

**All College Council
Meeting Agenda
April 08, 2022
9:00 AM - 10:30 AM**

A. All College Council

1. Welcome (Chair)
2. Jeff (9am) AP 1.01.02 - Development and Revision Process for Board Policies and Administrative Procedures

AP 1.25.01 - Personnel Governance and Policy for College Employees

From time to time the College has to make changes to APs or other policies and procedures to address significant and time-sensitive needs. Attached are two DRAFT APs to start the discussion about documenting the process. One additional measure would be to ensure that revised documents have an "Interim" or "Temporary" notation.

AP 1.01.02 [DRAFT 3-29-2022]



**PimaCountyCommunityCollegeDistrict
Administrative Procedure**

***AP Title: Development and
Revision Process for Board
Policies and
Administrative Procedures***

*AP Number: AP 1.01.02
Adoption Date: 5/3/94*

Schedule for Review & Update: Every three years

Review Date(s): 6/3/03, 2/14/07, 3/12/15, 6/19/18, 11/9/20

Revision Date(s): 6/3/03, 2/14/07, 3/12/15, 9/19/18, 1/13/21, 3/4/21,

Sponsoring Unit/Department: Chancellor

Policy Title(s) & No(s): Prime Policy, BP 1.01; Interpretation of Revised Policies, BP 1.02

Legal Reference:

Cross Reference: Development of Board Policies, and Administrative Procedures, AP 1.01.01

SECTION 1: Purpose

This Administrative Procedure (“AP”) describes the process for developing and revising Board Policies (“BPs”) and Administrative Procedures (“APs”) (collectively, “College Policy”).

SECTION 2: Proposals for the Creation or Revision of College Policy

2.1 Who May Make College Policy Proposals

2.1.1 Any College unit or department may propose the creation or revision of a College Policy. The Governing Board may also request the creation or 1

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revision of College Policy. Units or departments desiring to make College Policy proposals should contact the Office of the Chancellor (“Chancellor”) for procedural guidance.

2.1.2 College Policy proposals are generally not accepted on an individual-by-individual or employee-by-employee basis. Persons wishing to submit proposal ideas should first contact their respective department heads, unit directors, or other Lead Administrator.

2.2 Submission of Proposals

2.2.1 Proposals for the creation or revision of College Policy, including requests by the Governing Board, shall be submitted to the Chancellor and include a summary of the proposal and a general description of the issue or need

which prompted the proposed College Policy and how the proposal will address that issue or need.

2.2.2 The Chancellor will determine if the College Policy proposal would change an existing BP or AP or constitute an entirely new College Policy. If a proposal revises an existing College Policy, the Chancellor will determine if the proposed change is a Substantive Revision or a Minor Update in accordance with this AP's definitions.

2.3 Proposed Minor Updates

2.3.1 Notice of Minor Updates will be posted to the College's website for twenty-one (21) days. Public Comments are not accepted for Minor Updates.

2.3.2 Proposed Minor Updates to existing BPs will be placed on the agenda for the next regular Governing Board meeting as Consent Agenda Items (see Section 8 below).

2.3.3 Proposed Minor Updates to APs do not need to be presented to the Governing Board and may be made by the Chancellor without further proceedings pursuant to this AP. The Chancellor will notify the College Policy's Sponsoring Unit that the proposed Minor Updates to an AP have been made and that its review and revision dates have been adjusted accordingly.

2.4 Proposed New College Policies or Substantive Revisions 2

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2.4.1 Proposals for new College Policies will be assigned a preliminary College Policy number by the Chancellor.

2.4.2 The Chancellor will refer proposals for new College Policies or Substantive Revisions to an appropriate Sponsoring Unit, which may differ from the unit or department that submitted the proposal. Such referrals should be based primarily on a unit's subject-matter expertise and area of administrative responsibility within the College.

2.4.3 The Lead Administrator of the Sponsoring Unit may decline to take further

action on the College Policy proposal, subject to the approval of the Chancellor. The unit or department that submitted the College Policy proposal will be notified in writing if further action on the proposal is declined, including a general description of the reason why it was declined.

2.5 Temporary APs

2.5.1 A Temporary AP is a new AP or Substantive Revision to an existing AP that is necessary to address a significant and time-sensitive need on a temporary basis such that there is insufficient time to follow the standard review and development process without risking a significant negative impact on employees, students, or the College.

