NOTICE OF REGULAR GOVERNING BOARD MEETING

7:00 p.m.
April 10, 2013
District Office
Community Board Room
4905 E. Broadway Blvd.
Tucson, AZ 85709-1005

AGENDA FOR MEETING*

General Matters/Reports

1. Call to Order

2. Pledge of Allegiance

3. Governing Board Recognition and/or Awards
   The Governing Board formally recognizes and/or presents awards to employees, students and community members as a result of outstanding achievements as shown on the attached Exhibit A.

Public Comment and Reports

4. 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.

5. Reports by Staff Representatives
   - Representative Robert Ramirez will provide highlights from the Staff Council meeting of April 5. Highlights will include: Interim Chancellor’s Report, Provost’s Report, Liaison Report, Employee Reports (AFSCME, ACES, Campus and District Reports).
General Matters (Continued)

6. 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.

7. Reports by Faculty Representatives
   • Faculty Representatives Kimlisa Salazar Duchicela and Patricia Figueroa will provide highlights from the Faculty Senate meeting of April 5. Highlights will include: Interim Chancellor’s Report, Provost’s Report, PCCEA Report, and Faculty Senate President’s Report.

8. 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
     ▪ Interim Chancellor

9. Chancellor’s Report
   • The Interim Chancellor 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.
     ▪ Aviation Program

    • Preliminary 2012/13 fiscal year results through February 2013

Information Items

11. Separations from Employment
    • Information item listing retirements and separations from employment: Constance Strickland, Jane W. Worrall, Mary H. Holmes, Anthony R. Schlak, Sharon J. Sinibaldi and Gwendoline H. Vazquez.

    • Information item listing executive administrators (Exhibit B) who are in the first fiscal year of their two fiscal year contracts and will be entering the second year of their two fiscal year contract on July 1, 2013.

13. Personnel Policy Statement for College Employees Appendix H
    • Information item regarding the March 8, 2013, amendments to the Family Medical Leave Act.
Action Items

14. Approval of Minutes of the following meetings:
   A. Special Meeting of March 16, 2013
   B. Special Meeting of March 20, 2013
   C. Regular Meeting of March 20, 2013
   D. Special Meeting of March 25, 2013

15. Consent Agenda

15.1 New Appointments
   - Administration is requesting approval to hire the following individuals: Jacqie Allen, Educational Support Faculty Counselor; Glenn Baron, Instructional Faculty Hotel and Restaurant Management; John L. Barrowman, Instructional Faculty Aviation; Timothy Cruz, Ph.D., Instructional Faculty Biology; Erika Elias, Educational Support Faculty Counselor; Mays Imad, Instructional Faculty Biology; Evart Kuykendall, Trades Maintenance Specialist Structural Systems; Josh Lamoreaux, Graphic Designer/Media Designer; Greg Loumeau, Instructional Faculty Digital Arts; Sylvia Loustaunau, Educational Support Faculty Counselor; David Martin, Trades Maintenance Technician Grounds; Jessica Petrie, Support Technician; Renee Richard, Instructional Faculty Accounting; Kenneth T. Scott, Ph.D., Instructional Faculty Biology; Bernard Simon, Fiscal Advanced Analyst; and Carolyn Sotelo, Instructional Faculty Dental Assisting Education.

15.2 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: Christian Christophe, Engineering, Mathematics (Academic); Colette P. Hernandez, Respiratory Therapy (Occupational/Workforce); Ryan M. Lang, Writing (Academic); Thomas J. Louis, Fire Science (Occupational/Workforce); Ashley E. Williams, Veterinary Technology (Occupational/Workforce); Elaine Yee, Writing (Academic), Literature (Academic).

