Pima County Community College District
Minutes of the Regular Meeting of
May 12, 2004

PIMA COUNTY COMMUNITY COLLEGE DISTRICT

A Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, May 12, 2004 at 7:00 p.m., in A-109/112, Community Campus, 401 North Bonita Avenue, Tucson, AZ 85709-5000.

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
Orlando Ruiz, Student
Ashley Fimbres, Student

RECORDING SECRETARY
Joanne Wilhelmsen

ADMINISTRATION
Roy Flores, Chancellor
Louis Albert, Campus President, West Campus
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
Charlotte Fugett, Executive Vice Chancellor, Human Resources and Institutional Effectiveness
John Gabusi, Vice Chancellor, Enrollment Services and External Relations
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
GENERAL MATTERS Call to Order
Brenda Even called the meeting to order at 7:05 p.m.

Pledge of Allegiance

Richard Fimbres led the Pledge of Allegiance.

Public Comment and Reports Public Comment
Marc Paley, outgoing president of both the Downtown Campus Student Government and the Intercampus Council, thanked Chancellor Flores for meeting with student leaders recently. He addressed the Board regarding the new student services fee and urged the Board to include students in discussions when considering how fees are assessed. He also asked the Board to consider changing how the student representatives to the Board are selected and that one of the two representatives be a voting member of the Board. He urged that the Board allocate more funding to the Aztec Press in order to provide more balanced coverage at all the campuses. Mr. Paley also encouraged Board members to meet with student government at the beginning and end of the year.

Arlene Muniz, AFSCME chairperson, expressed AFSCME's appreciation to the Board for the 4.5% salary increase. AFSCME's initial proposal included other economic issues that were discussed prior to AFSCME knowing the amount of dollars available. Some of those items were pulled in order to give the 4.5% as an across-the-board increase benefiting more AFSCME employees. Another AFSCME concern is the red-lined employees, and Ms. Muniz reminded the Board that a market survey should be conducted in accordance with the agreements reached after the last Fox Lawson study. Per the Board's direction that criteria be established for awarding step increases, Ms. Muniz said AFSCME has set a date of October for completion of the criteria.
Joe Portale, ACES Chair, addressed the Board regarding the Meet and Confer process and the 4.5% salary increase. The employees in ACES have requested that the increase be awarded as a 2.3% step and a 2.2% lift to the salary schedule. ACES is also committed to developing criteria for awarding step increases per the Board's direction.

Scott Collins, chief spokesman for PCCEA, informed the Board that the faculty have also requested the increase to be awarded as a step and lift. Three faculty task forces are being formed to work on issues that came about as a result of this year's Meet & Confer process.

Board Chair Even read a statement regarding the salary increase. She said that in April the Board had directed the Chancellor to allocate 4.5% for salary increases. These increases were to be in the form of an across-the-board adjustment to the salary schedules, so that each individual employee on a schedule would benefit from the 4.5% award. Through the Chancellor, the employee teams for ACES and PCCEA asked that consideration be given to allow the 4.5% to be allocated in the form of a step with the remaining amount to create an across-the-board lift to the schedules. While the Board believes that an across-the-board adjustment of 4.5% would be the most beneficial to all employees, the Board will accept the employee groups' requests as long as the total salary increases do not exceed the 4.5% allocated and assuming there is support from the Chancellor.

Dr. Even went on to say that the Board will not continue to support step increases without established criteria and expressed the Board's expectation that criteria on which to award steps would be developed for all employee groups and submitted to the Board for consideration no later than November 20, 2004. If that criteria is provided the Board will request that the Chancellor take appropriate action to modify prospectively the pertinent personnel policy statements.

The Board directed the Chancellor to "insure that any memorandums of understanding addressing salary issues for this 2004/05 Meet & Confer process capture this directive and these instructions so that we assure our message is received and understood."

Dr. Even said staff would be available to assist the employee groups in developing step criteria that the employee groups are comfortable with and that the Board feels is appropriate. That criteria will be in effect for the following year and could be modified for later years.

Staff Representatives

Barbara Byrnes reported on the May 7 Staff Council meeting. She reported that Staff Council is involved in several community service projects, including working with the Annual Thanksgiving and Christmas Street Banquet, the TUSD clothing bank and AVIVA Children's Services. The Council reviewed a draft of the proposed policy on Workplace Violence. Jack Redavid provided information regarding the implementation of the alternative employee ID number and Maggie Aldrich presented the 2004/05 professional development calendar. Staff Council is reviewing changes to the bylaws in regard to the nomination and election of Staff Council representatives.
Faculty Representatives

Erich Saphir reported on the May 7 Faculty Senate meeting. Vice Chancellor Fugett presented the 2004/05 professional development calendar and notified the Senate that alternative ID numbers will be assigned to all employees currently using social security numbers. Vice Chancellor Janice Stroh presented a proposed policy on workplace violence. She also discussed the budget parameters and standards for instructional equipment. Chancellor Flores updated the Senate on legislative matters and spoke about the $2.50 student fee, which was well received by the Senate. Faculty Senate President Donna Gifford requested that the administration not approve any SPGs that might be controversial until Faculty Senate could review the proposed SPG and provide input.

Student Representatives

Ashley Fimbres and Orlando Ruiz reported on end-of-the-year student activities, which included recognition ceremonies for outgoing officers of leadership groups at the various campuses and various fundraising activities.

