PIMA COUNTY COMMUNITY COLLEGE DISTRICT
A Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, April 13, 2005 at 7:00 p.m., in the Community Board Room, District Office, 4905 E. Broadway, Tucson, AZ 85709-1010

BOARD MEMBERS
Sherryn Marshall, Chair
Marty Cortez, Secretary
Brenda Even, Member
Scott Stewart, Member
Absent: Richard Fimbres, Member

BOARD REPRESENTATIVES
Clare Strom, Staff
Jack Mertes, Faculty
Diane Lussier, Faculty
Ryan Isaac, Student
Stephen Krueger, Student

RECORDING SECRETARY
Joanne Wilhelmsen

ADMINISTRATION
Roy Flores, Chancellor
Lou Albert, President, West Campus
David Bea, Assistant Vice Chancellor for Financial Operations
Johnson Bia, Acting President Downtown Campus
Toppy Burke Senior Assistant to the Chancellor
Ann Christensen, Division Dean, West Campus
Sarah Dempsey, Assistant Vice Chancellor for Academic Services
Richard Durán, President, Desert Vista Campus
Charlotte Fugett, Executive Vice Chancellor for Human Resources & Institutional Effectiveness
John Gabusi, Vice Chancellor, Government Relations
Greg Hart, Dean of Pima Community College Adult Education
Jim Johnson, Dean of Instruction, Community Campus
Jana Kooi, Campus President, Community Campus
Sylvia Lee, Dean of Instruction, East Campus
Cecilia Lou, Dean of Student Development, Downtown Campus
John Madden, Dean of Instruction, Desert Vista Campus
Mark McCabe, Acting Dean of Student Development, Northwest Campus
Anne-Marie McCartan, President, Northwest Campus
Leticia Menchaca, Acting Dean of Student Development, Desert Vista Campus
John Merren, Division Dean, Downtown Campus
Suzanne Miles, Provost and Executive Vice Chancellor for Academic Services
Lorriane Morales, Acting Dean of Student Development, Community Campus
Harry Muir, Dean of Instruction, Downtown Campus
Call to Order
Sherryn Marshall called the meeting to order at 7:15 p.m.

Pledge of Allegiance
Board members led the audience in the Pledge of Allegiance.

Suspend Regular Order of Business
Motion No. 6597
Motion to Suspend Regular Order of Business PASSES

Brenda Even – M, Scott Stewart –S to suspend regular order of business in order to recognize accomplishments of Pima College employees and students, and several community members. Each of the persons recognized received a certificate from the Board.

Public Comment and Reports

Public Comment
Arlene Muniz, representing AFSCME members, addressed the Board regarding the Meet & Confer process. She indicated that AFSCME’s discussions with the management team were going well and many agreements had already been signed off by the two teams. She indicated that the non-exempt employee group is aware of the budget constraints and remains hopeful that staff will be a priority in budget considerations.

Staff Representatives
Clare Strom highlighted the April 1 Staff Council meeting. Reports to the Staff Council included a legislative update by Provost Miles, updates on faculty and administrative recruitment, the Meet & Confer process, and open enrollment for benefits by Charlotte Fugett. Staff Council is canvassing staff for ideas for this year’s community service project.

Student Representatives
Ryan Isaac and Stephen Krueger gave the student reports. Eight Adult Education student leaders participated in a leadership institute in Washington, DC, organized by Voice for Adult Learners United for Education. Desert Vista students participated in several community service projects during spring break, and activities focusing on Gay, Lesbian, Bisexual and Transgender Awareness Month are planned during April. Downtown Campus Student Government hosted a Drug and Alcohol Awareness Fair in April. April activities at the Northwest Campus include a
poetry reading and Earth Day exhibits. West Campus is sponsoring a blood drive and Physics Phun Nite. East Campus is hosting a fundraiser for prostate cancer and the Student Medallion Leadership Awards Program.

Faculty Representatives
Jack Mertes reported on the April 1 Faculty Senate meeting. A draft of the College Committee Structure was presented by Provost Miles. Some revisions need to be made before the final document is put on Pima’s website. Senators also discussed late registration and its effect on student success. Study on that topic will continue. Discussion continued from last month on the legal issues concerning minors in classrooms. Chancellor Flores updated the Senate on legislative activities.

Report - Chairperson of the Board

Motion No. 6598
Motion to Authorize Executive Sessions PASSES

Vote: All Board members present voted “aye” by voice vote. None were opposed. Motion carried.

