NOTICE OF REGULAR GOVERNING BOARD MEETING

7:30 p.m.
May 8, 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

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 Amy Parker and Robert Ramirez will provide highlights from the Staff Council meeting of May 3. 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
   • Student John Valenzuela will highlight recent activities at the Community, Desert Vista, Downtown, East, Northwest and West Campuses.
General Matters (Continued)

6. Reports by Faculty Representatives
   • Faculty Representatives Kimlisa Salazar Duchicela and Patricia Figueroa will provide highlights from the Faculty Senate meeting of May 3. 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
     ▪ Meetings of Staff and Community Groups Report

8. Chancellor’s Report
   • Interim Chancellor Zelema Harris 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.
     ▪ Adult Education Presentation
     ▪ Meet and Confer Presentations
       o Meet and Confer teams for the three employee groups ACES, AFSCME and PCCEA will present their activities and proposals.
     ▪ HLC Update
     ▪ The Return of the Corn Mothers Exhibit

   • Preliminary 2012/13 fiscal year results through March 2013

Information Items

10. Separations from Employment
    • Information item listing retirements and separations from employment: Matthew S. Benander, Vivian G. Lueck, Catherine Yager and David Zavala

11. Student Aide Hires
    • Information item listing student aide appointments: Juan Chamorro, Erica Jameson and Carina Melgarejo

12. Employee Assistance Program
    • The Employee Assistance Program (EAP) is a College paid benefit for employees, dependents, spouse or domestic partner. In January 2013, the College sought proposals from qualified firms to provide an Employee Assistance Program. Representatives from the Benefits Committee and Human Resources evaluated the bid proposals received.
Information Items (Continued)

13. Contract: Combined Credit/Non-Credit Schedules of Classes for Fiscal Year 2013-2014
   • Administration is requested approval to award a contract to Signature Offset for printing services and delivery of the Combined Credit/Non-Credit Schedules of Classes for Fiscal Year 2013-2014. The estimated total amount required is $67,664.

Action Items

14. Approval of Minutes of the following meetings:
   A. Special Meeting of March 29, 2013 (5:00 pm)
   B. Special Meeting of March 29, 2013 (5:30 pm)
   C. Special Meeting of April 2, 2013
   D. Special Meeting of April 10, 2013
   E. Regular Meeting of April 10, 2013
   F. Special Meeting of April 14, 2013

15. Consent Agenda

15.1 New Appointments
   • Administration is requesting approval to hire the following individuals: Susan Celeste Blackwell, Instructional Media Specialist; Christopher Cabello, Instructional Faculty; Tyler Moore, Instructional Media Specialist; Teddi Schnurr, Instructional Faculty; Trina Shartsis, Instructional Faculty; Natalie Shue, Student Services Advanced Specialist; Eric Stallard, Support Technician and Ira Zarin, Library Services Specialist.

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: Terry R. Bailey, Nursing (Academic Limited Exemption); Sawhney Vien Belcher, Nursing (Academic Limited Exemption); Diana K. Dawson, Biology (Academic); Chemistry (Developmental); Raymond Klein, Fire Science (Occupational/Workforce); Zacharias Knickerbocker Behavioral Health Services (Occupational/Workforce) and Social Services (Academic); Sharon L. Parker, Ph.D., Art (Academic) and Holly M. Rupert Journalism (Academic), Speech Communication (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: Katie Anderson, Instructor; Melissa Bouey, Tutor I; Salvador Camarena, Van Driver; Daniel Kane, Laboratory Technician; Cassandra LaFaye, Instructor; Blake Maddox, Tutor I; Andrew Marshall, Instructor; Sandra Pelter, Instructor; Daniela Romero, Laboratory Technician; Erica Trentham, Office Aide; Maria Vargas, Office Aide; Sean Watkins, Instructor and Justin Zebb, Workforce Trainer.

15.4 Faculty Administrative Appointment Renewal
- Administration is requesting that the individual listed be renewed for an additional academic year: Rita Lennon; Instructional Faculty, Clinical Research Trial Coordinator.

