NOTICE OF REGULAR GOVERNING BOARD MEETING

7:00 p.m.
March 20, 2013
Northwest Campus
Community Room
7600 Shannon Road
Tucson, AZ 85709-7200

AGENDA FOR MEETING*

General Matters/Reports
1. Call to Order
2. Pledge of Allegiance

Public Comment and Reports
3. Public Comment – Call to Audience

The Pima Community College Board of Governors welcomes public comment on issues within the jurisdiction of the College. Comments should be limited to five minutes per individual. At the conclusion of public comment, individual Board members may respond to criticism made by those who addressed the Board, may ask staff to review a matter, or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that internal College processes are available to students and employees for communication.

4. Reports by Staff Representatives
   • Representatives Gloria Majalca and Robert Ramirez will provide highlights from the Staff Council meeting of March 1st. Highlights will include: Provost’s Report; Interim Chancellor’s Report, Liaison Report, Employee Reports (AFSCME, ACES, Campus and District Reports).

5. Reports by Student Representatives
   • Students Josue Saldivar and John Valenzuela will highlight recent activities at the Community, Desert Vista, Downtown, East, Northwest and West Campuses.
6. Reports by Faculty Representatives
   • Faculty Representatives Kimlisa Salazar Duchicela and Patricia Figueroa will provide highlights from the Faculty Senate meeting of March 1st. Highlights will include: Interim Chancellor’s Report, Provost’s Report, PCCEA Report, and Faculty Senate President’s Report.

7. Governing Board Member Reports
   • The Chairperson, Secretary and/or members of the Governing Board may report on recent events at or involving the College.
     ▪ Chancellor Search Process
     ▪ HLC Visiting Team Report

8. Chancellor’s Report
   • Interim Chancellor Suzanne Miles may report on current events at or involving the College. The Interim Chancellor may also provide information to the Governing Board on the following topics: Changes being considered and/or made to College processes and systems, Legislative and Budget Updates.
     ▪ Northwest Campus Update
     ▪ Information Technology Projects Update
     ▪ Tucson Historic Preservation Foundation
     ▪ HLC Response Process

   • Preliminary 2012/13 fiscal year results through January 2013

Information Items

10. Separations from Employment
    • Information item listing retirements and separations from employment: Stu I. Barr, Susan L. Cessna, George J. De La Riva, Deborah J. Gaddy, Alojzy Kajstura, Ph.D., Geraldine Meinke, Barbara J. Montenegro, Anthony P. Pitucco, Ph.D. and Gary M. Riegert

11. Fiscal Year 2013-2014 Changes in cost recovery Course Fees
    • This information item includes new and revised fees that cover instructional delivery costs such as: consumable supplies, field trip fees and certifications.

12. Fiscal Year 2013-2014 Differential Tuition
    • This information item will include a list of the disciplines to be charged differential tuition A and differential tuition B for fiscal year 2013-2014. This list of disciplines was generated in accordance with the College’s cost analysis for differential tuition.
Action Items

13. Approval of Minutes of the following meetings:
   A. Special Meeting of February 27, 2013
   B. Regular Meeting of February 27, 2013
   C. Special Meeting of March 8, 2013

14. Consent Agenda

14.1 New Appointments
- Administration is requesting approval to hire the following individuals: Carlos Cocio, Staff Instructor; Ely Esparza, Program Coordinator; Michelle Henry, Research Specialist; Roberto Pena Ramirez, Trades Maintenance Technician, Grounds and Donna Reynolds, Support Technician.

14.2 Adjunct Faculty Appointments
- Administration is requesting that the individuals listed as certified adjunct applicants be approved for use as a pool of employees for current and future adjunct faculty assignments and as temporary non-credit instructors: Elizabeth C. Kelley, Translation and Interpretation Studies (Occupational/Workforce); Marta V. McKenna, Behavioral Health Services (Occupational/Workforce) and Virginia A. Stanek, Economics (Academic), Computer Information System (Occupational/Workforce).

14.3 Temporary Appointments
- Administration is requesting that the individuals listed be employed as temporary employees. Ashely Arthur, Laboratory Assistant; Tricia Beck, Instructor; Nancy Bevens, Workforce Trainer; Mark Bruns, Instructor; Dolores Del Giorgio, Instructor; Samantha Hamlin, Tutor I; Michael Hensley, Workforce Trainer; Elizabeth Isely, Tutor I; Trynia Kaufman, Instructor; Brian Kehn, Tutor I; Adam Kingery, Workforce Trainer; Russell Kingery, Workforce Trainer; Chris McCabe, Workforce Trainer; Christina Macias, Laboratory Assistant; Russell McSpadden, Laboratory Assistant; Pepper Alexandria Moore, Instructor; Jay Petersen, Workforce Trainer; Stephanie Robles, Office Aide; Diana Robin, Instructor; Dillon Schultz, Office Aide; Kent Walker, Workforce Trainer and Ian Zickler, Workforce Trainer.

14.4 Administrator Contracts 2013-2014
- Administration recommends the Board of Governors approve the administrator regular appointments for 2013-2014 as shown on the attached Exhibit A.
Action Items (Continued)

14.5 Summer Work Schedule 2013
   • Administration recommends that the Board of Governors approve a flexible work scheduling provision for non-exempt, exempt staff, and administrative employees. This provision includes a four-day workweek schedule starting the week of May 20, 2013, and ending August 16, 2013. The following provisions will apply during this period.

