PIMA COUNTY COMMUNITY COLLEGE DISTRICT

A Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, August 12, 2009 at 7:00 p.m., in the Community Board Room, District Office, 4905 E. Broadway, Tucson, AZ 85709-1010.

BOARD MEMBERS

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

BOARD REPRESENTATIVES

- Barbara Byrnes, Staff
- Laura Rutkoski, Staff
- Rick Rosen, Faculty

RECORDING SECRETARY

- Christie Sexton

ADMINISTRATION

- Roy Flores, Chancellor
- Lou Albert, President, West Campus
- Christal Albrecht, President, Desert Vista Campus
- Doreen Armstrong, Executive Director of Employee Consulting and Personnel Services
- David Bea, Executive Vice Chancellor, Finance and Administration
- Johnson Bia, President, Downtown Campus
- Imelda Cuyugan, Executive Director of Grants
- Betty Elasowich, Vice President, Student Development
- Terry Flores, Executive Director, Employment/Legal Affairs
- Charlotte Fugett, President, East Campus
- Donna Gifford, Assistant Vice Chancellor
- Mary Kay Gilliland, Division Dean, Math, Science and Technology
- John Gillis, Instructional Division Dean
- Mary Beth Ginter, Division Dean, Business, Computer & Social Sciences
- Diane Groover, Assistant Vice Chancellor for Finance
- Jerry Haynes, Vice President of Student Development
- Rachelle Howell, Assistant Vice Chancellor, Marketing
- Kirk Kelly, Vice Chancellor, Information Technology
- Jana Kooi, President, Community Campus
- Dee Lammers, Division Dean of Instruction
Call to Order

Chairperson Brenda Even called the meeting to order at 7:00 p.m. After reading each name of the PCC refugee students killed in a recent automobile accident, she called for a moment of silence to honor them. The students were Bernadeta Ntahimana, Elizabeth Mimani, Domitila Nduwamungu, Albino Misigaro, Josephine Kalomo and Neema Kitubure.

Public Comment and Reports

Public Comment

There were two requests to address the Board:

1. Mr. Harold Harrison explained his position regarding his removal by a Police Officer at West Campus on the “alleged issue” of a “code violation” at West Campus. He stated that he had not gotten an answer explaining a “code violation”. He proceeded to reference documents he had written and responses received and asked permission to provide them to the Board of Directors. The Board thanked him for his time and accepted his documents.

1. Sandra Hallenbeck, employee in the IT Department, and a group of her peers, addressed the Board to state their support for the Chancellor’s position and handling of the proposal for the College to go to a 40-hour work week.
**Staff Representatives**

Barbara Byrnes and Laura Rutkoski reported two Staff Council meetings. July highlights included the Provost area activities: College Plan strategies, Financial Aid process and implementation of the My Degree plan. Planning for reaccreditation is underway. HR reported the new online application system is progressing well. Applicants are encouraged to apply online. Fundraising efforts are underway with the Jail and Bail event and AVIVA Children’s Services. The August report included: numerous activities within the Provost’s area, but the major focus is on the redesign of Student Services and ribbon-cutting ceremonies are scheduled for late October. If approved, the new base hours for employees will be 8 am to 5 pm. The fundraising events were very successful, with Jail & Bail raising over $10,000 to support the general scholarship fund. Two events raised a total of over $12,000. Employees are encouraged to attend Meet & Confer sessions. The passing of two employees, Sue Choat and Tony Ashbacher was noted.

**Student Representatives**

There was no report.

**Faculty Representatives**

There was no report.

**Report — Chairperson of the Board**

**Motion to Authorize Executive Session PASSES**

Motion No. 6879


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

**Report — Secretary of the Board**

There was no report. Secretary Sherryn Marshall acknowledged the birthday of Staff Council representative, Barbara Byrnes.

**Chancellor’s Report**

A progress report on the status of the College Plan was given by Chancellor Flores and Dr. Suzanne Miles, Provost. The purpose of the Plan is to improve instruction and operations, foster creativity and is a link to reaccreditation. The Plan includes seven initiatives and 38 strategies (13 due for completion in the first year). Eleven have been completed and two have been extended. Each of the initiatives was reviewed in detail by Dr. Miles. The major focus in 2008-
2009 was the redesign of Student Services. Overall, the 2008-2011 College Plan is on target. Board member, Scott Stewart, complimented them on the Plan, stating he thought it was very good and expressed his wishes it would be more common in other institutions.

A presentation on cancellation of classes was given by President Charlotte Fugett and Dr. Harry Muir. They proceeded to review the following areas; definition of class cancellation, explanation of trend analysis showing some of the trends, including most frequently cancelled classes, number of classes offered and number of classes cancelled, cancellations by academic year, and percentage of cancelled classes by college and campuses. Other areas reviewed included why classes are cancelled, current activities to mitigate cancellation and remedies to reduce disruption to students’ plans. A short question and answer period ensued.

**Monthly Financial Statements through June 2009**

Dr. Bea gave a financial overview through June and indicated year-end results appear largely as expected, with an increase in net assets.

**Information Items**

**Separations from Employment**

Dr. Even acknowledged and thanked the retirees listed.

**Student Aide Hires**

These items were noted as information items.

**Action Items**

**Approval of Minutes**

**Motion to Approve Meeting Minutes PASSES**

Motion No. 6900


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. 6901

14.1 New Appointments

14.2 Administrator Appointment – Interim

14.3 Adjunct Faculty Appointments

14.4 Temporary Appointments

14.5 Contract: SunGard Banner Document Management Suite Software License, Maintenance, and Services


14.7 Curriculum Recommendation – New Workforce Response Program: Production Machinist Certificate for Direct Employment


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

Change in Official Operating Hours

The Chancellor recommends that the Board of Governors approve an increase in staff and administrator work hours from 37.5 to 40 hours per week, and an increase of faculty campus accountability hours from 27 to 29 hours per week, beginning the week of September 12, 2009. The Chancellor recommends the Board authorize adjustments to the salary schedules of these employees, the various leave accrual rates, and other related personnel policy details to reflect the change.

**Motion to Approve Change in Official Operating Hours PASSES**

Motion No. 6902

Sherryn Marshall– M, Scott Stewart – S, to approve the change in official operating hours.
Vote: All Board members present voted “aye” by voice vote. None were opposed. Motion carried.

Adjournment

The meeting adjourned at 8:45 p.m.