Pima County Community College District
Minutes of the Regular Meeting of
March 10, 2004

PIMA COUNTY COMMUNITY COLLEGE DISTRICT

A Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, March 10, 2004 at 7:00 p.m., in the Downtown Campus, Amethyst Community Room, 1255 N. Stone Avenue, Tucson, AZ 85709-3005.

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

BOARD REPRESENTATIVES
Present:
Diane Lussier, Faculty
Erich Saphir, Faculty
Barbara Byrnes, Staff
Clare Strom, Staff
Janet Crump, Student
Lupita Salcido, Student

RECORDING SECRETARY
Joanne Wilhelmsen

ADMINISTRATION
Roy Flores, Chancellor
Louis Albert, Campus President, West Campus
Eleanor Brown, Assistant Vice Chancellor, Student Services
Toppy Burke, Senior Assistant to the Chancellor
Vicki Cook, Division Dean, Downtown Campus
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
Shirley Jennings, Dean of Student Development, East Campus
Jim Johnson, Dean of Student Development, Community Campus
Jana Kooi, Campus President, Community Campus
Sylvia Lee, Dean of Student Development, Northwest Campus
Cecilia Lou, Dean of Student Development, Downtown Campus
John Madden, Dean of Instruction, Desert Vista Campus
John Merren, Division Dean, Downtown Campus
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
JoAnn Rust, Acting Dean of Instruction, West Campus
Rosemarie Schulz, Dean of Instruction, Northwest Campus
Paul Smith, Assistant Vice Chancellor, Administrative Services and Facilities
Ann Strine, Vice Chancellor, Information Technology
Janice Stroh, Vice Chancellor, Finance and Administrative Services
Jeannette Studer, Instructional Division Dean, East Campus
Noelia Vela, Campus President, Downtown Campus
Anne Vosberg, Division Dean, Downtown Campus
Angel 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
Sherryn Marshall led the Pledge of Allegiance.

Public Comment and Reports Public Comment
There were no requests to speak.

Staff Representatives
Clare Strom reported on the February 6 and March 5 Staff Council meetings. New officers took office at the February meeting. The Human Resources liaison report included updates on this year's Meet & Confer process and the hiring process for the Executive Vice Chancellor for Academic Affairs and Provost. Staff Council also heard an update from the Benefits Committee.
at the February meeting. At the March meeting, Jack Redavid gave the HR liaison report that included updates on the Benefits Committee and recruitment for the East Campus President as well as 17 faculty positions. Staff Council discussed reactivating the Staff Recognition Award and the formation of the 2004 Community Service Committee.

Faculty Representatives

Erich Saphir introduced Diane Lussier, who was elected by the Faculty Senate to serve as the second BOG representative. Mr. Saphir reported on the February 6 and March 5 Faculty Senate meetings. At the February 6 meeting Ann Strine informed the Senate that new servers should be installed by July, which will provide additional capacity during registration periods. She also urged faculty to use PCC email accounts rather than personal accounts when communicating with students. Regarding the academic calendar, faculty emphasized the need for PCCEA to review the calendar before it is presented to the Board for approval.

The Senate adopted a motion that administrators, faculty and students work together to produce a revised Student Code of Conduct before June. The Senate also adopted a motion to request that the Board "amend BP-3108, Grading, to delete the requirement for submission of a "Y" grade form."

Student Representatives

Lupita Salcido and Janet Crump gave the student reports. From the Community Campus, Ms. Salcido reported that 14 Adult Ed students were inducted into the National Adult Education Honor Society.

Students at the Downtown, Desert Vista, East and Northwest campuses celebrated Black History Month and Women's History Month with a variety of activities. PCC students participated in the Arizona Collegiate Leadership Conference at the University of Arizona and attended Northern Arizona University for a tour of the campus and meetings with counselors.

Report -- Chairperson of the Board

Chairperson Even commended and thanked all the employees who are participating in developing the College Plan. Facilitators presented a draft of each of the initiatives and received feedback from the Board at a workshop held earlier in the day. In addition to a Mission Statement and a Values Statement, the Plan will focus on six initiatives that will guide the decisions made during the next two years.

