Staff Council Meeting Minutes  
Friday, January 9, 2014  
8:30 AM – 10:30 AM  
Downtown Campus – Amethyst Room

Members Present: Delso Bosquez, Joanne Kingman, Dan Pinard, Laura Porfirio, Cameron Purdie, Donna Cohn, Mary Jondrow, Benetta Jackson, Janette Valencia, Jaime Calvao, Auriie Clifford, Gloria Coronado, Yolanda Espinoza, Chris Fox, Alex Gonzalez, Kathleen Hernandez, Sonia Jones, Carrie McLaughlin, Sean Mendoza, Jan Posz, Adrian Snellen, Shani Stewart, Tatiana Thompson, Jeff White, Jorge Caballero, Juan Diarte, Christine Cameron, Bobby Burns, Marilyn Harper, Don Harp, Dennis Olson, Alicia Rosales

Excused Absence: Suzanna Cruz, George Ahlers, Jason Brown, Aleksandra Knezevic, Trisha Hogan, Ouatfa Chuffe-Moscoso

Unexcused Absence: Cindy Gomez, Vanessa Moon, Cari Urbalejo

Non-voting Members/Visitors/Guests: Dr. Erica Holmes, Lee Nichols, Debby Yoklic, Jamie Wade, Miranda Schubert, Mykle Zoback, Mark Roybal

1. GENERAL MATTERS
   1.1. Introductions
   1.2. Agenda modifications
   1.3. Public comment and/or question(s)
      - Mark Roybal is not on staff council but asked permission to attend; conversation was had about splitting DO and M&S to make sure rep from M&S is on staff council

2. BUSINESS
   2.1. Provost Report—Dr. Erica Holmes
      - HLC update
         - Program Management team released report
         - Chancellor along with Sylvia Lee, Charolett Fugett, Mary Ann Martinez Sanchez and Nic Richmond will be going to address the Commission
         - All Faculty Day is at WC on January 16th
            - Presentations will include: Attendance Tracking, Syllabi Language and CDACs and Faculty Senate will be meeting

   2.2. HLC HR & Liaison Report—Lee Nichols
      - Talent Management System is up for approval at next BOG meeting
      - Applicant tracking will be first implementation
      - 2014 there was a total of 238 new hires
      - Dan Berryman will begin as VC HR on February 9th
      - Pathways to Civility: Tips and Techniques to Address Abrasive Conduct workshops
         - 2/2/15 through 2/13/15 with 50 sessions followed by regular sessions in future
         - Attendance is expected
         - Details posted by Monday, January 12th
2.3. Board Policy Review Update—Debbie Yoklic
   - The following policies will be posted for 21 day review:
     - **BP-1601**: Athletic Mission and Principles
     - **BP-2409**: Risk Management
     - **BP-3001**: Faculty Standard and Qualifications
     - **BP-3104**: Catalog
     - **BP-3109**: Honors
     - **BP-3110**: Student Classification and Standing
     - **BP-3114**: Developmental Education/College Preparatory Programs
     - **BP-3115**: International Education
     - **BP-3116**: Educational Contract Training and Services
     - **BP-3201**: Occupational Program External Advisory Committees
     - **BP-3202**: Course Materials
     - **BP-3503**: Financial Aid
     - **BP-3504**: Student Conduct and Ethics
     - **BP-3505**: Student Organizations
     - **BP-3602**: HIV/AIDS
     - **BP-3603**: Disabled Student Resources

3. EMPLOYEE REPORTS –
   3.1. AFSCME Report—none
   3.2. ACES Report—none

4. COUNCIL REPORTS –
   4.1. Board of Governors Report—Don Harp
       - BOG did not meet in December
       - Debby Yoklic stated that the new BOG member, Mark Hanna had received his two day orientation and will be visiting campuses—schedule still to be determined
   4.2. Campus/ District Report(s) and Updates
       - Adult Literacy Week is in February
       - 20 IBEST students started at DV
       - CC: Ambassador sessions for Adult Education took place and the groups got to practice with new BOG member, Mark Hanna
       - EC: Rummage/Craft Sale for GED program
       - NW: Piloting a case management model for students
       - NW: Invite to visit new Science building to see state of the art equipment
       - NW: Has Community Food Pantry contact Tiffany at x2121 for details or to participate
       - WC: ASU sent invite for participation in state wide science conference on Friday, January 16th; the theme is around teaching science in higher education with digital technology
       - DO: Financial Aid changes occurring—returning to paper processing and appeals will take place at the campus level; February 3rd census date and funds will be dispersed after that; R2T4 training complete with more on the way; Fiscal Advanced Analyst will be coming with intent to conduct outreach for financial aid

5. OTHER BUSINESS
   5.1. Staff Concerns – none discussed
   5.2. Mykle announced that Officer Elections and group picture would take place at the February meeting
   5.3. AVIVA was very pleased with our toy/gift card drive: 400 toys raised and $600 in gift cards; over 3,000 children served; PCC Staff Council to get a star on the wall at AVIVA
6. OPEN FORUM/QUESTIONS

7. ADJOURNMENT – Next meeting: **Friday, February 6, 2015**
   8:30 – 10:30 AM
   Downtown Campus, Amethyst Room