima, which is the student portal, and D2L that IT is working to resolve.

Rita said the Faculty Senate had their first meeting of the Spring semester. Issues they talked about included: HLV presentations and mock interviews, APs and BPs that are moving through 21-day comments. HLC changes in faculty qualifications and the faculty leadership models. Will said at the February student Senate meeting the biggest concern was student transportation as well as

cashiers being available at all PCC campuses. They understand that having cashiers at all campuses may not be financially viable.

Action Items- Student and Faculty Senate will go back to their constituents and discuss creating a future meeting for both Senate's to have discussions and feedback of what is going on here at the college.

For the roundtable moving forward Faculty Senate, Student Senate and AERC will provide a summary for All College Council.

All College Council members will get familiar with the Board Retreat Handouts and when the report study is provided, to share it out with our other groups and provide any feedback back to the All College Council. From the feedback, the ACC will gather a recommendation for the Chancellor.

Student Success will be another goal of the All College Council to help assist the Interim Chancellor. All ACC members will work on how to improve student retention. ACC members will follow up with their groups and provide feedback in our March ACC meeting.

Communication to students regarding resources for students. Possible communication during Connect U, First Year Experience or for instructors to provide extra credit questions so students can understand the importance of the resources provided to them.

Meeting adjourned by Jim Craig at 10:30 a.m.