Board Chair Marshall read a statement regarding the Board’s April 2004 directive to employee groups to develop Step Advancement Criteria. As directed by the Board last year, the criteria, plan and process are to be established for the various employee groups through this year’s Meet & Confer process and approved by the Board in the 2004/05 fiscal year. On behalf of the Board, Ms. Marshall commended the non-exempt and administrative employee groups for the plans they are developing. She said the plans are defined and focus on individual’s professional development. The Board urged the other two employee groups to “consider the rigor and definition of these two groups as they continue to develop their respective Step Progression Plans.”

Report - Secretary of the Board
There was no report.

Report - Pima County Representative to the Arizona Association for District Governing Boards (AADGB)
Mr. Stewart reported that the bill that would allow community colleges to offer baccalaureate degrees was defeated in the Senate Appropriations Committee, but was resurrected in the House as HB 1109.

Chancellor’s Report
Chancellor Flores invited Desert Vista Campus President Richard Duran to provide an overview of the Early Childhood Education (ECE) and Child Development Associate (CDA) programs. Both programs meet the “No Child Left Behind” requirements. CDA courses are based on competency standards set forth by the CDA Council for Professional Recognition and National
Association forth Education of Young Children. Courses parallel ECE curriculum so students may go on from a CDA certificate into the AAS degree program in ECE. 15 CDA courses articulate for dual credit in ECE. Both programs recruit high school students and employees in the field as well as the general public. Enrollment and class size have steadily increased from fall 2001 to now, with 568 students enrolled in the ECE program and 712 in CDA this spring semester.

Chancellor Flores made a presentation to the Board that defines the service areas of each of the campuses. He said the focus of the College is on the students and the community. With that in mind, campus presidents tried to define the natural boundaries for each of the campuses to make sure the College meets all the needs of the constituents in their areas. The maps that were presented included demographics of the areas and gave an idea of where additional connections can be made with the community.

Dr. Flores announced college will be offering supplemental Accidental Death & Dismemberment insurance free to employees. He also invited Board members to the Multicultural Convocation on May 6.

Report - Monthly Financial Statements and Current Fiscal Update
Vice Chancellor Janice Stroh presented the financial statements for the eight-month period from July 1, 2005 through February 28, 2005. She explained changes between this year’s and last year’s statements and assured the Board the College is on track financially for this fiscal year.

Information Items

Voluntary Separations from Employment
This item was noted as an information item.

Action Items

Motion No. 6599
Motion to Approve Minutes PASSES
Brenda Even – M, Marty Cortez – S, to approve the minutes of the Regular Meeting of March 9, 2005.
Vote: All Board members present voted “aye” by voice vote. None were opposed. Motion carried.

Consent Agenda

Mr. Stewart noted that he had no conflict of interest with regard to the four contracts between Raytheon and Pima. The contracts provide for educational services, certificates and degrees to Raytheon Missile Systems. He said the contracts do not affect him or his work at Raytheon in any way. Chairperson Marshall also noted she knows several people who will be hired by the College, but she will not be working with them.
Ms. Marshall pulled items 14.9 and 14.10 because they were duplicate reports that had been approved at a previous meeting.

**Motion No. 6600**

**Motion to Approve Consent Agenda PASSES**

Scott Stewart – M, Brenda Even – S, to approve the Consent Agenda, minus Items 14.9 and 14.10.

<table>
<thead>
<tr>
<th>Item</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>14.1</td>
<td>New Appointments</td>
</tr>
<tr>
<td>14.2</td>
<td>Administrator Appointments</td>
</tr>
<tr>
<td>14.3</td>
<td>Temporary Appointments</td>
</tr>
<tr>
<td>14.4</td>
<td>Student Aide Hires</td>
</tr>
<tr>
<td>14.5</td>
<td>Intergovernmental Agreement Addendum: Pascua Yaqui Tribe, Training and Employment Project</td>
</tr>
<tr>
<td>14.6</td>
<td>Native American Retention Award</td>
</tr>
<tr>
<td>14.8</td>
<td>Contract: Tucson Electric Power, Easements for East and West Campuses</td>
</tr>
<tr>
<td>14.16</td>
<td>Curriculum Recommendation: New Workforce Program – Basic Business and Industry Technology Certificate for Direct Employment – Network Administration</td>
</tr>
<tr>
<td>14.18</td>
<td>Curriculum Recommendation: New Workforce Program – Basic Business and Industry Technology Certificate for Direct Employment – Network and IP Telephony</td>
</tr>
<tr>
<td>14.20</td>
<td>Curriculum Recommendation: New Workforce Program – Basic</td>
</tr>
</tbody>
</table>
Business and Industry Technology Certificate for Direct Employment – Network Management