2.5.2 A Temporary AP shall be developed following the process for development and revision of a College Policy to the greatest extent practicable under the circumstances. A Temporary AP may be published and become effective without following one or more of the process requirements of this AP 1.01.02.

2.5.3 A Temporary AP may remain in effect for up to one year from the publication date, at which time it must be submitted as a proposal for the creation or revision of an AP under this AP 1.01.02 or expire.

SECTION 3: Input from Stakeholders

3.1 If the Lead Administrator of the assigned Sponsoring Unit elects to move forward with a College Policy proposal, the Sponsoring Unit shall solicit input on the proposal from a small group of relevant Stakeholders.

3.2 The size and composition of the Stakeholder group shall be at the discretion of the Lead Administrator, subject to the approval of the Chancellor, but should be generally limited to a small number (*e.g.*, six (6) or fewer) of 3

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participants with subject-matter expertise, administrative responsibility, and/or roles within the College community related directly and substantially to the content of the proposed College Policy.

3.3 The Stakeholder group will prepare and submit a draft of the new or revised College Policy to the Lead Administrator of the Sponsoring Unit for review. The Lead Administrator may approve the proposed draft College Policy, direct the Stakeholders to make additional revisions, or reject the proposal.

SECTION 4: Approval by the Chancellor

4.1 The Lead Administrator of the Sponsoring Unit will forward a Stakeholder group's approved draft College Policy proposal to the Chancellor, along with any required or requested documentation, including, but not limited to, a completed [Policy Development Form](#). All draft College Policies must be reviewed by the College's legal counsel before further action is taken.

4.2 The Chancellor may approve the draft College Policy, recommend or direct the Lead Administrator of the Sponsoring Unit to make additional revisions, or reject the proposed College Policy. Rejections will be made in writing to the Lead Administrator and include a general statement of the Chancellor's basis for rejecting the proposal.

SECTION 5: Public Comments

5.1 The Chancellor shall ensure that an approved draft College Policy proposal is posted on the College's web site for Public Comment. The posted policy shall be designated clearly as a "draft," and an email address and/or web site link shall be provided to allow persons reviewing the draft to comment on it. The posting shall remain on the College's website for not less than twenty-one (21) days.

5.2 Public Comments may be made individually or collectively (see Section 5.3 below) on behalf of a College Governance Group or other group or organization, including those outside the College.

5.3 Collective or Group Comments

5.3.1 Groups and organizations are encouraged to consider and deliberate College Policy proposals amongst themselves and submit comments that reflect the collective thoughts, questions, and/or concerns of the group or

organization as a whole. The College appreciates collective/group comments and affords them consideration commensurate with the size, membership composition, and role within the College of the group or organization represented.

5.3.2 Individuals submitting comments on behalf of a group or organization are responsible for ensuring that they are authorized to comment on its behalf and that any comments accurately reflect the sentiments of the group or organization as a whole. The Chancellor reserves the right to verify the accuracy or request clarification of any comment submitted ostensibly on behalf of a group or organization with that group or organization's leadership.

5.4 The Chancellor shall transmit all received comments to the Lead Administrator of the Sponsoring Unit for response (see Section 5.5 below).

5.5 Responses to Public Comments

5.5.1 The Lead Administrator of the Sponsoring Unit is responsible for responding in writing to all comments and questions received during the Public Comment period. The Lead Administrator shall forward the written responses to the Chancellor who shall ensure that all comments are responded to appropriately and that all responses are posted publicly on the College's website in accordance with this AP.

5.5.2 Public Comments shall generally be responded to individually. Comments and questions of a substantially similar nature may be responded to collectively or by reference to one or more previous responses.

SECTION 6: Presentation to Governance Groups

6.1 Prior to submission of a final draft to the Governing Board (see Section 8 below), the Lead Administrator of the Sponsoring Unit or a knowledgeable designee shall be made available to present the proposed draft College Policy to each of the College's Governance Groups for the purpose answering each group's questions and addressing any concerns.

6.2 Governance Groups are responsible for requesting a presentation on a particular College Policy proposal. Presentations must be requested by the Governance Group's leadership (*e.g.*, President, Vice President, Chair, Vice Chair). Requests should be submitted to the Chancellor at least seven (7)

days in advance of the date for which a presentation is requested, and, when possible, include a general summary of any questions or concerns the Governance Group would like addressed.

