

**PIMA COUNTY COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD OPEN MEETING NOTICE AND AGENDA
FEBRUARY 5, 2014**

NOTICE OF REGULAR GOVERNING BOARD MEETING

7:00 p.m.
District Office
Community/Board Room
4905 E. Broadway
Tucson, AZ 85709-1010

AGENDA FOR MEETING*

General Matters

1. Call to Order
2. Pledge of Allegiance

Public Comment

3. Public Comment – Call to Audience

The Pima Community College Board of Governors welcomes public comment on issues within the jurisdiction of the College. Comments should be limited to five minutes per individual. At the conclusion of public comment, individual Board members may respond to criticism made by those who addressed the Board, may ask staff to review a matter, or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that internal College processes are available to students and employees for communication.

Reports

4. Governing Board Member Reports
 - The Chairperson, Secretary and/or members of the Governing Board may report on recent events at or involving the College.

Reports (Continued)

5. Chancellor's Report
 - Chancellor Lee Lambert may report on current events at or involving the College. The Chancellor may also provide information to the Governing Board on the following topics: Changes being considered and/or made to College processes and systems, Legislative and Budget Updates.
 - HLC Visit
 - Interest Based Collaboration / Meet & Confer Update
 - Safety and Threat Assessment Update
6. Reports by Staff Representatives
 - Staff Council Chair Christopher Hauser will provide highlights from their last Staff Council meeting. Highlights may include: Chancellor's Report, Provost's Report, Liaison Report and Employee Reports (AFSCME and ACES and Campus District Reports).
7. Reports by Student Representatives
 - Student Representatives Colin Lynch and April May Ramey will highlight recent activities at the Community, Desert Vista, Downtown, East, Northwest and West Campuses.
8. Reports by Faculty Representatives
 - Faculty Representatives Kimlisa Salazar Duchicela and Patricia Figueroa will provide highlights from their last Faculty Senate meeting. Highlights may include: Chancellor's Report, Provost's Report, PCCEA Report and Faculty Senate President's Report.
9. Academic Reports
 - HLC Progress
 - Developmental Education Update
 - Enrollment Management
 - Student Services Review
10. Financial Report — December 2013 Financial Statements
 - Preliminary fiscal year 2013-14 results through December 2013.

Information Items

11. Separations from Employment
 - Information item listing retirements and separations from employment: James S. Asher, Steven K. Croft, Brian D. Basgen, Peter T. Becskehazy, Rita S. Bowden, Gary A. Epperson, Mary J. Herrera, Patricia Lohse, Rueben Palazuelos, George C. Palomarez, Tammi M. Palmer, Steven J. Peterson, Elizabeth A. Rollins and Irene M. Sherlund.

Information Items (Continued)

12. Student Aide Placements
 - Information item listing student aide placements: No student aide hires this month to report.
13. BP-1103: Role and Responsibility of the Chancellor – First Reading
 - Administration submits the first reading of Board Policy 1103: Role and Responsibility of the Chancellor
14. BP-1401: Governance – First Reading
 - Administration submits the first reading of Board Policy 1401: Governance

Action Items

15. Approval of Minutes of the following meetings:
 - A. Study Session of November 19, 2013
 - B. Special Meeting to conduct Executive Session on November 19, 2013
 - C. Study Session of December 2, 2013
 - D. Special Meeting to conduct Executive Session on December 2, 2013
 - E. Special Meeting to conduct Executive Session on December 11, 2013
 - F. Special Meeting of December 11, 2013
 - G. Study Session of December 16, 2013
 - H. Special Meeting to conduct Executive Session on December 16, 2013
 - I. Special Meeting to conduct Executive Session on January 8, 2014
 - J. Annual and Regular Meeting of January 8, 2014
 - K. Study Session of January 27, 2014
16. Consent Agenda
 - 16.1 New Appointments
 - Administration is requesting approval to hire the following individuals: Gerald Heller II, Trades Maintenance Specialist – DO; Jacquelyn La New, Student Services Specialist – DC; Lauri Logan, Support Technician – NW; James Monaco, Interim Head Football Coach – WC; Kelly O’Keefe, Instructional Faculty – DC; James Winger, Instructional Faculty – EC-1 semester Administrative Appointment; Daniel Rodriguez, Student Services Specialist – DO
 - 16.2 Adjunct Faculty Appointments
 - Administration is requesting that the individuals listed as certified adjunct applicants be approved for use as a pool of employees for current and future adjunct faculty assignments and as temporary non-credit instructors: Bilal Al’Amin, Fitness and Wellness; Joanna S. Broader, Business; Rachael Byrd, Anthropology; Amanda Callen, Respiratory Therapy; Wanda M. Edwards, Business, Human Resources Management; Scott R. Green,

