



**Faculty and Administration Collaboration Team
Meeting Agenda & Notes (in red)
August 28, 2019**

vision *A Community of Colleges—Colleges for the Community—working collectively and responsibly to meet the life-long learning needs of our diverse students and communities.*

mission *The Maricopa Community Colleges provide access to higher education for diverse students and communities. We focus on learning through: University Transfer Education, General Education, Developmental Education, Workforce Development, Student Development Services, Continuing Education, Community Education, Civic Responsibility, and Global Engagement.*

REGULAR MEETING

2:00 p.m.

Rio Salado College | 2323 West 14th Street | Tempe, AZ 85281

Rio Tower - South Room

1. Welcome and Introductions

Terry Leyba Ruiz introduces herself and explains that she will facilitate the first FACT meeting. She welcomes everyone to the committee and thanks them for their participation.

Members of the committee introduce themselves. They are:

Terry Leyba Ruiz – President, Glendale Community College

Patrick Roddy – Adjunct Faculty, Scottsdale Community College

Patricia Gail Hasse – Adjunct Coordinator, Chandler-Gilbert Community College

Greg Peterson – President, Chandler-Gilbert Community College

Stacy Smith – Residential Faculty, Paradise Valley Community College

Eddie Genna – Residential Faculty, Phoenix College

Ramona Goth – Residential Faculty, Scottsdale Community College

Teri Traaen – Adjunct Faculty, Gateway Community College

Stephanie Fujii – Vice President of Academic Affairs, Scottsdale Community College

Kate Hofland – FACT Administrative Support

2. Open Meeting Law Requirements

- Posting of the Agenda

The Maricopa County Community College District endeavors to make all public meetings accessible to persons with disabilities or individuals with Limited English Proficiency. To ensure the provision of appropriate or reasonable accommodations, please submit your request within 24 hours of the posting of the agenda. Without advance notice we are unable to guarantee the accommodations of choice. For a literal translation of this agenda, the web tool Google Translate is located on the bottom of the menu bar to the left on the Governing Board web page located at <https://administration.maricopa.edu/governing-board/agenda.php>. For more information, please contact the Board Assistant at (480) 731-8889.

Leslie Cooper, General Counsel for the Maricopa County Community College District, attends the meeting to explain that because FACT was created by the Governing Board as an advisory committee it must comply with Open Meeting Law and begins to discuss the requirements of compliance. Various questions are asked and Ms. Cooper agrees that she will research the specific questions and provide guidance to FACT soon.

She also explains that FACT will likely get its own page on the district website for convenience and for transparency.

3. Board Progress Expectations

- Timeline to Finalize Faculty Agreement
- Monthly Reporting at Board Agenda Review
- Presentation of Points of Disagreement

The draft of the Faculty Agreement needs to be presented to the Governing Board by the December board meeting. There will be monthly reporting to the board. It is unclear whether that will be in general session or the executive session. Ms. Ruiz suggests that the presentation to the board be done by representatives of each of the three constituencies to show collaboration.

4. FACT Working Agreements

- Collaborative Problem Solving - Modified Interest Based Problem Solving

Modified Interest Based Problem Solving is a method of problem solving and negotiation that Eddie Genna and Teri Traaen will train the FACT Committee about on September 6, 2019.

- Previously Proposed Use of Committees
- Decision-Making Process

There is discussion about how FACT will make decisions. More guidance is necessary from Leslie Cooper.

- Communication Plan

5. Review of Previous FACT Proposals

- Overview of Draft Transitional Document

FACT members would like to know what portions of the document might not have been acceptable to the Governing Board previously in order to guide them in their current work.

They also want to be given an assurance that the Governing Board approves of them using the “transitional” document, which the FACT committee has agreed to call the “draft.”

- Review of Feedback from Councils & Constituent Groups
- Proposed Modifications and/or Renewed Adoption of Proposals

6. Identify Next Steps

- Determine Preparation Process for Monthly Report
- Determine Content and Communication Points to Be Shared with Councils & Constituent Groups

Teri Traaen suggests that the Draft be broken into sections and that a schedule be created for the modification of each section. She believes that this method will most efficiently get the document finished by the deadline. There is discussion of this strategy. No decision is finalized at this time.

- Determine Agenda for Next Regular FACT Meeting, September 11, 2019

During the meeting FACT agrees that they would like more specific information regarding compliance with Open Meeting Law. Terry Leyba Ruiz contacts Leslie Cooper to see if she's available for a training on September 6, 2019. Ms. Cooper is available and the committee decides that there will be an additional meeting on September 6, 2019 from 2:00-5:30 for OML training and Interest Based Problem Solving Training.

FACT wants specific mention on the Notice for the September 6 meeting that the public is invited to participate in the training.

Possible agenda items for September 11 FACT meeting:

1. Legal advice regarding Open Meeting Law
2. Ask legal counsel about parts of draft that were less acceptable when previously presented to the Governing Board
3. Read and Review previous feedback from constituencies
4. Review and analyze the first few Articles of the current draft
5. Decide on sub committees and task forces in order to expedite the FACT process
6. Ground rules for decision making. (Decisions should be made with at least _ number from each constituency.)

FACT agrees that they will rotate who will facilitate each meeting. Stacy Smith will facilitate the September 11, 2019 meeting.

FACT discusses the schedule of future meetings:

September 17, 2019	Report at Governing Board meeting
September 18, 2019	FACT meeting
September 25, 2019	FACT meeting
October 9, 2019	FACT meeting
October 15, 2019	Report at Governing Board meeting
October 23, 2019	FACT meeting