6.3 Presentations to Governance Groups shall generally be scheduled for dates within the applicable 21-day Public Comment period unless it does not coincide with a group's regularly scheduled meeting. If a timely presentation cannot be made to a Governance Group (*e.g.*, if the group does not hold meetings over the summer), time-sensitive College Policies may, at the Chancellor's discretion, be presented at the next Governing Board meeting and the Chancellor shall make reasonable efforts to inform the leadership of the Governance Group during the 21-day Public Comment Period.

SECTION 7: Submission of Final College Policy Proposals

7.1 At the conclusion of the 21-day Public Comment period and after the completion of any requested presentations to the Governance Groups, the Lead Administrator of the Sponsoring Unit shall prepare a final version of the proposed College Policy and submit it to the Chancellor along with a completed [Policy Development Form](#).

7.2 The Chancellor, in consultation with the College's legal counsel, will review and approve all final versions of proposed College Policies. If the Chancellor determines further work is needed, the proposal will be referred back to Lead Administrator.

7.3 The Chancellor will again review each approved final proposal to determine if it constitutes a new College Policy or Substantial Revision to an existing policy, or if it contains only Minor Updates. All new or Substantially Revised College Policies, as well as Minor Updates to BPs, will be submitted to the Governing Board (see Section 8 below). Minor Updates to APs may be implemented in accordance with Section 2.3 above.

SECTION 8: Presentation to the Governing Board

8.1 Board Policy Proposals – Minor Updates

Approved final versions of BPs containing only Minor Updates will be placed on the agenda for the Governing Board's next regular meeting for approval as part of the Consent Agenda. Minor Updates do not

require

additional readings at future Board meetings.

8.2 Board Policy Proposals – New and Substantially Revised BPs

8.2.1 Meeting 1: Information Item (No Vote)

Proposals for new or Substantially Revised BPs will be placed on the agenda for the next regular Governing Board meeting as Information Items and presented to the Board for a “first reading.” The Board may accept the presented text of the proposed BP or request further revisions. The Chancellor will refer the Board’s requests, if any, to the Lead Administrator of the BP’s Sponsoring Unit for further

consideration. 8.2.2 Meeting 2: Action Item (Board Votes)

After the completion of any additional revision requested by the Governing Board, the proposed BP will be placed on the agenda for the Board’s next regular Board meeting as an Action Item. The Board will then vote to approve or not approve the proposed BP in accordance with the Board’s applicable bylaws. If approved, the new or revised BP will be published on the College’s website.

8.3 Administrative Procedure Proposals

Approved final versions of new or Substantially Revised APs will be placed on the agenda for the Governing Board’s next regular meeting as Information Items. Following the Board meeting, the APs will be published on the College’s website. APs to which only Minor Updates have been made shall not be placed on the Governing Board’s agenda.

SECTION 9: Effective Date of College Policies

All Minor Updates and Substantial Revisions to College Policy, as well as new BPs and APs, become effective upon their publication to the College’s website.

SECTION 10: Complaints

Complaints about the interpretation or implementation of this AP, or about a particular review-and-revision process conducted pursuant to this AP, may be submitted in writing to the College's Office of the General Counsel (legal@pima.edu). Complaints should specify the College Policy (*i.e.*, BP or AP

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number) at issue and include a description of the nature of the procedural issue as well as any desired resolution.

SECTION 11: Recurring Automatic Review and Public Comment

- 11.1 All College Policies shall specify a timeframe for their recurring review and, if necessary, revision (*e.g.*, "Every [X] years"). Such timeframes should generally not exceed three (3) years.
- 11.2 The Lead Administrator of each College Policy's Sponsoring Unit shall be responsible for ensuring that the College Policy is reviewed in accordance with the specified timeframe. Such review should generally be completed no later than ninety (90) days after the next applicable revision date.
- 11.3 If the Lead Administrator determines that revisions are necessary, the Lead Administrator shall begin the proposal-submission process in accordance with this AP (see Section 2.2 above).
- 11.4 If the Lead Administrator determines that no revisions are necessary, the Lead Administrator shall notify the Chancellor in writing of that determination.
- 11.5 College Policies for which no revisions are recommended shall be posted on the College's website for Public Comment in accordance with Section 5 above and include the notice, "No Revisions Recommended." If, after responding to any Public Comments received, the Lead Administrator determines that revisions may be warranted, the Lead Administrator shall follow the processes set forth in this AP, beginning with Section 3 ("Input From Stakeholders").