14.26 Curriculum Recommendation: New Workforce Program – Manufacturing Technology - Manufacturing Production Technology Associate of Applied Science Degree for Direct Employment


14.30 Curriculum Recommendation: CTD Certificate Inactivation – Patient Care Technician II

14.31 Contract: Intermountain Color 2006 Spring, Summer and Fall Credit Schedules of Classes

Vote: All Board members present voted “aye” by voice vote. None were opposed. Motion carried.

**Tuition – Fiscal Year 2005/2006**

Chancellor Flores asked the Board to approve a $2.00 increase in tuition for the upcoming year. The increase would mean that full-time students would pay $60.00 more a year. Dr. Flores said administration had looked at anticipated revenues from the local tax base and the state, and in order to meet the College’s obligations next year, a $2.00 tuition increase would be needed.

**Motion No. 6601**

**Motion to Approve Tuition – Fiscal Year 2005/2006 PASSES**
Scott Stewart – M, Brenda Even – S, to approve a $2.00 per credit hour increase in tuition
Vote: All Board members present voted “aye” by voice vote. None were opposed. Motion carried.

**Revenue Parameters, Fiscal Year 2005/2006**
Vice Chancellor Stroh presented the budget parameters for the 2005/06 fiscal year and asked for authorization to proceed with development of next year’s budget.

Projected revenue from property tax growth of 3.9% is $2,412,000. A $2 per credit hour increase in tuition will net $1,244,000. The state appropriation is not known at this time.

Expenditure priorities for next year include employee benefits, contractual agreements and institutional commitments. Projected revenue will not cover the expenditures.

To cover the expenditures, Ms. Stroh proposed a 2% property tax levy that would net an additional $1,198,000. The additional 2% would increase the tax levy by $3,610,000, but the tax rate would be reduced from $1.1143 to $1.0894.

**Motion No. 6602**  
**Motion to Approve Revenue Parameters, Fiscal Year 2005/2006 PASSES**

Scott Stewart – M, Brenda Even – S to approve the budget parameters and authorize proceeding with development of the FY 2005/2006 budget.
Vote: All Board members present voted “aye” by voice vote. None were opposed. Motion carried.

**Capital Requests for Fiscal Years 2006 and 2007**
Vice Chancellor Stroh presented the recommendation for the capital budget for the next two years. The criteria used to determine which requests would go forward for approval were: fire, life & health safety; replacing obsolete equipment, facility preservation, accreditation requirement and required by the College Plan. The requests were reviewed by a Capital Committee and presented and reviewed by the Chancellor’s Cabinet. The Capital Request for 2006 is $12,117,500; for 2007, $7,875,260. Other capital requests amounting to $11,730,663 were unfunded.

**Motion No. 6603**  
**Motion to Approve Capital Requests for Fiscal Years 2006 and 2007 PASSES**

Scott Stewart – M, Marty Cortez – S to approve the lists of capital requests identified as funded for fiscal years 2006 and 2007.
Vote: All Board members present voted “aye” by voice vote. None were opposed. Motion carried.

**Contract: Food Service Vendor**
Ms. Stroh also presented this recommendation to approve a contract with Sodexho Campus Services to provide food services to the College. An RFP was issued in February. Two proposals
were received and reviewed by student, staff and administrator representatives. Sodexho was recommended based on its food services program, customer service and market research, and management support. Sodexho proposed a tiered structure for annual rent payments. This means approximately $35,000 to the College compared with a net cost to the College of about $55,000 under the current contract that includes management fees and reimbursement for losses at two of the campuses.

**Motion No. 6604**
**Motion to Approve Food Service Vendor PASSES**
Scott Stewart – M, Brenda Even – S to approve a contract with Sodexho Campus Services to provide food service at all campuses except Community Campus for the period of July 1, 2005 through June 30, 2006, with four optional one-year extensions contingent on performance.
Vote: All Board members present voted “aye” by voice vote. None were opposed. Motion carried.

**Adjournment**
**Motion No. 6605**
**Motion to Adjourn PASSES**
Sherryn Marshall – M, Scott Stewart – S, to adjourn the meeting.
Vote: All Board members present voted “aye” by voice vote. None were opposed. Motion carried.

The meeting adjourned at 9:40 p.m.