Action Items (Continued)

Environmental Technology, Geography; Carolyn Karmikel, Speech Communication; Melinda G. Leyva, Respiratory Therapy; Tanja Loveday, Psychology; Brenda D. Martinez, Pharmacy Technology; Paula K. Maynard-Akers, Dental Hygiene; Judith E. McCord, Nursing; Mary E Mercado, Career and Professional Development; Brandon Moran, Fitness and Sports Science; Emily Patch, Anthropology; Michael L. Peters, Sign Language; Adam J. Raterink, Mathematics; Partha P. Samadder, PhD, Chemistry; Karin Sandberg, Therapeutic Massage; Amy S. St. John, Education; Joanne Taylor, History; Ernesto A. Trujillo, Computer Information Systems; Alice K. Webb, Nursing and Christopher Williams, Machine Tool Technology.

16.3 Temporary Appointments

- Administration is requesting that the individuals listed be employed as temporary employees. Individuals may be used as a pool of employees for current and future temporary assignments: Zarifah Agardy, Laboratory Assistant-Archaeology; Maxine Brown, Workforce Trainer-Continuing Education; Jamie Gonzales, Tutor I-Mathematics; Nadair Jenabzadeh, Laboratory Technician-Building Construction Trades; Ehren Keltz, Laboratory Assistant-Archaeology; Justin Langlois, Laboratory Assistant-Archaeology; Marlana Laughter, Tutor I-Writing; Derek Lookingbill, Office Aide-Digital Arts; Chester Manning, Workforce Trainer-Law Enforcement Academy; Sally Maurizi, Substitute Instructor- Adult Education; Megan McCaffrey, Library Services Technician-Library; Nicholas Meyers, Tutor I-Math and Science; Pamela Miller, Laboratory Assistant-Archaeology; Stephen Molinares, Laboratory Assistant-Archaeology; Sean Parsons, Laboratory Assistant-Archaeology; Nate Pillman, Tutor I-Writing; Robert Quackenbush, Workforce Trainer- Law Enforcement Academy; Diana Quijada, Auxiliary Aide-Disabled Student Resources; Abby Swanson, Library Services Technician-Library; Charles Wallum, Tutor I-Math and Science; Jeffrey Wick, Laboratory Assistant-Physics and James Zucco, Assistant Coach Golf-Athletics.

16.4 Administrator Appointment

- Administration is requesting approval to hire the following individuals: Quincy Moore, Ph.D., Interim Vice President of Student Development.

16.5 Faculty Regular Appointments for Fiscal 2015

- Administration is recommending approval of regular faculty appointments for the 2015 fiscal year, as shown on the attached Exhibit A.

Action Items (Continued)

- 16.6 BP-1403: Records Management, Retention and Disposition – Final Reading
- Administration submits the final reading and Board approval of Board Policy 1403: Records Management, Retention and Disposition
- 16.7 BP-3105: Curriculum – Final Reading
- Administration submits the final reading and Board approval of Board Policy 3105: Curriculum
- 16.8 BP-3106: Curriculum Development – Final Reading
- Administration submits the final reading and Board approval of Board Policy 3106: Curriculum Development
- 16.9 BP-3107: Degrees and Certificates – Final Reading
- Administration submits the final reading and Board approval of Board Policy 3107: Degrees and Certificates
- 16.10 Contract: Security Services
- Administration is requesting approval to increase the contract with Blackstone Security Services to provide security services for the period July 1, 2013 through June 30, 2014. The contract costs will be increased from \$150,000 to \$280,000 for fiscal year 2014.