SECTION 12: Definitions

"Action Item" means a discrete task appearing on the Governing Board's noticed

agenda to be accomplished, performed, or otherwise addressed during the meeting for which the agenda is noticed. An Action Item may or may not require a vote by the Governing Board.

“Administrative Procedure” or “AP” means specific, published guidance and directives to College employees, students, and the College community regarding the day-to-day College operations necessary to fulfill Board Policy.

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“Board Policy” or “BP” means an official, published statement by the College’s Governing Board setting forth and defining the general goals, ideals, and standards of the College.

“Chancellor” means, for purposes of this AP, the Office of the Chancellor, a designee of the Chancellor, and/or the College staff assigned to the Office of the Chancellor. It does not mean the Chancellor personally or individually, unless specified otherwise.

“College” means Pima Community College or the Pima County Community College District.

“College Policy” means all BPs and APs, individually and collectively.

“Governance Group” includes All College Council, Faculty Senate, Staff Council, and Student Senate.

“Information Item” means a purely informative update or other discrete article of news or information appearing on the Governing Board’s noticed agenda that does not require a vote, discussion, or other Board action.

“Lead Administrator” means the highest-level College employee with administrative authority over the Sponsoring Unit specified in a College Policy or that employee’s designee. In the event a College Policy specifies two or more Sponsoring Units, “Lead Administrator” shall mean the College employee with the most direct administrative authority over each Sponsoring Unit.

“Minor Update” means a non-substantive clerical or ministerial change to College Policy that does not materially change the College’s goals, ideals, or standards, or

alter the rights or responsibilities of members of the College community, including, but not limited to, correcting typographical errors, clarifying definitions, and updating administrative information (*e.g.*, employee titles, department names, contact information).

“Public Comment” means an opportunity for students, employees, Governing Board members, taxpayers, members of the public, and other interested parties to provide written feedback or to pose written questions to the College, as well as that feedback and those questions themselves, on proposed, revised or existing BPs and APs posted publicly by the College.

“Sponsoring Unit” means the College administrative unit or department specified 9

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by College Policy as being primarily responsible for its development, implementation, and periodic review and revision (*i.e.*, the “*Sponsoring Unit/Department*” in College Policy’s caption).

“Stakeholder” means an employee or student representative of an office, unit, department, committee, group, or organization within the College, the members or constituents of which will have direct responsibility for the administration or implementation of, or who will be directly and significantly affected by, the College Policy being considered.

“Substantive Revision” or “Substantially Revised” means an alteration to an existing College Policy that materially changes its original purpose and/or the rights and responsibilities of members of the College community through the addition, removal, or significant modification of one or more provisions or processes, or through the deletion of the College Policy in its entirety.

“Temporary AP” is a new AP or Substantive Revision to an existing AP that is necessary to address a significant and time-sensitive need to alter existing College policy or procedure on a temporary basis, such that there is insufficient time to follow the standard AP development process without risking a significant negative impact on employees, students, or the College (i.e. new statutory or regulatory deadline; emergency situation potentially impacting health or safety; unexpected event with significant impact on College operations; etc.)

AP 1.25.01 [Draft 3-29-2022]



**Pima County Community College District
Administrative Procedure**

***AP Title: Personnel
Governance and Policy for
College Employees***

AP Number: AP 1.25.01

Adoption Date: 10/3/18

Schedule for Review & Update: Every three years

Review Date(s): 3/11/20

Revision Date(s): 1/24/20, _____ *Sponsoring*

Unit/Department: Chancellor

Policy Title(s) & No(s). Personnel Governance and Policy for College
Employees, BP 1.25

Legal Reference:

Cross Reference:

PURPOSE

This procedure establishes the framework for employee input

regarding employment-related college policies and procedures.

SECTION 1: Definitions

1.1 All Employee Representative Council (AERC): A group of representatives from all employee classifications. The AERC will meet monthly and will be composed of faculty, adjunct faculty, exempt staff, nonexempt staff, temporary employee representation, and administrators selected from the groups and in the quantities listed below.

