PIMA COUNTY COMMUNITY COLLEGE DISTRICT

A Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, January 14, 2004 at 7:00 p.m., in the Community/Board Room, District Central Office, 4905 East Broadway, Tucson, AZ 85709-1010.

BOARD MEMBERS
Present:

- Brenda Even, Chairperson
- Sherryn Marshall, Secretary
- Marty Cortez, Member
- Richard Fimbres, Member
- Scott Stewart, Member

BOARD REPRESENTATIVES
Present:

- Barbara Byrnes, Staff
- Barbara Armenta, Faculty
- Lupita Salcido, Student

RECORDING SECRETARY
- Joanne Wilhelmsen

ADMINISTRATION
- Roy Flores, Chancellor
- Louis Albert, Campus President, West Campus
- Eleanor Brown, Assistant Vice Chancellor, Student Services
- Suzanne Miles, Dean of Instruction, East Campus
- Harry Muir, Dean of Instruction, Downtown Campus
- Miguel Palacios, Campus President, Desert Vista Campus
- Jack Redavid, Assistant Vice Chancellor, Human Resources
- Mary Retterer, Campus President, East Campus
• Toppy Burke, Senior Assistant to the Chancellor
• Sarah Dempsey, Dean of Instruction, Community Campus
• Richard Durán, Vice Chancellor, Academic Affairs and Student Development
• Shelley Fortin, Dean of Student Development, Desert Vista Campus
• Charlotte Fugett, Vice Chancellor, Human Resources
• John Gabusi, Vice Chancellor, Enrollment Services and External Relations
• Greg Hart, Dean of PCAE, Community Campus
• Shirley Jennings, Dean of Student Development, East Campus
• James Johnson, Dean of Student Development, Community Campus
• Jana Kooi, Campus President, Community Campus
• JoAnn Rust, Acting Dean of Instruction, West Campus
• Rosemarie Schulz, Dean of Instruction, Northwest Campus
• Paul Smith, Assistant Vice Chancellor, Administrative Services and Facilities
• Nancee Sorenson, Dean of Student Development, West Campus
• Ann Strine, Vice Chancellor, Information Technology
• Janice Stroh, Vice Chancellor, Finance and Administrative Services
• Noelia Vela, Campus President, Downtown Campus
• Angela Zerdavis, Campus President, Northwest Campus

Others Present:

• Lynne Wakefield, Director of Legal Resources and Policy
GENERAL MATTERS Call to Order

Brenda Even called the meeting to order at 7:15 p.m.

Pledge of Allegiance

Richard Fimbres led the Pledge of Allegiance.

Public Comment and Reports  
Public Comment

There were no requests to address the Board.

Staff Representatives

Barbara Byrnes reported on the January 9 Staff Council meeting. Staff Council received updates on the Northwest Campus President search, Meet & Confer, faculty recruitment, and recruitment for the Dean of Instruction and a division dean at the West Campus. Staff Council elections were held and results will be announced once the election committee has processed the ballots.

Student Representatives

Lupita Salcido reported to the Board on
student activities at some of the campuses. At the Northwest Campus, Student Government sponsored a Welcome Back Carnival to generate interest in creating new clubs and increase club membership on campus. A variety of activities commemorating Martin Luther King, Jr. Day and Asian Heritage Month are scheduled during January.

Student Government and Campus Life at the Downtown Campus are focusing efforts on developing a program through which students can participate in community volunteer opportunities, continuing the speakers' series begun in the fall, and sponsoring various cultural awareness activities.

Students at PCAE's El Pueblo Learning Center have been meeting to address parking lot security concerns. They have set up a parking lot patrol to discourage vandalism and are raising funds to buy a camera for parking lot surveillance.

A food-handling course was offered to students involved in clubs and organizations at the Desert Vista Campus who are interested in selling food for fundraisers. A fair showcasing student clubs and organizations is planned for students to meet with representatives from each organization and learn about opportunities for involvement and leadership. Programs intended to educate students on the diversity of world religions will be offered during January, which is Religious Awareness Month. A blood drive, a planning retreat for student government and an induction ceremony for new club members are being planned.