15.3 Temporary Appointments
   - Administration is requesting that the individuals listed be employed as temporary employees. Individuals may be used as a pool of employees for current and future temporary assignments: Wilson Barajas, Instructor; Deborah Bird, Instructor; Norah Booth, Instructor; Carlos Bunzira, Instructional Aide; James Ferguson, Instructor; Brandi Fielden, Laboratory Assistant; Roger Forrester, Assistant Program Coordinator; Nate Gahn, Assistant Football Coach; Jerry Gill, Instructor; Debra Hruschka, Instructor;
**Action Items (Continued)**

Katherine Kontras, Instructor; Joseph Koughn, Laboratory Technician; Annalisa Loevenguth, Office Aide; Vivian Lueck, Public Safety Dispatcher; Luis Martinez, Tutor I; Melissa Matsushino, Instructor; Deborah Mobula, Instructional Aide; Marco Ortega, Instructor; Brian Peabody, Head Coach-Men’s Basketball; Nancy Pearlman, Instructor; Brian Ramirez, Head Men’s Tennis Coach; Paul Reineke, Instructor; Rachel Reitz, Instructor; Marco Rodriquez, Instructor; Dayanara Rojas, Laboratory Technician; Janet Sabb, Instructor; Maria Vanegas, Instructor; and Enwei Wang, Instructor.

15.4 **Executive Administrator Contract Fiscal Year 2013/2014**
- Administration is requesting approval to extend Executive Administrators contracts for Dr. Jerome Migler and Mr. William Ward to bring them in line with the current contract term for Executive Administrators set to expire on June 30, 2013 to June 30, 2014.

15.5 **Contract: District-wide Security Access System**
- Administration is requesting approval to award a contract in the amount of $307,847.09 to Honeywell Building Solutions for the initial phase of a project to provide and install a District-wide Security Access System.

15.6 **Contract: Gas Cards**
- Administration is requesting approval to increase the contract with Voyager Fleet Systems to provide gas cards and a gas card management system for the period July 1, 2012 through June 30, 2013. The contract costs will not exceed $140,000 for fiscal year 2013.

15.7 **BP-1501: Affirmative Action/Equal Employment Opportunity – Final Reading**
- Administration submits the final reading of the revised Board Policy 1501 – Affirmative Action/Equal Employment Opportunity.

15.8 **BP-1503: Harassment (Including Sexual Harassment) – Final Reading**
- Administration submits the final reading of the deleted Board Policy 1503 – Harassment.
Other Action Items

16. Changes to Personnel Policy Statement for College Employees and Administrative Personnel Policy Statement
   • Administration is requesting approval to change the length from two fiscal year terms to one fiscal year term of Executive Administrator Contracts effective July 1, 2013.

17. Fiscal Year 2013-14 Employee Salary Increases
   • Administration recommends the Board of Governors approve employee salary increases to be included in the proposed budget for fiscal year 2013-14.

18. Capital Budget Plan for fiscal years 2014 and 2015
   • Administration is requesting approval of the fiscal year 2014 and 2015 Capital Budget Plan and the list of capital projects.

   • Administration is requesting approval to award contracts for legal services with three Arizona law firms for fiscal year 2013-14. Through these contracts, legal services would be provided to the College on an as needed basis. Total annual expenditures for the combined work are anticipated to be less than $200,000, as outside legal services will only be utilized to supplement and support the District’s in-house General Counsel. Primary Contacts: Lisa Anne Smith, Managing Shareholder — DeConcini McDonald Yetwin & Lacy, P.C.; Timothy Stratton, Partner — Gust Rosenfeld P.L.C.; and Denise Lowell-Britt, Partner — Udall Shumway PLC.

20. State Match Funding for Adult Education
   • Administration recommends that a letter be sent to the Arizona Legislature from the Board of Governors expressing strong support for the state to provide the required match funds for the FY2014 Adult Education program to allow the state to access $12.5 million in federal funds.

Adjournment

Regular Meeting
May 8, 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](http://www.pima.edu/board/packets).