Employee Classification	Number of AERC representatives	Note	Term
Exempt	4	One seat chosen by the applicable ERG	2 years

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Non-Exempt	4	One seat chosen by the applicable ERG	2 years
Faculty	4	One seat chosen by the applicable ERG	2 years
Adjunct Faculty	2		2 years
Temp Staff	2		2 years
Administration	2		2 years

Administration appoints two representatives and facilitates elections for adjunct faculty and temporary staff representatives.

One seat each for exempt, non-exempt, and faculty is reserved for an appointed ERG member (see 1.2). ERGs will appoint one representative and one alternate to fill the reserved seat. The AERC calls for nominations for the other three seats and holds an election open to all employees in each

classification.

All representatives serve terms of two years and may serve multiple terms. The AERC will establish rules for governing its internal processes.

1.2 Employee Representative Groups (ERG): Per BP 1.25, the Board recognizes employee-elected representative groups for the three employee classifications, exempt staff, non-exempt staff, and faculty.

1.3 Resolution Team: Resolution Teams will conduct appropriate research, gather feedback from constituencies, and recommend policy or procedure changes during Meet and Confer (2.3). AERC representatives for administration and employees affected by the policies constitute the basis of each resolution team. Additional members may be added for expertise, to spread a large workload, or other reasons, up to six (6) management and six (6) employee representatives. As much as possible, representatives should have expertise in the item(s) discussed and represent diversity in perspective.

1.4 Additional Participants: The Resolution Team may invite additional subject matter experts or additional affected parties on a temporary basis as needed.

SECTION 2: Process

2.1 Collecting Input

The College encourages all employees to submit their suggestions and concerns regarding personnel policy and terms and conditions of employment to the AERC. The College will provide multiple pathways for employees to submit these suggestions and concerns and develop measures to ensure that, when desired and if possible, anonymity is preserved.

The College will establish and maintain a secure online platform for employees

to submit their suggestions and concerns to the AERC that both permits anonymity for the employee and establishes an infrastructure to ensure all submissions are archived and organized to support the AERC's needs for properly reviewing and classifying all suggestions and concerns.

2.2 Categorizing Input

The AERC will review all issues brought forward during input collection (2.1) and determine the appropriate course of action below.

2.2.1 Policy Changes

Compensation and employment-related issues of broad significance best addressed through modification of existing or creation of new Board Policies, Administrative Procedures, the Employee Handbook, or other established handbooks, will be directed to the Meet and Confer process (2.3).

2.2.1.1 Temporary Policy Changes

Temporary policy changes are modifications of existing or creation of new Administrative Procedures, Employee Handbook provisions, or other established handbook provisions necessary to address a significant and time-sensitive need on a temporary basis such that there is insufficient time to follow the standard review and development process without risking a significant negative impact on employees, students, or the College (i.e. new statutory or regulatory deadline; emergency situation potentially impacting health or safety; unexpected event with significant impact on College operations; etc.)

The College may adopt a temporary policy change without following the process contained in this AP but will seek AERC input to the

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greatest extent practicable under the circumstances. A temporary policy change will be referred to the Meet and Confer process within one year of its effective date or expire.

2.2.2 Non-Policy Changes

Employment issues of more limited applicability better addressed on an individual basis or through the processes available from an appropriate responsible unit or department, including potential policy violations, will be directed to that office (e.g., Office of Dispute Resolution, Human Resources, Office of the General Counsel, Equal Employment Opportunity Office, a Dean, etc.).

2.3 Meet and Confer

AERC representatives for each classification will determine whether their employee group would be impacted by items identified in 2.2.1 and work with Administration representatives to convene an item-specific Meet and Confer session as necessary. The Resolution Team members will jointly identify any representatives on the Resolution Team.

On an annual basis, no later than April, the AERC shall convene a compensation-based Meet and Confer to provide input and recommendations for the budget development process and determine how to utilize funding designated for salaries.

2.3.1 Resolution Teams

Resolution Teams will conduct appropriate research, gather feedback from constituents, and recommend policy or procedure changes.

2.3.2 Meet and Confer Parameters

The AERC shall identify the appropriate decision-maker and set a recommended timeline for the work of each Resolution Team. Prior to commencement of Meet and Confer, the Resolution Team shall establish guidelines for its open meetings. The goal of the process is to reach consensus through an interest-based collaboration process. If consensus cannot be reached, multiple recommendations may be submitted to the AERC for review. The AERC may:

1. move the recommendations forward to the designated decision-maker; or,
2. refer them back to the Resolution Team for revision.