Dr. Even announced that Board members had participated in ACCA's Day at the Legislature, the All-Arizona Academic Luncheon at which eleven Pima students were recognized, and an awards reception for the Small Business Development Centers.

Board members Brenda Even and Scott Stewart attended the National Legislative Summit in Washington, DC, in February and met with several Arizona legislators while there.
Dr. Even is one of four community college representatives on the Joint Conference Committee of the Arizona Board of Regents and the Arizona Community College Association. She and NAU President John Haeger are writing a mission statement for this committee. At a recent meeting of the Regents, Dr. Even made a presentation on the Tuition Opportunity Program, which generated much interest and discussion.

Motion to Authorize
Executive Session
PASSES Motion No. 6508

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

Report -- Secretary of the Board

Ms. Marshall reported that she had been unable to attend the community colleges' Day at the Legislature on February 18, but she did attend the Education Committee hearings earlier in the month.

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

There was no report.

Chancellor's Report

Chancellor Flores thanked President Noelia Vela for hosting the Board meeting at the Downtown Campus. Dr. Vela introduced the Downtown Campus administrative team.

Dr. Flores introduced Mr. David Baime, Vice President for Government Relations, American Association of Community Colleges, to talk about the current legislative session from a national perspective and how it will affect community colleges and the Reauthorization of the Higher Education Act.

Mr. Baime said the federal government is financially troubled and with education being only 2.6% of the federal budget, it is not a high priority. He also mentioned that education is being viewed as a private good, and individuals, rather than state and federal government, should be responsible for their education. Congress has traditionally been involved with financial aid for students, but is becoming more involved in regulating and controlling colleges in regard to tuition, admissions policies and other areas.
On the other hand, Mr. Baime indicated that Congress is aware of the focus of community colleges to provide offerings that meet the needs of life-long learners, businesses for skilled workers, and under-prepared students who are attending community colleges.

Dr. Flores presented data concerning grade point averages of Pima's transfer students to the UA. The data, provided by the UA, showed that students who had attended and graduated with a degree from Pima do as well in their junior year as students who attended the University for the first two years. By the time the students are seniors, Pima graduates' GPAs are higher than those seniors who started at the university.

Report -- Monthly Financial Statements and Current Fiscal Update

Vice Chancellor Janice Stroh presented the financial statements for the month ending January 31. She said the general finances of the College remained positive, with no unusual activity.

Information Items Voluntary Separations from Employment
These separations were noted.

Proposed Board Policy: Signature Authority for Leases - Second Reading
The Signature Authority for Leases was presented for the second reading.

Proposed Board Policy: Signature Authority for Contracts - Second Reading
The Signature Authority for Contracts was presented for the second reading.

Proposed Board Policy: Athletic Mission and Principles - First Reading
The Athletic Mission and Principles Policy was presented for the first reading.

Action Items Approval of Minutes

Motion to Approve
Minutes
PASSES Motion No. 6509

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

Motion to Approve
Consent Agenda
PASSES
Motion No. 6510
Scott Stewart - M, Richard Fimbres - S, to approve the Consent Agenda.

Item Title
17.1 New Appointments
17.2 Change of Employment Status
17.3 Temporary Appointments
17.4 Administrator Regular Appointments 2004/2005
17.5 Student Aide Hires - Spring 2004
17.6 2004 Summer Work Schedule
17.7 Contracts: Clinical Placement Agreements for Health-Related Professions
17.8 Grant Award: U.S. Department of Education, Pell Grant Program Grant Authorization
17.9 Grant Award: Arizona Peace Officer Standards and Training Board - Satellite Reception System
17.10 Sub-Grant Award: U.S. Department of Education/Arizona State University, Early Childhood Professional Development Project
17.11 Contract: Operating Agreement with Pima County for Green Valley Performing Arts and Learning Center
17.12 Certification Letter: BNY Western Trust Company, Easements at Desert Vista Campus
17.13 Contract: Arizona Department of Commerce/ City of Tucson, Aviation Center Equipment, Financial Participation
17.14 Contract: Arizona Department of Economic Security, Child Care Training Program Agreement
17.15 Contract: City of Tucson, Parking Easement at East Campus
17.16 Gift Awards

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

BP-3109, Honors Policy - Final Reading

The proposed Honors Policy was presented for the Final Reading.

