The meeting was called to order at 3:04 p.m.

Guests: Cason Smith for Laura Martinez, Deejay Santiago for Marchelle Nairme-Proulx, Rosa Royce, and Lorraine Jones

1. **Review of November 28, 2012, Meeting Notes**
   Number 6, third sentence, change, “...some employee groups on campus...” to, “...employees other than senior management do not...” Approved as corrected.

2. **Budget Committee Update**
   Rosa Royce gave an update on the Budget Committee. They have been discussing considerations for future budget reductions, which were then sent to Cabinet for review. They have spent a lot of time analyzing the budget reductions from the past four years. Reductions campus-wide have been 3% from 08-09. At the last Budget Committee meeting, Ginny Burley presented Instructional equipment lease information. They have also reviewed the online survey students completed, identifying the products and services most used.

3. **ITAC Update**
   Vic Belinski reported that ITAC met for the final meeting of the semester. They've spent significant time planning for the spring semester and their goals are to finish the Technology Master Plan and move forward with it and address the Technology needs related to satisfying the Student Success Initiative. This project is going to take a lot of resources from of IT and they have discussed the impact on other projects. Vic also reported that AP 3720 – Computer and Network Use passed through Academic Senate and will come to the next PAC meeting for first reading. There have been changes by both the Faculty Association and Academic Senate since PAC has last seen this AP.
4. **Facilities Advisory Committee Update**
Gary Nellesen reported that the Facilities Advisory Committee has met once since the last report. They have reviewed the Facilities Master Plan information that was reviewed at the last PAC meeting, discussed the transition into the lease-leaseback delivery method with our own project management team, reviewed project schedules, and went through portions of the Facilities Project Prioritization (AP 6610).

5. **IEC Update**
Barbara McNeice-Stallard reported that the IEC has met a couple times since the last report. The 2012 PIE Planning Summary Report is almost finished. They are reviewing BP summaries and forming a strategic plan on how we are progressing in achieving the College Goals. Ginny Burley will attend a future PAC meeting to present the Summary Report and ask for approval of any changes in PIE processes and College Goals.

6. **Campus Equity and Diversity Committee**
Lorraine Jones reported that the Campus Equity and Diversity Committee is asking that the changes that they submitted in the Annual Review be looked at by PAC. There were not significant changes to the Purpose & Function Statement, but there were some changes in the committee structure. The Management appointee was not aware he was on this Committee and has not participated. There was a request for another management representative, which Bill Scroggins said will be done at the Management Staff meeting, which is scheduled for tomorrow. The Committee would also like to add someone from Continuing Education. Eric Kaljumagi noted that the 2011 change in the Purpose & Function Statement was never brought to PAC and approved. It was recommended to agendize the approval of the Purpose & Function Statement on the January 23, 2013 Agenda as an Action item. It was also recommended to the Committee that the Purpose Statement be a short paragraph summary of the committee and change some of the Purpose numerals to Function section.

7. **Proposed New Committees**
There are two committees in the works, the Academic Senate proposed an Accreditation Committee. Eric Kaljumagi commented that they are working on the Purpose & Function Statement. He has had interaction with Barbara Beno and the intent of accreditation is that it be a continuous process, constantly changing and updating. It was suggested that there be some means of keeping the process of accreditation review ongoing. It was noted that significant changes in accreditation were proposed in a recent newsletter from the Accrediting Commission.

The second Committee proposed was a Sustainability Committee. There is a group of faculty, staff, and managers that would like to see more focused effort in the area of sustainability. It was noted that we have a number of things that we’re currently doing, but it’s not a coordinated effort and the advocacy across campus is not communicated as a campus initiative. This group wants to change people’s behavior with respect to conservation. It was commented that we don’t do a good job at celebrating the successes of the campus as it relates to what we already do campus-wide.
8. **BP and AP 5550 - Freedom of Expression (Speech: Time, Place, and Manner)**

This BP and AP were presented for second reading. Motion, seconded, and carried. This BP will be presented to Board for adoption and the AP for information only.

9. **BP 3520 - Local Law Enforcement**

This BP was presented for first reading. It was recommended to abbreviate the reference to “CFR.” After reviewing, the Council decided the addition seems like it would be better included in BP 3515. Remove the word “Police” from added language. Remove the change from BP 3520. Motion, seconded, and carried. This language will be added to BP 3515 for a second reading at the next PAC meeting.

10. **AP 4103 - Work Experience.**

This AP was presented for first reading. The Work Experience Plan is not easily accessible, so it was recommended to incorporate page 23 in the College Catalog in the AP to include that language. This BP will be brought back to the next meeting for a first reading with the added language from the Catalog.

11. **Other**

In October the Council received e-mail regarding strategic planning. It was recommended to agendize this for a future meeting.

Mission Statement Task Force update - Liesel Reinhart requested to be replaced on the Task Force as the chair due to new departmental commitments. Richard McGowan volunteered to join this group. It was recommended to agendize discussion on the level of review PAC would like to see happen.

**Future Agenda items:**

- Use of Facilities AP (January 9, 2013)
- Strategic Planning (January 23, 2013)
- Mission Statement Task Force (January 23, 2013)
- Log of BPs/Aps and QuickR (February 13, 2013)
- Campus Equity and Diversity Committee Purpose & Function Statement (February 13, 2013)
- Public Safety Officers Carrying Revolvers
The meeting adjourned at 4:40 p.m.

FUTURE MEETINGS:  
January 9, 2013
January 23, 2013