PIMA COUNTY COMMUNITY COLLEGE DISTRICT

A Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, June 11, 2008 at 7:00 p.m., in the Community Board Room, District Office, 4905 E. Broadway, Tucson, AZ 85709-1010.

BOARD MEMBERS

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

BOARD REPRESENTATIVES

- Julie Hecimovich, Staff
- Holly Tackett, Staff
- Jack Mertes, Faculty

RECORDING SECRETARY

- Linda Ashenbrener

ADMINISTRATION

- Roy Flores, Chancellor
- Lou Albert, Campus President, West Campus
- Chrystal Albrecht, President, Desert Vista Campus
- David Bea, Executive Vice Chancellor, Finance and Administration
- Victoria Cook, Dean of Instruction, West Campus
- Imelda Cuyugan, Executive Director, Grants
- Betty Elasowich, Dean of Student Development, West Campus
- Charlotte Fugett, President, East Campus
- Donna Gifford, Assistant Vice Chancellor
- Mary Beth Ginter, Division Dean of Instruction, West Campus
- David Irwin, Executive Director, Public Information
- Jana Kooi, Campus President, Community Campus
- Dee Lammers, Division Dean, West Campus
- Sylvia Lee, President, Northwest Campus
- Mary Ann Martinez Sanchez, Dean of Instruction, East Campus
- Leticia Menchaca, Dean of Student Development, Desert Vista Campus
- Suzanne Miles, Provost and Executive Vice Chancellor for Academic Services
- Lorraine Morales, Dean of Student Development, Northwest Campus
- Brigid Murphy, Assistant Vice Chancellor for Academic Services and Vice Provost
- Anna Reese, Executive Director, Financial Aid
• Robert Riza, Assistant Vice Chancellor for Student Services
• Nancy Russell, Dean of Workforce and Business Development
• Terry Sawma, Dean of Adult Education, Community Campus
• Edgar Soto, Executive Director, Athletics
• Juan Soto, Acting Dean of Student Development, East Campus
• Stan Steinman, Senior Assistant to the Provost
• Heather Tilson, Executive Director, Planning and Research
• Anne Vosberg, Dean of Student Development, Downtown Campus
• Bill Ward, Assistant Vice Chancellor for Facilities

GENERAL MATTERS

Call to Order

Scott Stewart called the meeting to order at 7:30 p.m.

Pledge of Allegiance

Sherryn Marshall led the Pledge of Allegiance.

Public Comment and Reports

Public Comment

There were no requests to address the Board.

Staff Representatives

Julie Hecimovich and Holly Tackett reported on the June meeting of the Staff Council. Information was shared in regards to the deans of student development now reporting to the Provost. There will be changes in Financial Aid with the creation of five new positions. A report from Human Resources indicated that step plans are being processed. A representative from AVIVA spoke to the group concerning the continued support of their school supplies program.

Student Representatives

There was no report.

Faculty Representatives

There was no report.

Report — Chairperson of the Board
Chair Stewart read a statement from the Board authorizing salary pool increases of 3.7% for each employee group in order to provide for progression funding. This funding is an acknowledgement of the value of the step progression plans toward improving the College. He reported that the remainder of the salary pools will be allocated to lift the salary schedules to ensure that the College remains competitive in attracting the best employees.

Chair Stewart announced that the first reading of the conflict of interest policy will be submitted to the Board in August.

If approved, the Board will send a letter to Arizona Community College Association (ACCA) to announce withdrawal from the Association at the end of the year. The interests of the College and our constituents are better served by putting concentrating our efforts elsewhere.

**Motion to Authorize Executive Session PASSES**

Motion No. 6817


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)**

Brenda Even reported that the June meeting was cancelled. A meeting is scheduled July 8 in Flagstaff. The next Joint Conference Committee meeting is scheduled June 16 and included on the agenda is how to develop a process for baccalaureate degrees at community colleges.

**Chancellor’s Report**

The AFSCME Team presented proposals and outcomes for Meet and Confer. Some of the proposals that were agreed upon included a Labor Management Committee, lowered clock hours for the step progression plans, modified language to define the lunch hour timeframe, and paid educational leave for one employee for one year or two six-month paid leaves for two employees each year.

The ACES Team also presented their proposals and outcomes. Memorandums of Understanding were signed for language revisions concerning denied leave, lead work assignments, Professional Development and Educational Enrichment fund, and an adjustment to language on Career Development.
Both teams expressed gratitude to the Management Teams for their work and assistance during the Meet and Confer sessions.

Chancellor Flores commended the staff for enrollment increases. He reported that Dr. Raul Ramirez will now work with the Grants Department and will work with the Congressional delegation and agencies that fund the College as Vice Chancellor for Community Relations and Institutional Outreach. He will collaborate with Tohono O’odham and faith-based organizations but will continue to oversee College Events. Dr. Ramirez will also work with universities to track faculty who may be interested in community college teaching. Lynne Wakefield will join the Human Resources Department as Chief Human Resources Officer.

**Monthly Financial Statements through April 2008**

Results continue to progress as expected with positive net assets reported through the end of April. Total General Fund expenditures and commitments are notably lower than last year’s results.

**Information Items**

**Separations from Employment**

**Student Aide Hires**

These items were noted as information items.

