All College Council
April 13, 2015

Minutes

In Attendance: Esdras Cabezola, Don Harp, Mays Imad, Joe Labuda, Lee Lambert, Alec Moreno, Paul Schwalbach, Jeff Silvyn, Brian Stewart, Debbie Yoklic

Not In Attendance: Manny Amado, Carlo Buscemi, Lorraine Morales, Mykle Zoback

1. Agenda Modifications  None

2. Approval of Minutes of 3/9/15  Don Harp moved to approve and Brian Stewart seconded; minutes approved unanimously.

3. SPG 1401/AA

4. A.P.s 1.01.01 and 1.01.02
   There was no discussion about any of these policies. All will go forward as presented.

5. ACC Outreach
   This item was postponed until the May meeting, as Lorraine Morales could not attend the April meeting.

6. Course fee/classroom equipment
   Following his comments to the Board of Governors at their April meeting, Don Harp was asked to bring his concerns about course fees to All College Council. Brian Stewart let the group know that revised standards went into effect in January 2015; information was sent to the CDAS’s, who were to relay the information to lab supervisors and others. Brian will send the document to Council members. There had also been discussion about built-up surpluses; this discussion has been on hold since the retirement of AVC Diane Groover.

7. Personnel Governance Task Force
   How to choose the participants of the Personnel Governance Task Force who are not members of PCCEA/ACES/AFSCME stimulated a lively discussion, which included why it mattered if employees were or were not members of the employee groups and how to ensure that the selection process was as unbiased as possible. The Board of Governors has determined the composition of the Personnel Governance Task Force – how many members of each group, those who are of the “union” and those who are not. The Council decided that the selection from among those who volunteer will be done as follows: Faculty Senate will choose faculty who are not PCCEA members; the Adjunct Faculty subcommittee of Faculty Senate will choose the adjunct faculty member; Staff Council will choose two employees who are not ACES members, two who are not AFSCME members, and one temporary employee. At the suggestion of Council, a text box will be added to the form for every volunteer to give a short statement as to why they
are interested in working on this Task Force; this should assist the groups in making their choices.

8. **Posting documents on the Internet versus the Intranet; Surveys**
The Council considered questions such as where should information reside? Should information always be on the internet, or could it be moved to the intranet? The Council determined that with surveys posted to the internet, aggregate data only should be published and not comments; the College might consider stating that further information is available upon request. The College should always be mindful when moving postings from the internet to the intranet.

The Council also discussed whether we are surveying too often, whether surveys could be combined, whether the College should consider microsurveys of ten questions or less. Student surveys in particular should be short. The Council gave suggestions about how to inform students, including using Digital Signage, and using Facebook and/or SnapChat. Nic Richmond will be invited to come to the September meeting to discuss surveys.

9. **Chancellor Report**
The Chancellor reported on a Student Success Workshop he and Board members attended; the structure of Board meetings may change in relation to student success. Arizona is behind as a state; for example, Arizona looks at where students are after six years; when a student drops out, we need to know now. Don Harp suggested that when a student starts at PCC and states his/her goal, we should give the student a roadmap; we need to maintain constant touch with every student. The Chancellor said that the Department of Education is tightening up Financial Aid regulations, which forces Colleges to also tighten up.

10. **Roles and Responsibilities and Individual Accountability of Council members**
This item has been moved to the May Council meeting.

**Meeting Adjourned: 5:17 pm**

**Future Meeting:** 05/11/15, 3-5pm, B-218