Meet and Confer  
Management and PCCEA  
Friday, March 27, 2015

Present: Nan Schmidt, Lisa Anne Smith, Matej Boguszak, Scott Collins, Alison Colter-Mack, Julia Fiello, Makyla Hays, Ted Roush, Kate Schmidt, Greg Wilson, Dan Berryman (ex-officio), Denise Dudoit (note taker)

Absent: Dr. Ann Parker

Guest: Paula Arnquist, Arizona Education Association (AEA) Representative

I. Public Comment
   a. None

II. Review and approve Meeting Notes
   a. 3.13.15
      i. Note taker will make suggested changes and send to Chief Spokespersons for review

III. Discussion Topics
   a. PCCEA officially withdrew their compensation proposal
   b. PCCEA noted they will be asking the Board for concrete direction or guidance on sabbaticals during the April 1 Study Session; would prefer to know if they will be suspending them next year in order to avoid going through the application and approval process needlessly.
   c. PCCEA introduced an idea for cost savings
      i. If the financial situation is still dire next year, would suggest a one-time diversion of Campus Enrichment funds in an amount equal to the amount granted in personal enrichment funds that year for the College to use as needed.
   d. Article I
      i. An MOU has not been prepared at this time
      ii. After reviewing the HLC concerns, Management is confident areas that should be addressed in the FPPS has been; the matrix developed to assist with that review will be shared with PCCEA
      iii. Management and PCCEA reviewed the most recent draft and made changes to language as needed
         1. Section B - two paragraphs were combined and will require review from the College’s General Counsel
         2. Principle I - number six will require updating with current language
         3. Section C - Management and PCCEA will come back with additional language and information
         4. Section D –PCCEA expresses that it is important for PCCEA to have involvement in discussions with regards to implementing or reviewing administrative procedures.
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a. Current standard practice guides and regulations are in the process of reformatting; encouraged to streamline policies
b. Chancellor has said there are too many policies although PCCEA counters Faculty should have more policies because of what they do and how they are employed
c. Management states that having too much detail limits the actions that can be taken; a broad topic provides greater flexibility.
d. Management acknowledged that should drastic changes occur in the following year, PCCEA would like to be a part of those discussions.

5. Management states they should be in good shape to bring an MOU to the next meeting.

e. Step Progression Plan  
   i. Management is working to find out the status of step plans for next year.  
   ii. PCCEA will raise this question during the April Study Session

f. Substitute Pay / Online classes  
   i. No discussion, postponed until next meeting

g. Early & Active Retirement  
   i. Management is interested in what PCCEA feels is the ideal outcome with a true cost savings for the College.  
   ii. PCCEA envisions a competitive program targeting the needs of the College; the savings will depend on the circumstances and will vary from year to year.  
      1. Savings can be realized because the faculty member’s new, part-time assignment is at a lower rate of pay and is not benefits-eligible  
   iii. The focus would not only be on teaching but a person could also phase out their program, work on special assignments, or serve as a mentor and subject matter expert on the hiring committee should his/her position be filled.
   iv. Important to include Dave Bea as this falls under his area  
   v. Management encouraged PCCEA to put together the diagram and calculations that address the question of cost; positive aspects to the idea but the first hurdle will be the cost.
   vi. In order to determine cost with accuracy, PCCEA would need the fringe rate for Faculty and was advised the ESC could provide that information.

h. Student Learning Outcome (SLO) - J4  
   i. Addresses Appendix J of the FPPS  
   ii. The form will be referenced in the FPPS as a part of the Collegial Conference and found on the Intranet  
   iii. PCCEA requested time to review the latest version and be prepared to discuss during the next meeting
i. Attendance Task Force, Syllabi, B1
   i. Changing to look more like student learning objectives
   ii. Faculty stated they previously received no guidance on course outlines
   iii. Changes to policy were reviewed and approved
   iv. No further discussion; agreed to sign at next meeting

j. Accountability and Load Clarification, E?
   i. There is not clear language that guides those who assist Faculty with their
      schedules while on leave such as FMLA.
   ii. PCCEA identified areas for possible clarification
   iii. Management requested time to review suggested changes with HR and the ESC

k. Appendix B, 2-year wait for flex schedules, E4
   i. Agreed to language for an MOU
   ii. PCCEA has discussed other options in regards to flex schedules but will bring
       them forward during the next Meet and Confer session due to a lack of traction
       to accomplish them at this time.
   iii. No further discussion; agreed to sign at the next meeting

IV. Agenda Items
   a. Public Comment
   b. Review and approve Meeting Notes – 3.27.15
   c. Sign Agreements
      i. E4, Appendix B Unit Guideline Flex Year
      ii. B1, Article II Conditions of Work
      iii. E?, Article II and Article III
   d. Discussion Topics
      i. Substitute Pay and Small Courses (Matej and Kate)
      ii. Campus Enrichment Funds
      iii. Article I
      iv. Active and Early Retirement
      v. Appendix H
      vi. Extended and Reduced contracts – PCCEA would like Management to come back
          with proposed language for criteria
   e. Faculty Hiring Taskforce – Update
   f. Agenda for next meeting – April 24