Other Action Items

17. Amendment to Board Bylaws
- In accordance with Board Bylaw, Article IX: Amendment to Bylaws, Section 1, the Board has requested to consider and vote on proposed amendments to the Bylaws.
18. 2014 Calendar of Study Session Meeting Dates
- List of the Study Session Meeting dates for 2014 and January 2015. The dates are: March 3, 2014; April 2, 2014; May 5, 2014; June 2, 2014; June 30, 2014; August 4, 2014; September 3, 2014; September 29, 2014; November 3, 2014; December 1, 2014 and January 5, 2015

Adjournment

Regular Meeting
March 12, 2014, 7:00 p.m.
District Office
Community/Board Room
4905 E. Broadway Blvd.
Tucson, AZ 85709-1010

* **Option to recess into executive session to obtain legal advice** — Pursuant to A.R.S. §38-431.03(A)(3) the Governing Board may vote to go into executive session for the purpose of obtaining legal advice from its legal counsel with respect to any item listed on this agenda or any addendum thereto.

* The Governing Board reserves the right to take action on any agenda item.

* **Additional Information** — Additional information about the above agenda items can be found in the Governing Board packet that is available for review at the Campus Libraries and on the College's website at www.pima.edu/board/packets.

* To request a reasonable accommodation for individuals with disabilities, a minimum of 5 business days before the event is requested. Contact Phone: (520) 206-4539; Fax: (520) 206-4567.

Members of the Governing Board may participate by telephone, video or internet conferencing.

Exhibit A

Aguilar EdD, Darla J
Allen, Jacqueline Leigh
Alvine PhD, Ceanne Gale
Amavizca, Carmen F
Anderson, Brooke D
Anderson, Michele
Andujo, Emilia
Arbogast, Jean Marie
Arroyo, Antonio P
Atwell, Max R
Backes, Mark
Baddar PhD, Maha
Bandaranayake PhD, Hema Anura
Baron, Glenn
Barrowman, John Lloyd
Basford PhD, Tori R
Bautista, Yuko E
Becker Jr, Charles Henry
Beckman PhD, Kristina I
Bejarano, Sandra M
Berger, James B
Bessette, Bruce D
Bice, Kenneth J
Bishop, David R
Blake PhD, Cheryl K
Bock, Donald C
Boguszak, Matej
Brewer, Joseph McAdams
Brito, Monica Jean
Broneck PhD, Katherine L
Brown, Gigi
Brown, Theresa A
Brubaker, Galen W
Brumbaugh, Kelly F
Buck-Rodriguez, Margaret R
Bulikowski, Ellyn E
Burge, April A
Burke PhD, Lonnie Dean
Cabello PhD, Christopher M
Caldwell, Ellen Ferrell
Campbell PhD, Teresa
Carranza PhD, Olga
Carreras, Mariana
Carrillo, Roman K
Casper, Roberta L
Castro-Salazar EdD, Ricardo
Challenger, Kathryn Lynch
Christensen PhD, Ann
Christie PhD, Nancy G
Christofferson, Carol
Cochran, Joshua Daniel
Cohen, Rebecca Andrea
Collins, John S
Comport, Eric R
Cook, Victoria
Cooper PhD, Gary A
Cortes, Barbara
Cortes-Torres PhD, Mayra Eliz
Couston, Rosanne M
Coyne, Janet B
Cramer PhD, Amy S
Cruikshank PhD, Guadalupe A
Cruz MD, Timothy E
Cueva, Carmen Elena
Cunningham, Robert F
Dal Pra, Joseph
D'Angelo, Fred Michael
Davis, Amy Catherine
De La Rosa PhD, James
Deering, Susan Jo
Delaune, James
Delgado-Duran, Francisco
Denfeld, Mic
Desjardin, Suzanne J
Di Pierro, Kathryn A
Dings, Randall D
Dobyns PhD, Susan D
Doran, Edward M
Dorsey, Shelly K
Dreyfus, Dino L
Duchicela, Kimlisa S
Duek PhD, Jody Lee
Duwel, Matthias
Dworin PhD, Joel E
Eichelberger, Erin
Elgutaa, Barbara E
Elias, Erika E
Evans PhD, Ronald J
Evans, John J
Farler, Janet J
Fay PhD, Noah P
Federico, Melania