Motion to Approve
BP-3109, Honors Policy
PASSES Motion No. 6511
Scott Stewart - M, Marty Cortez - S, to approve the final reading of the Honors Policy.
Vote: All Board members present voted "aye" by voice vote. None were opposed. Motion carried.

Contract: Employee Medical Benefits

Vice Chancellor Stroh presented this recommendation for approval. Two HMO plans and one PPO plan will be offered to employees. Premiums for each of the plans have increased by 14.3% and 8.2% for the HMOs, and 5.6% for the PPO. A college-funded prescription plan will also be offered.

Motion to Approve
Employee Medical Benefits
PASSES Motion No. 6512
Richard Fimbres - M, Marty Cortez - S, to approve acceptance of the PacifiCare healthcare contract based upon the stated proposed rates for the period July 1, 2004 through June 30, 2005; and authorize the Vice Chancellor for Finance and Administrative Services to execute agreements to continue coverage.

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

Contracts: Employee Dental Benefits

Two dental benefit plans will be offered to employees, one pre-paid plan offered through Fortis, and a PPO/Indemnity Plan Dental, offered through Aetna. There is no increase in premiums from last year.

Motion to Approve
Employee Dental Benefits
PASSES Motion No. 6513
Richard Fimbres - M, Scott Stewart - S, to approve acceptance of the Fortis and Aetna dental contracts based upon the stated proposed rates for the period July 1, 2004 through June 30, 2005; and authorize the Vice Chancellor for Finance and Administrative Services to execute agreements to continue coverage.

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

Contracts: Employee Group Life Insurance Benefits
A recommendation to continue providing employee group life insurance to employees at no cost to the employees was presented. Continuing this insurance will cost the College an additional $65,000.

Motion to Approve Employee Group Life Insurance Benefits
PASSES Motion No. 6514
Richard Fimbres - M, Marty Cortez - S, to approve acceptance of the Fortis Benefits Insurance Company proposal for Group Term Life, Accidental Death and Dismemberment (AD&D) and Supplemental Life insurance contracts for the period July 1, 2004 through June 30, 2005; and authorize the Vice Chancellor for Finance and Administrative Services to execute agreements to continue coverage.

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

District Office Renovation: Human Resources and Financial Operations

Vice Chancellor Stroh presented this recommendation to the Board for approval to make renovations in Human Resources and Finance at the District office. Renovations will be made to space that was formerly occupied by employees who have moved into the Employee Service Center. Funds from the sale of two properties in 1999 were set aside for this renovation and furniture for the space.

Motion to Approve District Office Renovation: Human Resources and Financial Operations
PASSES Motion No. 6515
Marty Cortez - M, Richard Fimbres - S, to approve the renovation of Building D, District Office, first floor for Human Resources from Pima Community College capital reserves; approve the renovation of Building D, District Office, second floor for Financial Operations from Pima Community College capital reserves; and authorize the Vice Chancellor for Finance and Administrative Services to take the necessary actions and to sign contracts required to complete the projects as long as the total projects remain within the approved budgets.

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

Technology Equipment Upgrade: Replacement of Banner Servers, Storage and Security Equipment
Vice Chancellor Strine presented this recommendation to the Board to purchase hardware, software and implementation services and training to replace the College's Banner servers. Funds will be from the Information Technology General Obligation bond allocation and interest on the General Obligation bonds. Ms. Strine estimated this upgrade would satisfy the needs of the College for five years.

Motion to Approve Technology Equipment Upgrade:
Replacement of Banner Servers, Storage and Security Equipment
PASSES Motion No. 6516
Richard Fimbres - M, Scott Stewart - S, to approve the purchase of hardware, software and related implementation services and training to replace Pima Community College's Banner servers; approve the required electrical and uninterruptible power supply enhancements to the College's Data Center; and authorize the Vice Chancellor for Finance and Administrative Services to sign the appropriate agreements.

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

ADJOURNMENT

The meeting adjourned at 9:10 p.m.