**Action Items**

**Approval of Minutes**

**Motions to Approve Meeting Minutes PASSES**

Motion No. 6818

Marty Cortez – M, Brenda Even – S, to approve the minutes of the Regular Meeting of May 14, 2008.

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

**Consent Agenda**

Board Member Fimbres requested that items 15.8 - Grant Proposal: Governor’s Office of Highway Safety 2008 Highway Safety Plan and 15.17 - Intergovernmental Agreement: Arizona Governor’s Office of Highway Safety Phlebotomy for Law Enforcement Program Agreement be pulled from the Consent Agenda and voted on separately.
Motion to Approve Consent Agenda PASSES
Motion No. 6819

Marty Cortez – M, Sherryn Marshall – S, to approve the Consent Agenda, with Addenda to Items 15.1 New Appointments; 15.3 Adjunct Faculty Appointments; and 15.4 Temporary Appointments. A revision was submitted for 15.16 Intergovernmental Agreement: Dual Enrollment

15.1 New Appointments

15.2 Administrator Appointments

15.3 Adjunct Faculty Appointments

15.4 Temporary Appointments

15.5 Public Safety Personnel Retirement System Local Board Membership

15.6 Legal Services

15.7 Grant Award: Arizona Commission for Postsecondary Education, United States Department of Education, Leveraging Educational Assistance Partnership Program and Special Leveraging Educational Assistance Partnership Program

15.9 Grant Proposal: United Way of Tucson and Southern Arizona Senior Volunteer Program

15.10 Grant Proposal: Arizona Department of Education Fasttrack to Allied Health

15.11 Grant Proposal: United States Department of Education Arizona Department of Education Carl D. Perkins IV - Basic Grant

15.12 Grant Proposal: U. S. Department of Justice Bulletproof Vest Partnership

15.13 Grant Proposal: Arizona Department of Education Pima Project for Mathematics Excellence

15.14 Grant Proposal: The College Board Western Region Student Success Institute Program

15.15 Grant Proposal: Southern Arizona Foster Care Youth Mentoring Project Arizona Commission for Postsecondary Education

15.16 Intergovernmental Agreement: Dual Enrollment REVISED

15.18 Intergovernmental Agreement: City of Tucson on behalf of the Tucson Fire Department Revision to Addendum #8: Paramedic Training Program
15.19 Intergovernmental Agreement: Pima County Workforce Development and Educational Programs

15.20 Intergovernmental Agreement: University of Arizona

15.21 Curriculum Recommendations – Program Inactivation: School-Age Child Care – Associate of Applied Science Degree (AAS)

15.22 Curriculum Recommendations – Program Inactivation: Basic School-Age Child Care Assistant – Certificate

15.23 Curriculum Recommendations – Program Inactivation: Advanced School-Age Child Care – Certificate

15.24 Curriculum Recommendations – Program Inactivation: Basic Truck Driver – Certificate

15.25 Contract: Intergovernmental Agreements for Articulation

15.26 Contract: Dual Enrollment for Charter and Private High Schools

15.27 Contract: Workers’ Compensation Insurance

15.28 Contract: Property Insurance

15.29 Contract: Health Insurance for International Students

15.30 Contract: General Liability and Automobile Insurance

15.31 Contract: Hewlett-Packard Instructional and Administrative Technology Replacement

15.32 Contract: Information Technology Maintenance, Licensing, and Services – FY09

15.33 Contract: Marketing Services

15.34 Contracts Consolidated Schedule: Pima Community College Adult Education (PCCAE)

15.35 Fiscal Year 2007/2008 Adopted Budget Reductions

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

Grant Proposal: Governor’s Office of Highway Safety 2008 Highway Safety Plan

Intergovernmental Agreement: Arizona Governor’s Office of Highway Safety Phlebotomy for Law Enforcement Program Agreement
**Motion to Approve Governor’s Highway Safety Plan; and Phlebotomy for Law Enforcement PASSES**  
Motion No. 6820

Brenda Even – M, Sherryn Marshall – S, to approve the 2008 Highway Safety Plan grant proposal and, if funded, acceptance of the grant award with the Governor’s Office of Highway Safety as soon as an award is released and contracts established; and to approve an Intergovernmental Agreement (IGA) with the Arizona Governor’s Office of Highway Safety for Phlebotomy programs, effective from June 12, 2008 through June 30, 2013.

Vote: Board members Cortez, Even, Marshall and Stewart voted “aye” by voice vote. Richard Fimbres abstained. Motion carried.

**Participation in Arizona Community College Association (ACCA)**

**Motion to Withdraw from the Arizona Community College Association PASSES**  
Motion No. 6821

Sherryn Marshall – M, Richard Fimbres – S, to withdraw from the Arizona Community College Association. In order to provide for an orderly transfer and mitigate any disruption to the organization, the effective date of the withdrawal will be December 31, 2008.

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

**Personnel Policy Statements for Specific Employee Groups**

**Motion to Approve Personnel Policy Statements for Specific Employee Groups PASSES**  
Motion No. 6822

Richard Fimbres – M, Sherryn Marshall – S, to approve changes to the Personnel Policy Statements for the following employee groups:

- Classified Non-Exempt
- Classified Exempt
- Administrative
- Faculty
- College Employees

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

**Adjournment**

The meeting adjourned at 8:30 p.m.