Felty, Christina
Feuling, Katherine I
Fiello, Julia B
Fiero DA, Brad C
Figueroa, Patricia
Fike, Carolyn Gay
Files, Margaret K
Fitzpatrick, Joseph B
Flasch, Paul A
Flattley, Rita V
Foege, Andrea
Foth, Robert A
Frailey, Martha L
Franklin, Anne R
Franz, Melinda E
Fraychineaud, Kathy A
Gabbitas PhD, Jeffrey W
Galda, Duff C
Gall, Joy G
Gardiner, Patricia A
Gaw, Joseph James
Gers, Simone M
Glisovic Bensa, Mirjana
Goldkuhl, Bryan C
Golston, Margaret S
Goncalves-Shaner, Aurora Miota
Gonzales PhD, Gail
Gotwalt PhD, Eugene W
Gousseva PhD, Julia V
Graham, Andrea M
Graham, Darryl E
Grajeda, Elena M
Grede, Stephen T
Grill PhD, Mischala A
Grimm, Lori
Guajardo, Jennifer L
Gutierrez, Guadalupe A
Haber, Ann E
Hacker PhD, Wayne
Halvorson, Emily Margaret
Hamadou, Nancy
Han PhD, Chien
Harmelink, Virginia Ann
Harras, Jennifer Nichole
Harris, Marianne
Hays, Makyla Marie
Hellman PhD, Shawn I
Heywood, Mark R

Higgins, Perry
Hinojosa PhD, Manuel Matthew
Hodgkins, Lisa-Anne R
Holmberg, Maria A
Hong PhD, Lazaro M
Howe, Cynthia M
Ibanez-Murphy PhD, Carolina
Imad PhD, Mays
Infanti, Helen M
Infuso, Barry T
James Hernandez PhD, Francisca L
Jimenez, Anna Maria
Jones, Mary Ann
Jordan DC, Thomas Todd
Jurkowitz PhD, Lisa A
Katcher, Jennifer B
Katz, David A
Kaye, Debra Ann
Kelley PhD, Colleen
Kern PhD, Jacqueline Diane
Knight, James Lawrence
Kolchens PhD, Silvia
Kooshian, Andrea R
Kordich, John A
Krone DVM, Timothy M
Kuklin JD, Susan Beverly
Kusnir, Stephen J
Labuda, Joseph K
Lancaster, Cynthia A
Landry, Dennis C
Lang, William John
Langer PhD, Bradley David
Lawless, Patrick J
Lawrence PhD, Lisa Ann
Leon, Luis A
Levendusky, Mickey
Leverentz, Patricia L
Ley, Sandra Jean
Lopez, Irene R
Loumeau, Gregory J
Loustaunau, Sylvia Miriam
Lovio, Roxanna C
Ludt, Cydnee
Lueck PhD, Wade Christian
Lussier, Diane Cass
Mackie, Steven A
Mantilla PhD, Ana M
Marcelli, Jolene Wiczorek

Marcus, Sarah A
Marks, Linda C
Martin, Erica A
Martin, William B
Martinez, Uvaldo
McCloy, Molly A
McCoy-Stokes, Yolanda C
Mcilwaine PhD, MaryKris
McLaughlin, Barbara J
McLaughlin, Robert J
McNearney, Christina
Mechler PhD, Gary E
Meeks EdD, Denise
Mehtlan, Kirk D
Mellor PhD, Jessie Kosorok
Menendez PhD, Jose Maria
Meyers PhD, Karie A
Miller JD, John A
Miller, Jeffrey J
Miller, Patricia L
Miller, Tommie Regena
Milliken PhD, Josie L
Mills, Darrell K
Minke Ph.D., Mary A
Mitchell PhD, Karrie Denise
Moellenhoff PhD, Mark Stephen
Moore, Becky J
Morales, David A
Morales, Rosa I
Morris EdD, Frank Stanton
Morrison, Deborah K
Morrison, Eric
Munsen EdD, Randal H
Munter, Kathleen A
Murphy, Timothy Gary
Nair PhD, Padma
Nelson DMA, Mark A
Neubauer PhD, Jeffrey P
Ngovo EdD, Bernard L
Nolan, Michael J
Nuanes PhD, Luvy
O'Brien, Catherine M
O'Donnell, Joy D
O'Hara, Sarah
Olson PhD, Steven J
Osborn, James G
Otero, Inoka Hapugoda
Padilla, Bardo Daniel
Padilla, Charlette T
Park, Claire C
Parker PhD, Michael L
Paulick, Sandra R
Pawlicki, Reinhard S
Perry Schwartz, Eileen P
Petrites, Taralynn
Pickard PhD, Frank
Porter DA, Diann Renee
Pritchett, Susan M
Pyeovich PhD, Caroline Marie
Radloff PhD, Michael E
Randolph Jr, Wright N
Rangel PhD, Liz Consuelo
Raymond, David John William
Reeve, Catharine J
Repp PhD, Dianna L
Richard, Renee
Richards, Donna Lynne
Riel, Theresa M
Riggs, Glenda Ruth
Roberts Sr, Donald R
Rodieck PhD, Nahal
Rodriguez, Monique Apollonia
Rollins, Elizabeth Page
Romaniello, Stephen
Rosales, Anne Marie
Rosen JD, Richard P
Ross, Eric W
Rubenstein PhD, Carin
Sadatmousavi, Mehdi
Salazar, Tommy Moreno
Salmoni PhD, Steven Jay
Salzer PhD, Maureen
Sampogna, Michael
San Jule PhD, Susan J
Sandmann, Lloyd J
Sandoval, Yvonne M
Saphir, Erich
Schmidt PhD, Nancy
Schmidt, Russell William
Schmidt, Susi
Schnurr, Teddi G
Schoonmaker, Duke G
Scott DC, Kenneth Thomas
Segers, Kyley Faith
Segura, Abbie S
Selegue PhD, Thomas J

