Members Present: Delso Bosquez, Suzanna Cruz, Dan Pinard, Laura Porfirio, Cameron Purdie, Mykle Zoback, Cindy Gomez, Mary Jondrow, Benetta Jackson, George Ahlers, Ouatfa Chuffe-Moscoso, Aurie Clifford, Chris Fox, Alex Gonzalez, Carrie McLaughlin, Natale, Laurie, Jan Posz, Adrian Snellen, Shani Stewart, Jeff White, Jorge Caballero, Tanisha Hogan, Christine Cameron, Vanessa Moon, Bobby Burns, Marilyn Harper, Don Harp, Dennis Olson, Cari Urbalejo

Excused Absence: Joanne Kingman, Donna Cohn, Jaime Calvao, Sonia Jones, Sean Mendoza, Ala Samaiel, Ashley Tellez, Alicia Rosales

Unexcused Absence: Janette Valencia, Aleksandra Knezevic, Juan Diarte

Non-voting Members/Visitors/Guests: Erica Holmes, Dolores Duran-Cerda, Daniel Berryman, Debbie Yoklie, Alison, Colter-Mack, Francisco Mendoza, Denise Kingman, Hal Melfi, Miranda Schubert

1. GENERAL MATTERS
   1.1. Introductions
   1.2. Agenda modifications – none
   1.3. Public comment and/or question(s) – none
   1.4. Welcome new council members
      • Rachel Araiza, Laurie Natale, Ala Samaiel, Ashley Tellez

2. BUSINESS
   2.1. Provost Report
      • SPG for Academic Renewal changing to an AP for “Academic Fresh Start”
        o Sent by email for comment especially from those that work directly with students
      • Saturday, May 30th Phon-A-Thon
        o 95 volunteers attended: representatives from all campuses and District, as well as, BOG
        o Handouts from the Provost report included pictures of the event
        o Feedback included: callback cards needed more information so student’s records could be viewed in advance to assist students more effectively
        o Google Doc created with list of names and ID numbers of those students contacted and will be disseminated to all those that participated in event

   2.2. HR Report
      • Dan Berryman attended his first PCC graduation this past May-stated the enthusiasm and impact on the community is inspiring
      • Gary Cruz developing 4 hr customer service professional development for staff; based on the workshop conducted March 27 “Conversation with the Chancellor”
      • New Talent Management System being developed by Cornerstone
        o Testing starts on June 15
        o Staff Council will be asked to use the system and give feedback
      • Data from the Fiscal Year
91 positions were reviewed during cyclical review
26 different employee classifications were reviewed
Marketing and HR study was conducted
Performance evaluation is still being evaluated and more information is being gathered
Step criteria may or may not be used in the new performance evaluation

- Personnel Governance Task Force
  - Being finalized with members from all three employee groups
  - Responsibility will include reviewing the Meet & Confer process

- All College Council
  - Question asked regarding the makeup of the representatives; Debbie Yoklic addressed and explained that it was driven by Board Policy and not HR so any changes would require a revision to Staff Council Bylaws

- Statistics from report
  - 19 recruitment efforts initiated (7 internal competitive/12 external competitive; 0 acting/0 faculty/0 interim); 1 direct appointment not in recruitment totals
  - 21 selections made (9 exempt: 3 internal competitive and 6 external competitive/12 non-exempt: 6 internal competitive and 6 external competitive with 4 of the 6 external/2 internal hires); 1 acting assignment
  - 1834 applications received
  - Year-to-date hiring stats (Jan 2015 – May 2015):
    - 92 total hires
      - 49% (45) Internal candidates were hired (38% or 17 candidates via internal recruitment – lateral transfer or internal and 62% or 28 candidates via external recruitment competitive)
      - 51% (47) External candidates were hired

2.3. Board Policy Update
- New policies are up for 21-day review; website has been updated
- Staff Council members are asked to forward drafts to constituents for review and feedback

