



# PimaCommunityCollege

**Pima Community College All College Council  
Meeting Minutes – November 14, 2025  
10:00 a.m – 11:30 a.m. | Virtual via Google Meet**

## **1. Call to Order**

Chair Jim Craig called the meeting to order at approximately 10:04 a.m. He noted that no quorum was present due to the absence of student representatives; therefore, no votes would occur during this session.

## **2. Attendance**

**Members Present:** Phil Burdick, Jim Craig, Cody Watts, Denise Reilly, Kelly O’Keefe, David Donderewicz, Francine Tupiken Ruelas, Sean Mendoza (chat only)

## **3. Approval of Minutes**

Because a quorum was not present, minutes from the previous meeting were not voted on. Jim Craig indicated that the minutes needed additional detail—particularly around key comments made in the prior meeting—and he will revise them for later electronic approval.

## **4. Discussion Items**

### **4.1 Future of the All College Council**

The group continued its ongoing discussion regarding whether ACC should continue, be revised, or be sunsetted. Key discussion themes included:

#### **4.1.1 Value of ACC as a Communication and Shared Governance Hub**

- Kelly O’Keefe emphasized the importance of ACC as a bridge between faculty, staff, students, and administrators, stating that ACC provides a cross-functional communication channel that faculty senate and staff council alone cannot

provide.

- She supported continuing ACC, but with a clearer focus, improved structure, and better integration with Faculty Senate and Staff Council reporting and feedback cycles.

#### **4.1.2 Staff Council Perspective on ACC's Role**

- Cody Watts also supported continuing ACC.
- He highlighted the need for:
  - Clearer bylaws, as current BP/AP language is inconsistent.
  - A stronger definition of ACC's purpose as a body that addresses college-wide issues such as retirement structures, HLC matters, shared governance audits, and changes to institutional systems.
  - Formal recognition of groups like Faculty Senate and Staff Council as official shared governance entities, noting that current policies do not explicitly name them.
  - Clarifying representation rules, especially related to temporary employees, which are referenced in policy but not meaningfully supported in practice.

#### **4.1.3 Concerns About Group Stability and Workload**

- Denise Reilly supported revising rather than dissolving ACC, but stressed:
  - The need for consistent participation and accountability.
  - The significant amount of "heavy lifting" required to overhaul the charter and related APs/BPs.
  - The challenge posed by frequent membership rotation.
- She proposed:

- Increasing accountability through published attendance reporting.
- Testing an in-person meeting in December to increase engagement.
- Considering a reduced meeting frequency (e.g., quarterly) to improve attendance—though Jim Craig cautioned this may slow progress toward developing recommendations by May 2026.

#### **4.1.4 Historical ACC Workload and Its Perceived Value**

Jim Craig reminded members that ACC has successfully addressed major campus-wide issues in the past, such as:

- Shared governance (prior to the Governing Board taking over the issue).
- Collegewide discussions on **unisex / all-gender restrooms**.

He expressed personal support for continued work on cross-college collaboration, noting that even as a dean he often feels communication gaps.

#### **4.1.6 Internal Audit on Shared Governance**

- Kelly and Denise discussed concerns about a recent internal audit of shared governance:
  - Faculty Senate and Staff Council were barely mentioned, creating confusion and eroding trust.
  - It appeared focused almost exclusively on AERC.
  - They expressed the need for clarity about which bodies the College recognizes as part of shared governance.

### **5. College Leadership Council (CLC) Context**

- Phil Burdick provided background on the Chancellor's new College Leadership Council (CLC):
  - Approximately 30 members, including faculty, staff, and administrators.

- Meets monthly, in person, for three-hour sessions.
- Intended to broaden input after the Chancellor reduced the size of Cabinet.
- Jim Craig noted potential overlap with ACC and asked for clarification about CLC membership, meeting structure, and whether representation is balanced (e.g., noting the absence of deans).

## **5.1 Proposal: Add Dean Representation to CLC**

- Kelly suggested adding deans to CLC for better representation of academic areas.
- Phil agreed to raise the question with the Chancellor.

## **6. Structural and Procedural Topics**

### **6.1 Quorum Clarification**

- Cody reviewed the AP language: ACC consists of **12 voting members**:
  - 3 students
  - 3 faculty (FT, adjunct, and Senate-selected rep)
  - 3 staff (2 governing board reps + 1 additional staff council rep)
  - 3 administrators (governing board rep, VP rep, administrator rep)
- A quorum requires six members AND at least one member from each of the four categories, meaning quorum was not met today.

### **6.2 Open Meetings and Guest Participation**

- The group discussed discrepancies in policy:
  - ACC meetings are open to the public.

- Yet the AP also says the chair may determine who may speak, creating contradictions.
- Members agreed this language must be revised as part of the bylaws clean-up.

## **7. Next Steps and Action Items**

### **7.1 Draft Recommendation for May 2026**

The group agreed its primary charge is to provide a comprehensive recommendation to the Chancellor by May 2026 regarding the future of ACC.

### **7.2 Subcommittee Work**

Jim Craig proposed establishing **subgroups** to work between meetings on:

- Charter and AP revisions
- Clarification of shared governance bodies
- ACC's future purpose and scope
- A potential alternative communication structure if ACC is discontinued

### **7.3 Meeting Documentation and Shared Workspace**

- Jim will revise the October minutes and prepare a detailed summary of today's meeting.
- Francine will assist with document organization and tracking.

### **7.4 December Meeting**

- The December ACC meeting will be held in person to help increase engagement.
- The meeting date has been adjusted to accommodate campus events.

### **7.5 CLC Representation Inquiry**

- Phil Burdick will contact the Chancellor regarding adding dean representation to the College Leadership Council.

## **8. Additional Notes**

- Several members reinforced the need for:
  - High accountability for attendance.
  - More structured agenda planning.
  - Clearer delineation of voting vs. non-voting participants.

## **9. Adjournment**

The meeting adjourned at 11:11 a.m.