Sharp PhD, Leta
Shartsis, Trina A
Shayevich PhD, Alexander
Shelor EdD, Mary D
Sibayan, Mary F
Siddall, Delisa Y
Simmons-Myers, Ann
Smith, Edward D
Solorzano, Rosalia
Sotelo, Carolyn S
Sotomayor, Carlos D
Sovak PhD, Anthony T
Sparks, Raymond E
Spaulding, Nancy
Stack, Michael T
Stanley EdD, Clarence H
Stanley EdD, Theresa C
Stephen PhD, David V
Stephenson, David E
Stogsdill, Daniel D
Strong PhD, Carolyn Blythe
Sulger Psy.D., Pamela Paige
Sutherland, Dottie K
Sutton, Taliesin David
Swank, Kris
Talbot, Michael R
Tam, Karen K
Tarr, Julie C
Tashima, Hirotsune
Taylor, Agustin A
Taylor, Leslie
Thompson JD, Barbara
Tomasky, Thomas J
Tossell PhD, Renee F
Tousley, Charlotte A
Tveten, Michael S
Van Etten, Laura
Van Zandt PhD, Tineke
Vinton Jr., Juan Antonio
Vizard, Janet Karen
Vorndran PhD, Kenneth R
Wakefield, Robert Lewis
Walkinshaw, Robert
Wallace PhD, Lillian Marie
Walter, Pamela Anne

Watry, Judith A
Weeks, Wendy L
Werner PhD, Lisa A
Wikrent, Pollyanna
Wiley, Jennifer Lee
Williamson, David J
Wilson, Julianna C
Wing, David L
Winkel, Claire
Wolf, Odile Marguerite F
Youngo, Margarita
Yrun-Calenti, Cindy
Zhang PhD, Charles
Zimmerman PsyD, Gretchen Lou
Zurita, Teresiana

PimaCountyCommunityCollegeDistrict

Board of Governors

4905C East Broadway/Tucson, Arizona 85709-1010

GENERAL MATTERS

Meeting Date: 2/5/14

Item Number: 1-3

Item Title	Contact Person
General Matters	Chancellor's Office (206-4747)
1. Call to Order	
2. Pledge of Allegiance	
3. Public Comment	

Approvals

Chancellor _____
Lee D. Lambert, J.D.

PimaCountyCommunityCollegeDistrict

Board of Governors

4905C East Broadway/Tucson, Arizona 85709-1010

REPORTS

Meeting Date: 2/5/14

Item Number: 4-9

Item Title	Contact Person
Reports	Chancellor's Office (206-4747)
4. Governing Board Member Reports	
5. Chancellor's Report	
6. Reports by Staff Representatives	
7. Reports by Student Representatives	
8. Reports by Faculty Representatives	
9. Academic Reports	

Approvals

Chancellor _____
Lee D. Lambert, J.D.

**PimaCountyCommunityCollegeDistrict
Board of Governors**

4905C East Broadway/Tucson, Arizona 85709-1010

REPORTS

Meeting Date: 2/5/14

Item Number: 10

Item Title	Contact Person
Financial Report – December 2013 Financial Statements	Dr. David Bea Executive Vice Chancellor for Finance and Administration (206-4519)

Recommendation:

Attached are the financial statements showing preliminary fiscal year 2013-2014 results through December 2013. Time will be provided to discuss College fiscal matters.