15.5 Grant Sub-Award: Wellness Coalition/Corporation for National and Community Service, AmeriCorps State and National Grants
- Administration is requesting approval of the partnership between the Downtown Campus and the Wellness Coalition for the “AmeriCorps State and National Grants” grant proposal; and if funded, acceptance of the sub-award from the Corporation for National and Community Service through the Wellness Coalition. If funded, the grant performance period will be September 1, 2013 through August 31, 2016. The total grant match required from PCC-Downtown Campus is $24,000 for a 3-year period.

15.6 Grant Sub-Award: University of Arizona/U.S. Department of Agriculture, Higher Education Multicultural Scholars Program (MSP), A Multicultural STEM Incubator for Diverse and Innovative Solutions
- Administration is requesting approval of the partnership between the West Campus and the University of Arizona for the “A Multicultural STEM Incubator for Diverse and Innovative Solutions” grant proposal; and if funded, acceptance of the sub-award from the U.S. Department of Agriculture (USDA) through the University of Arizona. If funded, the grant performance period will be June 1, 2013 through May 31, 2016. The total amount requested is $27,000.

15.7 Grant Sub-Award: University of Arizona/U.S. Department of Agriculture, An HSI STEAM Consortium for Sustainable Technology & Development
- Administration is requesting approval of the partnership between the West Campus and the University of Arizona for the “An HSI STEAM Consortium for Sustainable Technology & Development”
15.8 Grant Proposal: U.S. Department of Agriculture, Hispanic-Serving Institutions Education Grants Program (HSI), Pima Environmental Sciences Transition Program (PESTP)

- Administration is requesting approval of the Desert Vista Campus “Pima Environmental Sciences Transition Program (PESTP)” grant proposal; and if funded, acceptance of the grant award from the U.S. Department of Agriculture. If funded, the grant performance period will be October 1, 2013 through September 30, 2015. The total amount requested is $220,159.

15.9 Grant Proposal: American Association of Community Colleges, Plus 50 Encore Completion Program

- Administration is requesting approval of the East Campus “Plus 50 Encore Completion Program” grant proposal, and if funded, acceptance of the grant award from the American Association of Community Colleges. If funded, the grant performance period will be April 1, 2013 through March 31, 2016. The total amount requested is $16,200. Total institutional support is $220,376, of which $190,984 is in-kind support. The remaining $29,392 is direct support over the three years which will be paid by East Campus to create and support these programs and services.

15.10 Intergovernmental Agreement: Pima Community College/Marana School District “Adopt-a-School” Partnership


15.11 Library Participation in Cooperative Buying Program with the Community College Library Consortium

- Administration is requesting continued Library participation in the Community College Library Consortium (CCLC) and authorizes the PCC Library to renew/initiate database subscriptions through the CCLC in an amount not to exceed $170,000 for 2013-2014.
Action Items (Continued)

15.12 2014-2015 Academic Calendar
• Administration is requesting approval to accept the proposed 2014-2015 Academic Calendar. The calendar may be subject to revision if necessary.

15.13 Contract: Short Term Disability Insurance
• Administration is requesting approval to renew the short term disability insurance contract with Assurant Employee Benefits for the period July 1, 2013 through June 30, 2014, the third renewal year of the College's four-year option. The cost for fiscal year 2014 is not expected to exceed $110,000.

15.14 Contract: Bus Services
• Administration is requesting approval to increase the purchase order contract with South of the Border Tours to provide bus services in the amount not to exceed $160,000.

Other Action Items

16. Fiscal Year 2014 Proposed Budget
• Administration is requesting the fiscal year 2014 proposed budget to be published in the Arizona Daily Star on May 24 and June 4, 2013 according to statutory requirements; and if needed, to conduct a public hearing and a special board meeting for the purpose of adopting the budget on June 12, 2013

17. Modification to Salary Increase for Fiscal Year 2013-2014
• Administration is requesting an adjustment to the fiscal year 2014 salary pool adopted at the April 19, 2013 Board meeting to modify the salary increase for the exempt staff and for the Board to authorize the meet and confer teams to submit their recommendation for how the salary increase should be allocated between the salary schedule lift and steps.

18. Contracts: Legal Services for Fiscal Year 2013-2014
• Administration is requesting approval to award contracts for legal services with three Arizona law firms for fiscal year 2013-14. 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.
Adjournment

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* 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.