3. EMPLOYEE REPORTS
3.1. AFSCME Report
- M&C MOU sent out; everyone encouraged to review
  - Only items made public can be commented on due to confidentiality of the M&C process
  - An example shared of some items “slipping through the cracks”: paid meal breaks for CSO’s
- All non-exempt staff (even if not AFSCME members) are encouraged ask questions and give feedback

3.2. ACES Report
- Food Drive is June 1 – 19; details in email
- M&C results on the ACES website
- Election results for officers:
  - President-Elect: Frank Velasquez
  - Treasurer- Charlie McConnell
  - Member Representative/ Members-at-Large: Sara Hastings- Membership and Dena Wakefield - Community Service
- Nominations currently being accepted for 2 more weeks for a Professional Development Fund Representative
- Reminder to sign up for Exempt Staff Professional Development Day via OED
- ACES leadership will participate in the Phone-a-Thon on June 20th
4. COUNCIL REPORTS –
4.1. Board of Governors Report
- Two contracts were approved:
  1) Solar: covered parking will be converted to solar panels on eligible PCC property; eligibility determined by cost effectiveness of solar vs. TEP; discussion still underway regarding participation of solar install students; savings over time estimated to be around $20 million-PCC to pay $0 up front and pay contractor vs. paying TEP
  2) College-wide Student Support Services Call Center: center will take calls placed to PCC between the hours of 7 am and 11 pm

- Faculty Emeriti Nominations
  - The Board of Governors confers Emeritus Status on notable individuals, retired from the College, to signify honor and respect for sustained, outstanding accomplishments and contributions to the College to those having a career of high professional achievement

- Budget for 2016
  - Review accepted but has not yet been approved

- Meet & Confer
  - BOG very engaged in the process
  - Both employee groups gave informative and interesting presentations

- New Temporary Representative to the BOG is being sought via the Temporary Employee Committee to replace representative that was hired into regular position

- Communication avenues to constituents
  - “Chatting” to get word out
  - Emailing info
  - Seeking permission to use college-wide listserv so info can be disseminated widely and consistently

- Mentors
  - Discussion in past on pairing more experienced members with new members but no decision yet

- Staff Council Website
  - Updated and current members with contact info listed

4.2. All College Council (ACC) Report
- On break for summer as 3 members are students and 3 members are faculty

4.3. Campus/ District Report(s) and Updates
- CC: Major changes occurring—beginning August 2nd the campus will no longer accept walk-ins for advising and is transitioning to be hub for virtual advising and online education; Adult Ed is moving to downstairs and up front; concierge at front to assist people entering building
- IT: moving to different firewalls on June 19th — contact IT with feedback, issues, etc.; June 12th milestone for Gmail – Mail Exchange will go away and emails will go directly from inbox to inbox which will speed things up; Outlook will go away completely
- Aviation: Pete Stogsdill retired on 5/31/15; he was instrumental in making the program what it is today

5. OTHER BUSINESS
5.1. Staff Concerns for BOG
- Work delegation and potential for issues as positions are eliminated was discussed; determination was that this is an operational issue rather than BOG issue and should be discussed internally with head of work unit
- Staff Councils role (?)
  - Discussion on the role of Staff Council since the creation of ACC
    - ACC is composed of members from all groups for purpose of discussing issues and bringing items forward to Chancellor and BOG
- Subcommittee
  - Discussion on forming smaller committee to work on concerns/action items for BOG
- Positive vs. Negative
  - Don’t need to focus just on a “concern” but can highlight the positive especially how they as a board are helping PCC
- Attendance
  - Staff Council should make more of an effort to encourage constituents to attend the meetings

5.2. Election & Toy Drive Committees – postponed

5.3. Discuss length of Staff Council Meetings
- Discussion on fact that meetings are rushed and run “out of time”; suggestion made to start at 8 am instead of 8:30 am; statement made that time-management is perhaps issue and with reports being submitted in advance this will help; consensus was to give new format more time and revisit the discussion in couple of months if no improvement

6. OPEN FORUM/QUESTIONS

7. ADJOURNMENT

Next meeting: **Friday, July 10, 2015**
8:30 – 10:30 AM
Downtown Campus, Amethyst Room