Justification:

Statement of Revenues, Expenses and Changes in Net Position:

The preliminary results indicate that Pima Community College concluded December with a year-to-date increase in net position through month end of approximately \$18.0 million. This is a decrease from the previous year's increase of \$19.5 million mostly due to a decrease in tuition and fees revenue.

Summary of Expenditures – General and Designated Funds:

In terms of budget to actual performance, General and Designated Fund revenues and expenditures are in line with budget. Personal Services expenditures are 46.5 percent of budget, which is similar to the previous year. In absolute terms, Personal Services expenditures were \$55.8 million, which is slightly higher than the same period of fiscal year 2013.

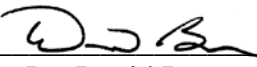
Services and Supplies expenditures are approximately 40.6 percent of the budget, which is slightly lower than the previous year. In absolute terms, Services and Supplies expenditures were \$12.8 million, which is slightly lower than the amount from the same period of fiscal year 2013. Transfers are less than the previous year due to the transfer made last fiscal year in July of \$3.4 million from the General fund to complete the payment for the lease/purchase of the Northwest Campus building A. This transfer was not required this fiscal year.

Statement of Net Position:

As shown in *The Statement of Net Position*, the total net position at the end of December was \$233.3 million, which is a decrease of about \$3.7 million compared to the same time last year. This decrease in net position is primarily due to construction costs for the new Northwest campus building.

(Continued)

Approvals

Contact Person  _____
Dr. David Bea

Chancellor _____
Lee D. Lambert, J.D.



Pima County Community College District

Statement of Net Position (formerly Statement of Net Assets)

December 31, 2013

(Preliminary)

	FY 2013/14				FY 2012/13
	General & Designated Funds	Auxiliary & Restricted Funds	Plant & Other Funds	Total All Funds	Total All Funds Prior Year as of December 31, 2012
Assets					
Current Assets					
Cash and Cash Equivalents	\$ 19,978,991	\$ 8,398,612	\$ 11,828,153	\$ 40,205,756	\$ 34,387,390
Receivables:					
Short-term Investments	35,105,293			35,105,293	45,133,885
Property Taxes	3,997,738		137,951	4,135,689	4,278,921
Accounts (net of allowances)	16,961,139			16,961,139	20,531,816
Government Grants and Contracts		1,106,874		1,106,874	815,758
Student Loans (net of allowances)			56,702	56,702	341,329
Other	592,360	58,027	1,289	651,676	1,117,044
Inventories	480,964			480,964	194,841
Prepaid Expenses	923,093		2,250	925,343	179,976
Total Current Assets	78,039,578	9,563,513	12,026,345	99,629,436	106,980,960
Noncurrent Assets					
Restricted Cash and Cash Equivalents			3,717,820	3,717,820	3,617,441
Notes Receivable (net of allowances)			472,455	472,455	1,044,084
Other Long-term Investments	10,383,990		20,000,000	30,383,990	30,590,467
Investments in Capital:					
Land			15,291,311	15,291,311	15,291,311
Buildings & Leasehold improvements (net of depreciation)			84,920,575	84,920,575	90,023,503
Construction in Progress			3,851,831	3,851,831	1,450,322
Equipment (net of depreciation)			4,190,929	4,190,929	2,416,677
Library Books (net of depreciation)			1,832,591	1,832,591	1,876,567
Total Noncurrent Assets	10,383,990		134,277,512	144,661,502	146,310,372
Total Assets	\$ 88,423,568	\$ 9,563,513	\$ 146,303,857	\$ 244,290,938	\$ 253,291,332
Liabilities					
Current Liabilities					
Accrued Payroll and Benefits	2,640,544			2,640,544	2,942,037
Accounts Payable and Accrued Liabilities	(950,367)	21,105	18,888	(910,374)	1,884,866
Deposits Held in Custody			411,033	411,033	443,159
Current Portion of Long-term Liabilities	4,219,839			4,219,839	4,142,048
Total Current Liabilities	5,910,016	21,105	429,921	6,361,042	9,412,110
Noncurrent Liabilities					
Unearned Revenue	5,400			5,400	5,367
Long-term Liabilities	3,275,752		1,355,000	4,630,752	6,838,364
Total Noncurrent Liabilities	3,281,152		1,355,000	4,636,152	6,843,731
Total Liabilities	\$ 9,191,168	\$ 21,105	\$ 1,784,921	\$ 10,997,194	\$ 16,255,841
Net Position					
Net Investment in Capital Assets			108,732,237	108,732,237	107,778,379
Restricted for:					
Loans			1,442,957	1,442,957	1,845,150
Debt Service			2,544,380	2,544,380	2,915,667
Other (Capital Projects)					
Grants and Contracts		919,372		919,372	(463,715)
Unrestricted	79,232,400	8,623,036	31,799,362	119,654,798	124,960,010
Total Net Position	\$ 79,232,400	\$ 9,542,408	\$ 144,518,936	\$ 233,293,744	\$ 237,035,491
Total Net Position: Current Year vs. Prior Year				\$ (3,741,747)	



