Pima County Community College District
Minutes of the Regular Meeting of
June 2, 2004

Pima County Community College District

A Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, June 2, 2004 at 7:00 p.m., in the Community/Board Room, District Office, 4905 E. Broadway, Tucson, AZ 85709-1010.

BOARD MEMBERS
Present:

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

BOARD REPRESENTATIVES
Present:

- Erich Saphir, Faculty
- Barbara Byrnes, Staff

RECORDING SECRETARY
- Joanne Wilhelmsen

ADMINISTRATION

- Roy Flores, Chancellor
- Louis Albert, Campus President, West Campus
- Vicki Cook, Division Dean, Downtown Campus
- Sarah Dempsey, Dean of Instruction, Community Campus
- Richard Durán, Campus President, Desert Vista Campus
- Charlotte Fugett, Executive Vice Chancellor, Human
- Suzanne Miles, Provost and Executive Vice Chancellor, Academic Services
- Jack Redavid, Assistant Vice Chancellor, Human Resources
- JoAnn Rust, Acting Dean of Instruction, West Campus
- Paul Smith, Assistant Vice Chancellor, Administrative Services and Facilities
- Nancee Sorenson, Dean of Student
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
- John Merren, Division Dean, Downtown 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
In the absence of Chairperson Brenda Even, Secretary Sherryn Marshall called the meeting to order at 7:05 p.m.

Ms. Marshall called for a motion to suspend the regular order of business and begin the meeting with the Chancellor's Report.

Motion to Suspend Regular Order of Business

PASSES

Motion No. 6538

Richard Fimbres - M, Scott Stewart - S, to start the meeting with the Chancellor's Report.

Vote: All Board members present voted "aye" by voice vote. None were opposed. Motion carried.
Chancellor Flores introduced and congratulated Stacy Iveson, coach of the Pima College softball team, this year's NJCAA National Champions. Coach Iveson introduced the assistant coaches and players. Mayor Bob Walkup and Manuel Ruiz, representing Board Supervisor Richard Elias, congratulated the team and presented Coach Iveson with certificates for each of the players.

Public Comment

There were no requests to address the Board.

Staff Representatives

There was no report.

Student Representatives

There was no report.

Faculty Representatives

There was no report.

Report -- Chairperson of the Board

Motion No. 6539


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 reported that the Arizona Community College Association is monitoring and discussing the changes proposed by the Arizona Board of Regents regarding the structure of the state universities.

Chancellor's Report

Dr. Flores introduced Ed Stolmaker, Director of the Marana Chamber of Commerce; Paula Stuht, Director of Economic Development of the Tucson Metropolitan Chamber of Commerce; and Fred Orozco, Director of the Tucson Hispanic Chamber of Commerce.

The Board was told that small businesses want opportunities to educate themselves; that they want to be able to go online and receive information quickly, and that because industry changes quickly, Pima's offerings need to be diverse and flexible. Businesses coming to Tucson want to know that there are qualified employees available. Technical and specialist skills
are important, but businesses also want their employees to have managerial skills, soft skills and general skills, especially in math and English.

Chambers’ representatives encouraged Pima to continue to be involved with the chambers by speaking at their meetings and participating in various events sponsored by them. Paula Stuht also urged Pima and work closely and partner with the technology clusters.

Chancellor Flores recognized Miguel Palacios, Eleanor Brown, Phil Silvers and Angela Zerdavis, who are retiring at the end of June, and Richard Durán, who has accepted the position of Desert Vista President.

John Gabusi informed that Board that the relationships the College fostered with legislators last year and again this year contributed to Pima receiving full funding from the state and preserving adult education and family literacy. He informed the Board that every member of the Southern Arizona delegation, with one exception, voted for the College’s appropriation request.

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

Vice Chancellor Janice Stroh
presented the financial statements for the month ending April 30, 2004. Ms. Stroh indicated that there was nothing unusual to report; expenditures and commitments are comparable with the same period last year.

Information Items

Voluntary Separations from Employment

These separations were noted.

Proposed Board Policy:
Workplace Violence Prevention - First Reading

There were no questions or concerns raised regarding this proposed policy on workplace violence prevention.

Action Items

Approval of Minutes

Motion No. 6540

Richard Fimbres - M, Marty Cortez - S, to approve the minutes of the Regular Meeting of May 12, 2004.

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

Motion to Approve Minutes

Motion No. 6541

Richard Fimbres - M, Scott Stewart - S, to approve the minutes of the Special Meeting of May 17, 2004.

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. 6542
Scott Stewart - M, Richard Fimbres - S, to approve the Consent Agenda.