2.3.3 Agreements

Management, in consultation with the Chancellor, shall have full authority to meet and confer and sign agreements with employee representatives on items agreed to during the Meet and Confer process. Such agreements are not considered College policy or procedure until approved by the Board or the Chancellor or designee, as applicable.

2.3.4 Third-Party Facilitation

If a Resolution Team determines that continuing Meet and Confer is unlikely to produce agreement on an issue, that Team may mutually agree to request facilitation by a neutral third party. However, the Board recognizes the responsibility to make decisions and reserves the right to accept or reject any facilitated agreements.

2.4 Communication

The AERC will ensure that all recommendations and resolutions are communicated with rationale to the parties involved and to the College community, when appropriate. Timely communication will occur via numerous mechanisms.

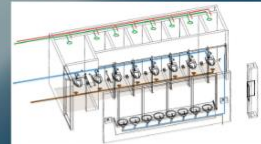
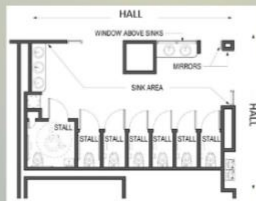
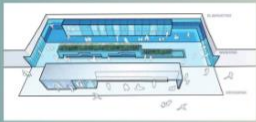
2.5 Quality Assessment

The AERC will review its processes and effectiveness annually or as needed. 5

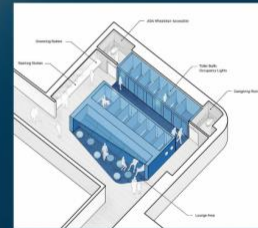
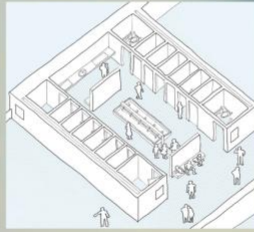
3. The topic is- Schedule of Classes (Rate My Professor) area for feedback, course surveys 1, 3 7. (Denise Reilly) (Table for April 08, 2022 meeting). Kate Schmidt and Jack Satterfield (9:30am).

4. Gender Neutral Bathrooms (Update) - (Mike Baker 10:00am)

ALL-GENDER RESTROOM LAYOUT IDEAS



ALL-GENDER RESTROOM LAYOUT IDEAS



PimaCommunityCollege

SHEET 2 OF 2

5. COVID 19 Update - (David Parker 10:15am)

Notes: Jeff Silvyn- In 2018 the legislature passed a law freedom of speech. Issued interim title 9 rules i.e. changing and making changes on a weekly basis due to the pandemic. The college is currently in its first revisions. There has been a lot of feedback to start the process AP.01.01- Employee formal proposal. AP.01.02-AP's in general are covered. Provide rough ideas and follow the process for a year. Publish in a year's time frame. Balance unexpected urgent situations. Faculty senate, staff council, adjunct faculty, pandemic advisory group all have been informed regarding the process and updates. Looking to have products available to faculty and students before they are out for the summer. Latest date would be Fall. Jon Wesley added the importance of having it by the end of summer. Jeff proposed to have it by the end of the semester. Free speech on campus and provided example of data and annual report Legislature regulatory.

PCC has an open inclusive process.

Rate my professor- [Kate Schmidt-she her](#), continued work as HLC visit from about seven years ago. For years PCC had full time faculty only listed. Went back three years and added adjunct faculty and full time. This information is located on the Intranet through PCC PDF available. Focus groups- students disclosed the use of rate my professor.com. Deficit about providing information for the students. Jakelynn didn't know the rate my professor was available before she started at PCC. Rate my professor provides students information about professors. [Jon Wesley](#) asked Jakelynn if the information about faculty was negative or positive and how did she make her decision on what professor to go with. Jakelynn researched her instructors to see their teaching styles and utilize the information she could find. PCC should do a better job to use it as a great resource.

Faculty affairs brought up automation regarding meetings. Plan by July 01, 2022 and implement by Fall of 2022. Currently PCC has 260 full time faculty and 1700 part time faculty. Would like for a biography to be by each professor's class. [Sean Mendoza](#) made a recommendation. Phil suggested Kate, faculty senate, work on recommendations. This part is faculty driven and ACC is there to support the Faculty senate. [Miguel Angel Barrera Coronado](#) suggested the search tab when looking for class to utilize the tool, instead of email. Place bio's by course schedule ability to hover over or a bubble on credentials, who I am, what I teach. Looking at class options picking the one that peaks my interest. Will need additional funding for these requests.