**Faculty Representatives**

Barbara Armenta reported that Donna
Gifford is the new Faculty Senate President.

Report -- Chairperson of the Board

Chairperson Brenda Even thanked Mr. Stewart for his leadership during the past year as Board chair.

Mr. Stewart responded that he appreciated the opportunity to be chair and that it gave him a deeper understanding and appreciation of what the staff at the College accomplishes given the constraints upon and resources available to the College.

Motion to Authorize Executive Session

PASSES

Motion No. 6496


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

Report -- Secretary of the Board

Dr. Even announced that Vikki Marshall had been elected secretary at the Annual Meeting.

Report--Pima County Representative to the Arizona Association for District Governing Boards (AADGB)

Dr. Even announced that at the Annual Meeting Scott Stewart had been elected as representative to the Arizona Association for District Governing Boards. Dr. Even will serve as alternate.

Chancellor's Report

Chancellor Flores introduced Michael Racy and Art Chapa, lobbyists for Pima College. Dr. Flores invited them to inform the Board on activities at the State Legislature, how
the process works, and the part Mr. Racy and Mr. Chapa play in that process.

Mr. Racy said Pima's lobbyists' primary mission is to try to defend that portion of the revenues that are appropriated by the State Legislature to the College. In both good and bad economic times, he said it is a struggle to maintain the College's funding, including the statutorily mandated levels of funding that the College is supposed to receive from the state. He explained that with each change in the Legislature priorities change, and massive tax cuts in the past have left the College with some economic situations that are being dealt with today. In the last few years, under tougher economic times, allocations have been flat, which has resulted in the College losing revenues despite substantial growth in student population. Mr. Racy informed the Board that the Pima County delegation is supportive of Pima College and has had success not only in maintaining funding levels, but also in stopping other bills that would adversely impact the college and its mission. The lobbyists work with other community colleges, as well as the community colleges association and members of the Legislature putting coalitions together to accomplish common goals.

Art Chapa explained that last year's $1.3 billion deficit drove the substance of what was happened at the Legislature. This year, with the deficit estimated to be between $400-500 million and the Governor's State of the State Address emphasizing education, Mr. Chapa said he was optimistic that both the community colleges and the universities will fare better than last year.

Chancellor Flores said that Pima and the other community colleges' top priority is funding growth. Capital is another priority.
Dr. Flores also acknowledged Mr. Racy and Mr. Chapa for helping educate legislators and the Governor's staff about the community college message and advancing ideas such as the Tuition Opportunity Program and Joint Admissions.

Chancellor Flores introduced Dean Suzanne Miles. Dr. Miles is participating in a Fulbright award. She and Joy Holmwood from Douglas College in British Columbia, are working together doing research on governance and diversity issues, educational technology and partnerships. Ms. Holmwood is visiting Pima for six weeks. Dean Miles will join her in British Columbia in May. She introduced Dean Holmwood who addressed the Board.

Chancellor Flores informed the Board that enrollment is comparable with this time last year. He also shared with the Board that both he and UA President Likins had identified teams to analyze the impact the Tuition Opportunity Program would have on community college and university enrollments. In regard to the planning process, the Planning Committee is working on a two-year plan. Workshops with the Board and the Planning Committee are scheduled in March and April right before the regular Board meetings.

As part of the planning process Dr. Flores has asked Deans Suzanne Miles and JoAnn Rust to develop a recommendation regarding athletics, including how athletics fits within the structure of the College and how it should be funded. He said a recommendation would be brought to the Board in March.

At the Chancellor's direction, Vice Chancellor Fugett is developing an RFP to begin reviewing and revising the operations, processes, policies and organizational
structure of the College.

