



January 7, 2013

To: Pima County Community College District Employees  
Pima County College Constituents

From: Dr. Kathleen Nelson, Chair, HLC Fact-finding Team

The Higher Learning Commission's (HLC) Fact-finding Team will be in Tucson visiting with members of the PCC learning community and with general community members on January 17-18, 2013. This visit will be focused upon reviewing the facts associated with complaints filed with the HLC over the course of the past nine months. The general agenda for this visit accompanies this memorandum. As a part of its visit agenda, members of the fact-finding team will be available to meet with individuals wishing to speak with them. Forty-eight twenty-minute meeting times have been established for this purpose. As noted below, these meetings will be held at four of the institution's campuses. Specific room locations will be provided prior to the meeting dates. Individuals who wish to meet with a member of the HLC team may arrange to do so by contacting Ms. Carrie Caine at the following email and phone number: [ccaine@hlcommission.org](mailto:ccaine@hlcommission.org) or 800-621-7440, Ext. 125. The Commission will attempt to balance the availability of meeting times to ensure that both employees and external constituents have an opportunity to meet with team members should they wish to do so. All meetings will be confidential unless attendees wish to waive such confidentiality.

**Meeting Times and Locations:**

<b>Northwest Campus</b>	<b>Thursday, January 17 from 3:00 – 5:00 PM</b>
<b>East Campus</b>	<b>Thursday, January 17 from 3:00 – 5:00 PM</b>
<b>Desert Vista Campus</b>	<b>Friday, January 18 from 8:30 – 10:30 AM</b>
<b>West Campus</b>	<b>Friday, January 18 from 8:30 – 10:30 AM</b>

Sincerely,

Kathleen L. Nelson, Ed.D.  
President Emeritus, Lake Superior College  
Higher Education Consultant for the Higher Learning Commission