Pima County Community College District

Statement of Revenues, Expenses and Changes in Net Position

Year To Date For Six Months Ending December 31, 2013

(Preliminary)

	FY 2013/14				FY 2012/13
	General & Designated Funds	Auxiliary & Restricted Funds	Plant & Other Funds	Total All Funds	Prior Year Totals as of December 31, 2012
Operating Revenues					
Tuition and Fees	\$ 39,174,194	\$ 900	\$ 1,109,575	\$ 40,284,669	\$ 42,796,987
Contracts	1,238,174			1,238,174	1,028,041
Auxiliary Enterprises		538,913		538,913	617,149
Commission and Rents	17,500	180,483		197,983	202,397
Other Operating Revenues	212,406	204,616	709,789	1,126,811	320,028
Total Operating Revenues	40,642,274	924,912	1,819,364	43,386,550	44,964,602
Nonoperating Revenues					
State Appropriations	3,568,300			3,568,300	3,676,750
Property Taxes	53,139,517		780,607	53,920,124	52,215,655
Federal Grants	8,594	22,040,249	192	22,049,035	23,771,835
State and Local Grants		845,748		845,748	706,942
State Shared Sales Taxes		895,288		895,288	829,641
Gifts		37,210		37,210	25,950
Investment Income	546,617	619	711	547,947	366,398
Net Nonoperating Revenues	57,263,028	23,819,114	781,510	81,863,652	81,593,171
Total Revenues	\$ 97,905,302	\$ 24,744,026	\$ 2,600,874	\$ 125,250,202	\$ 126,557,773
Operating Expenses					
Educational and General					
Instruction	24,737,636	1,709,867	490,643	26,938,146	28,526,758
Academic Support	10,261,713	1,369,167	131,159	11,762,039	11,876,642
Student Services	10,503,908	1,837,036	304,580	12,645,524	11,147,852
Institutional Support	16,993,336	(196,756)	2,750,154	19,546,734	19,634,664
Operation and Maintenance of Plant	5,892,206	18,891	6,226,160	12,137,257	9,228,941
Depreciation			3,628,778	3,628,778	3,501,659
Student Financial Aid	603,229	19,485,859		20,089,088	22,791,763
Auxiliary Enterprises		459,585		459,585	362,499
Contingency					
Total Operating Expenses	\$ 68,992,028	\$ 24,683,649	\$ 13,531,474	\$ 107,207,151	\$ 107,070,778
Income Before Other Expenses	\$ 28,913,274	\$ 60,377	\$ (10,930,600)	\$ 18,043,051	\$ 19,486,995
Transfers	(10,253,077)	(2,821,861)	13,074,938		
Capital Appropriations					
Capital Gifts and Grants					
Increase (Decrease) in Net Position	\$ 18,660,197	\$ (2,761,484)	\$ 2,144,338	\$ 18,043,051	\$ 19,486,995
Net Position					
Total Net Position - Beginning of Year	60,572,203	12,303,892	142,374,598	215,250,693	217,548,496
Total Net Position - End of Period	\$ 79,232,400	\$ 9,542,408	\$ 144,518,936	\$ 233,293,744	\$ 237,035,491
Total Net Position - End of Period: Current Year vs. Prior Year					\$ (3,741,747)



Pima County Community College District

Summary of Expenditures - General & Designated Funds - Actuals vs. Budget

Year To Date For Six Months Ending December 31, 2013

(Preliminary)