**Report -- Monthly Financial Statements and Current Fiscal Update**

Vice Chancellor Janice Stroh presented and explained the Comprehensive Annual Financial Report for the Fiscal Year ended June 30, 2003. She informed the Board that the College had received an unqualified opinion from the Office of the State Auditor for June 30, 2003, and also did not receive a management letter listing any audit findings.

Ms. Stroh summarized the Management Discussion and Analysis section of the Report. Net Assets has increased as a result of the new buildings and equipment funded by the General Obligation Bond and shifting restricted assets to current assets.

The Statement of Revenue, Expenses and Net Assets presents results of operations for the FY 2003 and shows an increase in Net Assets of $13.4 million. Total revenues increased last year. Ms. Stroh said there had been no major shifts in Sources of Revenue since 2002.

The Statement of Cash Flows indicates that as of June 2003, there was over $6.4 million available.

The monthly financial report did not change significantly from the October 2003 report.

**Information Items**

Voluntary Separations from Employment

These separations were noted.

BP-3109, Honors Policy - First Reading

The Chancellor informed the Board that this proposed policy would add a third designation to recognize honors graduates, Honors With Highest Honors. Ms. Cortez
pointed out a gap in the grade point averages, which will be modified for the second reading in February.

Action Items
Approval of Minutes

Motion to Approve Minutes

PASSES


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

Consent Agenda

Dr. Even noted that a revision to Item 15.1, New Appointments, had been presented. Mr. Stewart indicated that although an employee of Raytheon, he was not involved with the contract recommended in Item 15.7, Contract: Raytheon Missile Systems, Educational Program. Item 15.4, Student Aide Hires Fall 2003, was pulled from the Consent Agenda.

Motion to Approve Consent Agenda

PASSES

Richard Fimbres - M, Scott Stewart - S, to approve the Consent Agenda with the exception of Item 15.4.

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<th>Item</th>
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<td>15.1</td>
<td>New Appointments</td>
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<td>Grant Award and Subrecipient Agreement: Arizona Hospital and Healthcare Association, Academic Retention of Nursing Students</td>
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<td>15.7</td>
<td>Contract: Raytheon Missile Systems, Educational Program</td>
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15.8 Change of Vendor for Wide Area Network Upgrade Equipment

15.9 Gift Awards

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

Student Aide Hires Fall 2003

In response to Ms. Cortez's question of whether the number of student aide hires was lower than last year, Assistant Vice Chancellor Eleanor Brown explained the hires listed in this report were additional hires at the end of the fall term.

Motion to Approve Student Aide Hires Fall 2003

Motion No. 6499

Marty Cortez - M, Scott Stewart - S, to approve the Student Aid Hires Fall 2003.

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

Curriculum Recommendations

Vice Chancellor Richard Durán requested approval for inactivation of several programs. Faculty teaching the Certificate Program in Professional Development recommended inactivation of this program after a review of the program showed only one graduate since 2000. Cabinet affirmed the recommendation, and pending approval by the Board the program will be removed from the Catalog. Courses in the program will continue to be offered.

The recommendation to inactivate the Environmental Technology programs resulted from the Program Review Process. Enrollments in the program fell 50% in 2001 and 2002, which prompted a focus study. Faculty developed an action plan, and Cabinet reviewed a progress report in
May 2003. A feasibility study, a labor market study, and discussions with an industry focus group were conducted and indicated there are no job opportunities locally. The Cabinet recommended inactivation of this program. "Teach out" plans have been developed for the seven students who want to complete the program. Faculty in the program have been assigned to teach in other disciplines for which they are certified.

**Motion to Approve Curriculum Recommendations**

**Motion No. 6500**

Scott Stewart - M, Richard Fimbres - S, to approve the curriculum recommendations.

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

**2004-2006 Academic Calendar**

Dr. Durán presented the proposed Academic Calendar for 2004-2006.

**Motion to Approve 2004-2006 Academic Calendar**

**Motion No. 6501**

Richard Fimbres - M, Scott Stewart - S, to approve the 2004-2006 Academic Calendar.

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

**ADJOURNMENT**

The meeting adjourned at 8:50 p.m.