14.6 Sabbaticals Approval for Fall 2013 and Spring 2014
   • Administration recommends the Board of Governors approve full-pay sabbaticals for fall semester 2013 for Instructional Faculty Mariana Carreras, Wayne Hacker, and Francisca James Hernandez and half-pay sabbaticals for spring semester 2014 for Instructional Faculty Wayne Hacker and Francisca James Hernandez.

   • Administration submits the final reading of the revised Board Policy 1501 – Affirmative Action/Equal Employment Opportunity.

14.8 BP-1503: Harassment (Including Sexual Harassment) – Final Reading
   • Administration submits the final reading of the deleted Board Policy 1503 – Harassment.

14.9 BP-2701: Copyright – Final Reading
   • Administration submits the final reading of the revised Board Policy 2701 – Copyright.

14.10 Contract: Employee Dental Benefits for Fiscal Year 2013-2014
   • Administration recommends approval of the contract renewal for pre-paid (Employers Dental Services) and preferred provider (United Concordia) dental insurance plans for employees for the 2013-2014 fiscal year, the third renewal year of the College’s four-year option. No changes to plan design or rate structures are recommended at this time.

   • Administration recommends approval of the contract renewal with Minnesota Life for basic and optional life insurance coverage for employees for the 2012-2013 fiscal year, the third renewal year of the College’s four-year option. No changes to plan design or rate structures are recommended at this time.
Other Action Items

15. Contract: Employee Medical Benefits for Fiscal Year 2013-2014
   • Administration recommends approval of the contract renewal with CIGNA for group health insurance for employees based on negotiated rates for the 2013-2014 fiscal year, the final year of the five-year contract. The contract is valued at approximately $9.2 million. The medical/pharmacy benefit premium contribution structure for both medical plans will remain the same with both the College and employees sharing proportionately in the 7.5% cost increase.

   • Administration recommends approval of the contract renewal with Express Scripts for pharmaceutical benefits management for employees based on negotiated rates for the 2013-2014 fiscal year, the fourth year of a five-year contract. The College will also initiate coverage management procedures (prior authorization and quantity management) designed to focus on long-term cost containment and participant safety.

17. Fiscal Year 2013-2014 Student Tuition and Services Fees
   • Administration recommends that the Governing Board increase and establish the per unit tuition rates for FY 2013-2014 for both in-state and out-of-state students to help provide support for expected costs in the 2013-2014.

Adjournment

Regular Meeting
April 10, 2013, 7:00 p.m.
District Office
Community/Board Room
4905 East Broadway
Tucson, AZ 85709-1010

* Option to recess into legal advice executive session — Pursuant to A.R.S. §38-431.03(A)(3) the Governing Board may vote to go into executive session for the purpose of obtaining legal advice from its legal counsel with respect to any item listed on this agenda or any addendum thereto.

* Additional Information — Additional information about the above agenda items can be found in the Governing Board packet that is available for review at the Campus Libraries and on the College’s website at www.pima.edu/board/packets.

* For ADA accommodation requests, please call 206-4971, Teletypewriter (TTY) 206-4530.
EXHIBIT A

Stella A. Bay, Executive Director of the Department of Public Safety
Aubrey Conover, Ph.D., Vice President of Student Development
Nina Corson, Academic Dean of Instruction
Imelda Cuyugan, Assistant Vice Chancellor for State Governmental Relations
Donna H. Gifford, Vice President of Instruction
Mary Kay Gilliland, Ph.D., Academic Dean of Instruction
John E. Gillis, Academic Dean of Instruction
Mary Beth Ginter, Ph.D., Academic Dean of Instruction
Diane Groover, Assistant Vice Chancellor for Finance
Jerry Haynes, Vice President of Student Development
Cheryl M. House, Executive Director for PCC Foundation
Patricia G. Houston, Academic Dean of Instruction
William J. Howard, Assistant Vice Chancellor for Business Services
Anne Rachelle Howell, Assistant Vice Chancellor for Grants, Planning and Institutional Research
Darla J. Lammers, Vice President of Instruction
Mary Ann Martinez Sanchez, Ph.D., Assistant Vice Chancellor for Academic Services and Vice Provost
Marty Mayhew, Academic Dean of Instruction
Leticia I. Menchaca, Assistant Vice Chancellor for Student Development
Lorraine Morales, Ph.D., Vice President of Instruction
Brigid K. Murphy, Vice President of Instruction
Ann Parker, Ph.D., Vice President of Student Development
Anna Reese, Executive Director of Financial Aid
Nicola C. Richmond, Ph.D., Academic Dean of Instruction
Ted A. Roush, Vice President of Instruction
James Sanchez, Ph.D., Psychologist
Jeffrey Silvyn, College General Counsel
Robert Simpson, Ph.D., Academic Dean of Instruction
Nancee J. Sorenson, Ed.D., Vice President of Student Development
Edgar F. Soto, Executive Director of Athletics
Stan Steinman, Academic Dean of Workforce & Business Development
Heather Tilson, Ph.D., Executive Director of Planning and Institutional Research
Michael Tulino, Vice President of Student Development
Anne M. Vosberg, Ed.D., Vice President of Student Development
Daniel C. Wright, Ph.D., Academic Dean of Instruction
Deborah Yoklic, Assistant Vice Chancellor
Darla Zirbes, Ph.D., Vice President of Instruction