



Meeting Minutes – October 15, 2008 District Office – Governing Board Room

PSA Executive President, Stephen Zipperer, called the meeting to order at 2:05 PM.

Special Guest: Teresa Toney, Manager, Office of Public Stewardship

Teresa provided a overview of the history of her office, the functions, partnerships, and type of issues addressed. The Public Stewardship Office is also responsible for the Whistleblower Protection Policy which is in response to a legislative directive (A.R.S. §38-532), and states: *no adverse personnel action will be taken against an employee of the Maricopa County Community College District in retaliation or reprisal for written disclosure of information of a public concern to a public body concerning an alleged violation of law, mismanagement, gross waste of monies or abuse of authority (collectively referred to herein as “alleged wrongful conduct”).* If you wish to contact Teresa, please call 480.731.8080. Policy and procedures are in place and must be followed. Copies of the Powerpoint presentation are available by emailing lynn.mary@pcmail.maricopa.edu.

Executive Officer Reports

PSA President – Stephen Zipperer presented a brief report on the following:

- ◆ Dr. Glasper’s email regarding the budget was discussed.
- ◆ Question about layoffs – now they may be a possibility.
- ◆ Returning Veterans using the GI Bill will bring in additional enrollment for all colleges.
- ◆ We continue to work with ALL CPD.
- ◆ Talent Management will conduct a dialogue meeting. First group selected for the initiative are being reviewed.
- ◆ Prepare for re-deployment.
- ◆ Current hiring process is broken.
- ◆ Governing Board elections in District 3 (Rosenthal) and 4 (Crowley). A forum will be held at PC on October 21 at 6:00 PM, bio information on the candidates will be sent via email and we are encouraged to read them carefully.
- ◆ Winter Break will begin at noon on Wednesday, December 24 and continue through Friday, January 2, 2009. We will report back to our campuses/district offices on Monday, January 5, 2009.
- ◆ Friday, November 14, Sandra Day O’Connor will present a Leadership Lecture, at PC in the Bulpitt Auditorium. Breakfast begins at 7:30 AM with coffee, juice and pastries. Lecture begins at 8:15 AM.

Immediate Past-President – Chris Hoeffler

- ◆ Discussed the need for support staff involvement on the Talent Management issue.
- ◆ Self-identifying for movement upward.
- ◆ Mentorship – WLG, PSA, NILD, etc., to increase skill levels.
- ◆ MAT Performance Evaluation Tool committee is changing the document from a Performance Evaluation and tayloring the document to fit the job. This will be ready in fall or early winter and will affect the PSA appraisal tool. Focus groups will be called upon for their input.

President Elect – Deanna Pritchard

- ◆ No report.

Policy Chair – Anita Dusek

- ◆ No report.

Executive Secretary – Lynn Mary

- ◆ Please send Unit Reports and Agenda items at least 2 weeks before the next PSA meeting.

Executive Treasurer – Marsha Carlen.

- ◆ Payroll deduction for new members will be available in 2 installments.
- ◆ The following balances were reported:

Checking Account Balance
\$21,145.12

Savings Account Balance
\$14,495.53

COMMITTEE REPORTS

PEL: Rene’e Young, Chair (Paid Educational Leave)	<ul style="list-style-type: none"> • A meeting will be held before the end of the year.
PSD: Juliane Roybal, Chair (Professional Staff Development)	<ul style="list-style-type: none"> • In Juliane’s absence, Stephen reported there have been changes to the application – please check the website.
PSI: Darlene Hoeg, Chair (Professional Staff Internship)	<ul style="list-style-type: none"> • In Darlene’s absence, Stephen reported the Progress Reports for interns will be returned soon with mentor comments included – please check the website for changes to the application process.
Summer Conference: Deanna Pritchard, Chair	<ul style="list-style-type: none"> • A meeting will be held immediately after today’s meeting. The theme has been decided, keynote speaker requests
EBAC: Stephen Zipperer / Liz Buckton (Employee Benefits Advisory Council)	<ul style="list-style-type: none"> • Governing Board will cover a 5% increase. • ASRS moving up from 9.45% to 9.6%. • No changes in co-pay; we are in the 5th year of self-funding; TSA choices will be discussed with the consultant on November 17. • Spring 09: Life/Disability discussions • Summer 09: Medical/Dental discussions • 403b information can be obtained from Tim Clement at 18617.
Service Committee: Erica Harp	<ul style="list-style-type: none"> • Volunteers are still needed to assist with our service project in support of the Phoenix Youth At Risk Homecoming Celebration Event at Coronano High School on Sunday, November 23, 2008 from 3:30 to 8:30 PM.

FAC: Carmen Gonzales (Financial Advisory Council)	<ul style="list-style-type: none">• Next meeting is October 24.• Budget presentation.• No increase in Tuition (so far).
DAC: Stephen Zipperer (Diversity Advisory Council)	<ul style="list-style-type: none">• Diversity Leadership Alliance will be held next week.

New Business

Audit Committee

Stephen met with Sheila Duke and discussed a spreadsheet which will pass from Treasurer to Treasurer; purchasing a cashbox for each unit; and reviewing the information on a quarterly basis. The committee will make recommendations on best practices and will also do an audit of the past financial records.

Approval of September 17, 2008 PSA Meeting Minutes

On a motion and a second it was voted to approve the minutes of September 17, 2008.

Old Business: no old business was brought forth.

Respectfully submitted,

Lynn K. Mary
Executive Secretary, PSA

PSA Meeting Minutes – October 15, 2008

UNIT	Name * PSA Executive Board	Proxies	General Meeting 10/15/08
CG	Romana Carpio		X
CG	Kathy Wescott		X
CG	Ben Archer		X
CG	Julie Wright		X
DO	Carmen Gonzales		X
DO	Stephen Zipperer *		X
DO	Dennis Ellsworth		X
DO	Donna Warner		X
DO	Anna Cochran		X
DO	Marina Bender		X
DO	Karen Leja		X
DO	Carol Jella		X
EM	Marsha Carlen *		X
EM	Donna Owens		X
GC	Anna Fives	8	X
GW	Wanda Elie		X
GW	Maribel Barrera		X
GW	Deanna Pritchard *		X
GW	Patricia Kirchner		X
GW	Julia Hancock		X
GW	Mary Freeman		X
GW	Bill Tse		X
MC	Marisol Chavez		X
MC	Shannon Ridgeway		X
MC	Anita Dusek *		X
MC	Nyla Crockett	9	X
MC	Gloria Scott		X
PC	Lynn Mary *		X
PC	Mary Davison		X
PC	Henry Denman		X
PV	Elizabeth Buckton		X
PV	Alison Livingston		X
RS	Marsha Nawrocki		X
RS	Nancy Garabedian		X
SC	Chris Hoeffler *		X
SC	Mary Gibbons	2	X
SC	Mary McKeever		X
SC	Jim Jacques		X
SM	Rene'e Young		X