Chancellor Flores and the Board presented plaques to Orlando Ruiz and Lupita Salcido, thanking them for their dedication to the students and the time they devoted to serving as student representatives to the Board.

Report -- Chairperson of the Board

Motion to Authorize Executive Session
PASSES Motion No. 6525

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

Report -- Secretary of the Board

There was no report.

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

Mr. Stewart noted that the Legislature was still in session and no decisions on budget allocations had been made.

Chancellor's Report
Chancellor Flores presented the Professional Enrichment Recognition Award to Guadalupe Cruikshank. Recipients of the award, which recognizes a faculty member’s contribution to the College and the community, are nominated by their peers.

Chancellor Flores introduced Arizona Board of Regents members Fred Boice, Jack Jewett and Chris Palacios. Dr. Flores invited them to inform the Board on the challenges they see facing education in Arizona.

Mr. Jewett said a huge challenge facing the Regents is keeping the tuition as low as possible. Recognizing that the State provides very little financial aid for university students, the Regents have been forced to raise tuition-40% two years ago, and an additional 14% last year-but they were able to increase financial aid to students at the same time. Currently tuition at Arizona universities is about 33 out of 50.

Another issue is understanding the impact of the rules and regulations the Regents set for the universities and working with the university presidents to measure success. To that end changes are occurring at each of the universities with regard to their admissions policies and focus.

Mr. Jewett said the increase in tuition and the change in undergraduate admissions will have an impact on community colleges and that continued collaboration between PCC and the UA will be important.

Chris Palacios concurred with Mr. Jewett in that changes in admissions policies will require community colleges and universities to work more closely together. She said the Regents are committed to maintaining this ongoing relationship. Ms. Palacios also stressed the need for a strong articulation program.

Regent Fred Boice commented on the low graduation rate at the universities and said the graduation rate for students transferring from community colleges is about the same as native students. He said the Regents support and encourage partnerships in articulation and even suggested that some students might want to complete their first two years at a community college and transfer to a university.

Chancellor Flores thanked President Kooi and the Community Campus staff for hosting the meeting. He recognized Mary Retterer, Angela Zerdavis and Miguel Palacios for their years of service and wished them well as they leave Pima. Dr. Flores introduced Raul Ramirez, new East Campus President, and announced Dr. Durán’s and Dr. Miles's new assignments.

Chancellor Flores also presented a brief retrospective of the past year's activities. He cited improved communication, both internally and externally; helping set the education agenda for Arizona; redefining partnerships with the UA, business and K-12; improved operations to enhance the mission of the College; identifying and addressing areas of weakness, and improving operations as some of the accomplishments this year. Future goals are improving service, processes, and administrative structure; expanding access, and redefining processes.

Report -- Monthly Financial Statements and Current Fiscal Update
Vice Chancellor Janice Stroh presented the financial statements for the eight-month period from July 1, 2003 through March 31, 2004.

Information Items Voluntary Separations from Employment
These separations were noted.

Action Items Approval of Minutes

Motion to Approve Minutes
PASSES Motion No. 6526
Mr. Fimbres amended the minutes of the April 14 meeting to reflect that he was absent from the meeting.

Marty Cortez - M, Scott Stewart - S, to approve the minutes of the Regular Meeting of April 14, 2004 as amended.

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. 6527
Scott Stewart - M, Richard Fimbres - S, to approve the Consent Agenda.

Item Title
14.1 New Appointments
14.2 Involuntary Separations
14.3 Temporary Appointments
14.4 Fall 2004 and Spring 2005 Sabbatical Approvals
14.5 Student Aide Hires - Spring 2004
President Kooi explained that there are a number of grants that have to be applied for each year to support the Adult Education program. Rather than forwarding the individual grants for approval, this recommendation includes all those grants.

Motion to Approve Grants and Contracts Consolidated Schedule: Pima College Adult Education

PASSES Motion No. 6528
Richard Fimbres - M, Scott Stewart - S, to approve the receipt and distribution of funds from the list of grants and contracts awarded to Pima College Adult Education.

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


President Albert presented this recommendation to approve a contract with iCarnegie, Inc. to offer courses in Software Systems Development. Courses are offered on-line and faculty will receive on-going training, mentoring and support. Training for faculty will begin in spring and summer in preparation for fall classes.

Motion to Approve iCarnegie
Inc., Software Systems Development
Curriculum License Contract
PASSES Motion No. 6529

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

Proposed Board Policy: Athletic Mission and Principles - Final Reading

Motion to Approve Proposed Board Policy: Athletic Mission and Principles
PASSES Motion No. 6530

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

Course Fee Recommendations - Fiscal Year 2005

These are fees that are levied for specific course and they are reviewed and adjusted on a regular basis. Ms. Stroh noted that fees for some of the programs would be increased dramatically which should help bring those programs closer to breaking even.

Motion to Approve
Course Fee Recommendations
Fiscal Year 2005
PASSES Motion No. 6531
Richard Fimbres - M, Marty Cortez - S, to approve the special course fees for Fiscal Year 2005.

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

Capital Request for Fiscal Years 2005 & 2006

Motion to Approve
Capital Request for
Fiscal Years 2005 & 2006
PASSES Motion No. 6532
Scott Stewart - M, Marty Cortez - S, to approve the capital requests identified as funded for fiscal years 2005 & 2006.

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

ADJOURNMENT

The meeting adjourned at 9:20 p.m.