<table>
<thead>
<tr>
<th>Item</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>15.1</td>
<td>New Appointments</td>
</tr>
<tr>
<td>15.2</td>
<td>Temporary Appointments</td>
</tr>
<tr>
<td>15.3</td>
<td>Student Aide Hires</td>
</tr>
<tr>
<td>15.4</td>
<td>Unclassified Pay Rates for Temporary Employment</td>
</tr>
<tr>
<td>15.5</td>
<td>Adjunct Faculty Rate of Pay</td>
</tr>
<tr>
<td>15.6</td>
<td>Contract: Office Depot Business Services Division, Just-in-Time Program - FY 04/05</td>
</tr>
<tr>
<td>15.7</td>
<td>Contract: SSC Service Solutions, Custodial Services FY 04-05</td>
</tr>
<tr>
<td>15.8</td>
<td>Contract: Intermountain Color, Community Campus Schedule of Non-Credit &quot;Activities,&quot; Printing and Delivery</td>
</tr>
<tr>
<td>15.9</td>
<td>Contracts: Computer Equipment Maintenance FY 05</td>
</tr>
<tr>
<td>15.10</td>
<td>Contract: Gila County Community College District Gila County Educational Program Intergovernmental and Operating Agreements</td>
</tr>
<tr>
<td>15.11</td>
<td>Contract: American Institute of Technology, Inc.</td>
</tr>
</tbody>
</table>
Truck Driver Training Program Agreement

15.12 Contract: Pima County, Workforce Development and Educational Programs Intergovernmental Agreement

15.13 Contracts: Clinical Placement Education Agreements with Partnering Public Agencies, Intergovernmental Agreements

15.14 Contracts: Property, General Liability and Automobile Insurance

15.15 Contract: Shared Computer Disk Storage

15.16 Intergovernmental Agreement Extensions: Corrections, Fire, Law Enforcement and Community Partnering Agencies, Public Safety Program

15.17 Intergovernmental Agreement Extensions: America Reads Challenge Program, FY 04/05

15.18 Grant Proposal: Intel Foundation Automated Systems and Discovery 2000 Technology Lab

15.19 Grant Proposal: National Science Foundation - Arizona Board of Regents on behalf of the
University of Arizona, Partnerships for Innovation Subrecipient Award

15.20 Grant Proposal: Arizona Department of Commerce - Tucson-Mexico Trade Office, Export Academy Subrecipient Award

15.21 Grant Award: National Aeronautics and Space Administration University of Texas Proyecto Access Program Subrecipient Award

15.22 Grant Award: U.S. Department of Education Pell Grant Program

15.23 Technology Upgrade: Design and Enhancement of College Web Site

15.24 Lease Purchase Contract: Oracle Corporation, College-wide License for Database Software

15.25 Lease Agreement: Arizona Board of Regents on Behalf of the University of Arizona, Northwest Campus Building

15.26 Non-Credit Information Technology Certificate

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

**Personnel Policy Statements, 2004/2005 Fiscal Year**

Vice Chancellor Charlotte Fugett presented the changes to the faculty and staff Personnel Policy Statements, which are a result of the Meet & Confer process. Changes recommended by an ad hoc committee on common language were also presented in the Personnel Policy Statement for College Employees.

The major accomplishments of this year's Meet & Confer process for all employees were an increase in employees' base salary; an increase of the College's contribution for health and prescription insurance; and an increased medical subsidy. Other agreements, specific to the individual employee groups, were also reached.

Vice Chancellor Fugett informed the Board that not all issues were resolved, and discussion will continue on some of them during the year and probably during the next Meet and Confer cycle. One of the issues not resolved is the grievance process. Currently, an employee who has filed a grievance may request a final
determination by the Chancellor, and may appeal a recommendation of termination directly to the Governing Board. Dr. Flores informed the Board that a report summarizing grievances filed during the year and the disposition of each grievance will be prepared for the Board annually.

**Motion No. 6543**


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

**College Plan 2004-2006**

Chancellor Flores presented the College Plan for approval. Six initiatives had been presented to the Board at workshops earlier in the planning process. An initiative to enhance government and external relations has been included since the last draft. Included in the Plan are the Mission and Vision statements, which, Dr. Flores said, will drive the College over the next two years and enable the College to deliver services. Next year, a progress report will be presented, with a final report at the end of two years.

**Motion No. 6544**

Scott Stewart - M, Richard
Fimbres - S, to approve the College Plan 2004-2006.

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

**Adjournment**

The meeting adjourned at 9:15 p.m.