Governance Council  
April 30, 2014  
District Office, A-206

In Attendance:  Aaron Dinius, Kimlisa Duchicela, Don Harp, Joe Labuda, Joe Langlois, Sheila Ortega, April May Ramey, Michael Tulino, Deborah Yoklic, Mykle Zoback

Note Taker:  Dawn Huntsinger

1. Discussion of document “PCC Governance Model”

The council reviewed the “Details of Governance Model” which covers the leadership of the council, representation, term lengths, and the meeting schedule.

- The one-year term was determined by the Board of Governors.
- The Chancellor will chair the Governance Council; the council will identify a vice-chair.
- Members who are employees are required to attend at least 75% of the meetings. The challenge will be accommodating faculty teaching schedules when scheduling council meetings.
- The council will meet at least once per month during September through May.
- Virtual meetings are acceptable.
- At least one student representative will attend every meeting.
- The council may take no action without a quorum present; a quorum is defined as 50% plus one with at least one member from each group present.
- The Chancellor’s office will provide administrative clerical support.

I. Governance Council Membership and Meetings

First paragraph – recommend breaking it into points #1 and #2

The College Governance Council is established by the Board of Governors as an open communication model involving all College groups which:

1. provides input into the decision making based on critical analyses, ongoing inquiry, continuous improvement, and
2. which is focused on the welfare and mission of the College and on student success. The model emphasizes contribution, cooperation, collaboration, civility, and transparency and respect.

#1 and #2 – length of representatives’ terms

January 2014 will be the official start of the yearlong terms for Governance Council members, except for students whose terms begin in September.

#11 – change made to last sentence

“If no quorum is present, Governance Council may meet but cannot take action make recommendations.”

#12 – Governance Council Representatives

There isn’t a group that represents temporary employees; they don’t get paid to attend Staff Council meetings. Selecting council members to represent temporary staff and adjunct faculty will be a challenge.
It is recommended that the three student representatives be from different campuses. The Student Government Intercouncil will handle this as well as choosing the Student Representative for the Board of Governors. Choosing representatives for the Governance Council is left to the groups they represent (i.e. e.g., Student Government).

IV. Role of Governance Council

The council would like to add wording added that clarifies the role of the Governance Council such as making recommendations to the Chancellor.

#1.a. – change
“Items which are of college-wide broad significance.”

#1. b. – delete this item
“Appropriate issues which have been brought to a supervisor and which have not been resolved at a lower level within a reasonable length of time.”

#4. – change
“The Governance Council should at no time be used as a venue for discussion of personal and/or personnel issues.” It was noted that employment issues such as wages or working conditions are topics for Meet and Confer and not for the Governance Council.

#7 – correct typographic error
“Data might include the following . . .”

The Details of the Governance Model will become an official college document or (SPG or Administrative Procedure) once it is approved. At that time, changing the document would become a more formal process.

2. Process for Board Policy changes/updates May 4 – September 1

#IV. 2 - discussion
There is no need for all Board Policies to come to the Governance Council, but any council member may interrupt the Board Policy development and approval process to bring a policy to the Governance Council for discussion. If needed, Deborah Yoklic or any member of Chancellor’s Cabinet may request data from PIR.

#IV. 8 and 9 – discussion
8. “The Chancellor or designee will ensure that recommendations of the Governance Council are shared appropriately.”
9. “In exceptional circumstances . . . the Chancellor and the BOG maintain the right to act on policy or other non-policy issues without utilizing the usual governance process.”

The Governance Council would not routinely review Board Policy issues because that would add an unnecessary additional step to the process. However, having the option of bringing these issues to the council allows for more flexibility.

It was suggested that the Governance Council only review issues that are within its purview and provide an explanation for not reviewing an issue suggested agenda items. Examples would be issues
that fall under the realm of Meet and Confer, EEO or the Office of Dispute Management. In those cases, the council would recommend that those issues be brought to the appropriate office (Meet and Confer, EEO, etc.).

The Chancellor, or Assistant Vice Chancellor, would prevent confidential issues from coming before the council; however, this practice relies on goodwill between the council and administration. It could become an issue for the HLC if the Chancellor were to block issues that should come to the Governance Council.

Additional items:

- The Governance Council approved the minutes for the April 10th meeting.
- Agenda items for Governance Council meetings may be sent to Debbie Yoklic, Assistant Vice Chancellor to the Chancellor.
- Deborah Yoklic will submit the governance model submit as part of the Fast Action Team report for the Chancellor and Board.
- Minutes for future Governance Council meetings will be included in the agenda and packets for the Board of Governors meetings.
- There was discussion of creating a Governance Council page on the College’s website that would include a link so communications may be received by the council’s Vice-Chair.
- A list of Governance Council members could be featured in @PimaNews to inform employees and in MyPima, under Announcements, to reach students.
- The task of reviewing and revising Board Policies is continuing. Since faculty and students are not present in the summer, how can we adapt the usual process? The faculty and student representatives agreed that changes that are not substantive or major may go forward, with information presented to Faculty Senate and Student Government in the fall. Representatives from those groups will be available during the summer if necessary.

Next Meeting

- Thursday, May 14, 3-4:30 pm, DO B-218