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

**EXHIBIT A**

- Aleksandra Knezevic: Completing a Master of Science Degree in Information Technology Management with concentration in Business Intelligence, Summa Cum Laude from Trident University International
- George Ahlers: Completing a Bachelor of Science Degree in Technology Management from Northern Arizona University
- Commander Manny Amado: Received his Master of Education in Human Relations from Northern Arizona University
- Brian Basgen: Completing a Master of Science Degree in Information Technology Management, Summa Cum Laude from Trident University
- Gareth Rixton: Achieving a Microsoft Certified Professional (MCITP) certification
- Florence Doran: Selected by the Tucson Nurses Week Foundation as one of Tucson’s Fabulous 50 Nurses for 2013
- Officer Trevor Vye: Received the Mothers Against Drunk Drivers (MADD) DUI Officer Award
- Margaret White: Certified as a Professional in Human Resources from SHRM
- Diane-Marie Landsinger: Received the Society for Human Resources Management Innovation Award
- Ana Jimenez: Appointed as the Traveling Workshop Coordinator for the American Mathematical Association of Two-Year Colleges where she will promote, coordinate, maintain and evaluate Traveling Workshops throughout the nation
- Johnson Bia: Recognized for his long-time service on the Pima County Workforce Investment Board by Chairman Ramon Valadez
- Phillip Melton: One of five artists featured in “Take Five”: Interpretations of the Landscape, at the Davis Dominguez Gallery. In addition, he also has an exhibit at the City of Tucson’s William Clements Recreation Center, just north of East Campus
- Steve Uyeda: Received the Paragon Award from Phi Theta Kappa International Honor Society as one of 30 “new” advisors
- JodyLee Duek: Received a “Continued Excellence Award” from the Phi Theta Kappa International Honor Society
- Rob Carey: Selected as a Phi Theta Kappa 2013 Faculty Scholars from among nearly 3,000 chapter advisors through a rigorous application process, based on knowledge of the 2012-2013 Honors Study Topic, “The Culture of Competition,” and demonstrated excellence in teaching or administration
- Louise Glogoff: Received the Gold Award for Website and Silver Paragon Award for Online Services from the National Council for Marketing & Public Relations
- Leah Einecker: Received the Gold Award for Website and Silver Paragon Award for Online Services from the National Council for Marketing & Public Relations
• David Van Horn: Received the Gold Award for Website and Silver Paragon Award for Online Services from the National Council for Marketing & Public Relations

• Mary Ross: Recipient of the All-Arizona Academic Team for the Community Campus, First Team

• Jessica Carbajal: Recipient of the All-Arizona Academic Team for the Downtown Campus, First Team

• Geoffrey Armstrong: Recipient of the All-Arizona Academic Team for the Downtown Campus, First Team

• Eryn Wuori: Recipient of the All-Arizona Academic Team for the Desert Vista Campus, First Team

• Kelly Ruhlman: Recipient of the All-Arizona Academic Team for the Desert Vista Campus, First Team

• Gina Mancebo: Recipient of the All-Arizona Academic Team for the West campus, Second Team

• Dax Crocker: Recipient of the All-Arizona Academic Team for the East Campus, Second Team

• Maria Elena Moreno: Recipient of the All-Arizona Academic Team for the West campus, Third Team

• John Anglin: Recipient of the All-Arizona Academic Team for the Community Campus, Third Team

• Leila Camus-Lamnaouar: Recipient of the All-Arizona Academic Team for the East Campus, Third Team

• Johanna Carrig: Recipient of the All-Arizona Academic Team for the Northwest Campus, Third Team

• Serena Davis: Recipient of the All-Arizona Academic Team for the Northwest Campus, Third Team

• Estrella Havey: Making a significant Community Contribution to PCC Desert Vista Campus, Midvale Park Neighborhood area in southwest Tucson, and members of Phi Theta Kappa with Market on the Move

• Francesca Samuel: Instrumental in forming a partnership with Arizona Translators and Interpreters and Pima Community College to provide students with ongoing professional development opportunities

• Dorothee Harmon: Partnering with Pima Community College to provide tuition support for classes in manufacturing and green technology for eligible students on the Downtown Campus

• Shirley Scott: Partnering with Pima Community College in the dedication of the Atturbury Wash Greenway, Phase 1, and for her unrelenting and passionate commitment to the creation of recreational, environmentally friendly, green spaces for the students, staff and faculty of the East Campus and residents of the East Side

• PCC Facilities Department: Awarded the Cornerstone Building Foundation “Owner of the Year Award”
EXHIBIT B

- Louis S. Albert, Ph.D., West Campus President
- David Bea, Ph.D., Executive Vice Chancellor for Finance and Administration
- Johnson Bia, Ph.D., Desert Vista Campus President
- Luba Chliwniak, Ph.D., Downtown Campus President
- Charlotte A. Fugett, East Campus President
- C. J. Karamargin, Vice Chancellor for Public Information and Federal Government Relations
- Janet L. May, Vice Chancellor for Human Resources
- Keith W. McIntosh, Vice Chancellor for Information Technology
- Suzanne L. Miles, Ph.D., Community Campus President