[Jack Satterfield](#)-IT, will work with faculty, students, and create a project team. Might have to go through professional services. Will have to go through the RFP process. Looking at banner and catalogs would need to be added (registrar) (Wright) (Diane Miller). Professor biographies (profile page) already in the banner system. Faculty input content regarding their bios, credentials, etc and help keep the information up to date. [Dorothy Netherlin](#) asked if evaluations for students are done in class. Diane replied still done in class and could have over 100 evaluations per professor. Jack and Kate will provide an update at a later date.

Mike Baker- Column 1- unisex, 30 columns, 2&3- 300 bathrooms college wide. Submitting maps at the next meeting. Open concept to the outside. Self contained, stand alone bathrooms. Sinks can be swapped with mirrors for grooming, etc. Offered two examples from U of A, one in the Educational department and another example from another educational institution back East. Airport style new construction, renovation, and opportunities. Last concept is open, but allows a little bit of privacy. Jon Wesley wanted to revisit the item with sinks and add a changing station in the ADA bathroom. Hilda brought up a cultural shift regarding bathrooms. What design is doable and in budget.

David Parker provided insight about bathrooms in France. [Jakelynn Wertif](#) if the budget allows actual space, sinks and toilets in an open area. Have access for entry space. Mike could number each option and we could send out to members to provide their voting option and any

feedback they would like to provide.

David Parker- COVID-19- Update one path response to pandemic, help from the health community. Federal contractors sign a bill PCC is a federal contractor. Very tight deadline. Didn't trigger, renew or new contract that would generate early. Safety dates to the court of appeals in 11th circuit and we will see what the court says in the next week or two. PCC is at 91% are fully vaccinated or have reasonable accommodation. Last two years high community transmittable rate. Protect the person, health care, etc. Protecting ourselves and each other. Surgical KN95 masks. National level CDC hit the bottom of the wave. Flattening out 82%. 5 years and older have at least one shot.

What are we watching, is it coming our way. We are at 3% currently and in January 33% hospital capacity. Higher education moves to a congregate setting. If the federal says yes, challenging to, but have to comply. Faculty, virtually, reasonably protective. Can choose to wear or not wear a mask. How to adjust the needs of safety. Not a lot of information on long covid. Masks encouraged, but optional. Room 75% capacity, food is boxed lunches. Healthy discussion going on recommendation to Chancellor and Board.

Brandy moves forward rate my professor. Meeting adjourned.

2021-22 Meeting Schedule

- Jan. 14, 2022
- Feb. 11, 2022
- Mar. 11, 2022
- Apr. 08, 2022
- May. 13, 2022

2021-22 Council Members

- Randolph Wright, Faculty Representative, Chair
- Collin Bryant, Student Representative, Co-Chair
- Denise Reilly, Faculty Representative
- Jon Wesley, Staff Representative
- Miguel Angel Barrera Coronado, Student Representative
- Jakelynn Wert, Student Representative
- Hilda Ladner, Administrative Representative
- Michael Lopez, Staff Representative
- Sean Mendoza, Faculty Representative, Adjunct Faculty
- Edgar Soto, Administration Representative, Vice Presidents
- **VACANT, Administration Representative, Board Representative**

All College Council

All College Council was created in 2015 by the Governing Board to support the flow of communications on college wide issues between faculty, staff and students and the chancellor.

Specifically, **All College Council is charged with making recommendations to the Chancellor on college-wide issues, excluding wages, salaries and working-conditions.**

All College Council is made up of faculty, including adjunct faculty, staff, students, administrators and a College president. It is facilitated by a member of the Executive Leadership Team, who is a communications liaison between the Chancellor and ELT and All College Council.

All College Council's role in the governance structure:

Faculty Senate handles all faculty-related issues

Staff Council handles staff-related issues

Student Senate handles student-related issues

All College Council handles college-wide issues that affect all constituent groups.

Items which come to the All College Council include the following: a

- Items that are of broad significance to the College, students and/or employees.
- Information items of interest or importance to the entire College.
- Complex issues involving a choice between multiple options

ALL MEMBERS OF ALL COLLEGE COUNCIL HAVE AN EQUAL VOICE