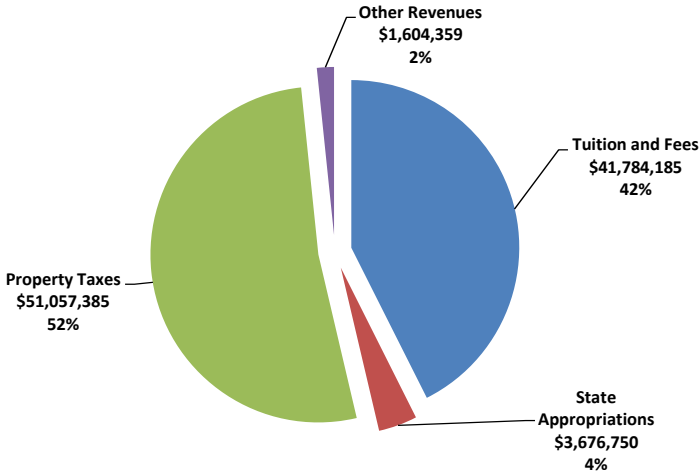
	FY 2013/14				FY 2012/13	
	Adjusted Annual Budget	Year to Date Actuals	%	Available Budget	Year to Date Actuals	%
Expenditures by Function						
Educational and General						
Instruction	\$ 58,092,117	\$ 24,737,636	42.6 %	\$ 33,354,481	\$ 25,828,372	41.8 %
Academic Support	24,799,384	10,261,713	41.4 %	14,537,671	10,214,134	43.3 %
Student Services	23,776,693	10,503,908	44.2 %	13,272,785	9,548,878	43.5 %
Institutional Support	36,155,899	16,993,336	47.0 %	19,162,563	16,866,791	43.4 %
Operation and Maintenance of Plant	13,467,418	5,892,206	43.8 %	7,575,212	6,145,592	47.4 %
Student Financial Aid	650,760	603,229	92.7 %	47,531	689,810	62.4 %
Other Expenses						
Transfers	10,253,000	10,253,077	100.0 %	(77)	12,286,342	100.0 %
Fund balance reserved for contingency	9,597,729			9,597,729		
Total Expenditures by Function	\$ 176,793,000	\$ 79,245,105	44.8 %	\$ 97,547,895	\$ 81,579,919	44.7 %
Expenditures by Account						
Personal Services						
Administrative Personnel	\$ 6,794,524	\$ 3,080,088	45.3 %	\$ 3,714,436	\$ 2,934,457	46.3 %
Faculty	22,581,565	11,309,682	50.1 %	11,271,883	11,412,755	49.9 %
Additional Compensation - Faculty	1,372,263	369,347	26.9 %	1,002,916	356,111	27.5 %
Adjunct Faculty	12,555,868	6,181,766	49.2 %	6,374,102	7,727,775	52.6 %
Classified Staff	42,062,231	19,289,742	45.9 %	22,772,489	18,062,687	46.0 %
Other Compensation	5,314,752	2,164,436	40.7 %	3,150,316	2,071,992	41.4 %
Student Employment / Workstudy						
Fringe Benefits	29,278,224	13,381,101	45.7 %	15,897,123	12,745,694	44.3 %
Total Personal Services	119,959,427	55,776,162	46.5 %	64,183,265	55,311,471	46.8 %
Services and Supplies						
Communications and Utilities	5,695,414	2,454,788	43.1 %	3,240,626	2,678,976	47.3 %
Travel	2,381,635	801,058	33.6 %	1,580,577	715,987	25.8 %
Contractual Services	13,005,023	5,516,848	42.4 %	7,488,175	5,532,105	45.5 %
Supplies and Materials	7,345,514	1,914,416	26.1 %	5,431,098	2,175,583	29.4 %
Student Financial Aid	650,760	603,229	92.7 %	47,531	689,810	62.4 %
Current Fixed Charges	2,352,045	1,485,251	63.1 %	866,794	1,602,263	53.2 %
Total Services and Supplies	31,430,391	12,775,590	40.6 %	18,654,801	13,394,724	41.7 %
Capital Equipment	434,049	211,604	48.8 %	222,445	187,942	44.9 %
Transfers	10,253,000	10,253,077	100.0 %	(77)	12,286,342	100.0 %
Other Expenditures	1,236,500	228,672	18.5 %	1,007,828	267,272	-134.2 %
Contingency and Reserves	13,479,633			13,479,633	132,168	1.0 %
Total Expenditures by Account	\$ 176,793,000	\$ 79,245,105	44.8 %	\$ 97,547,895	\$ 81,579,919	44.7 %



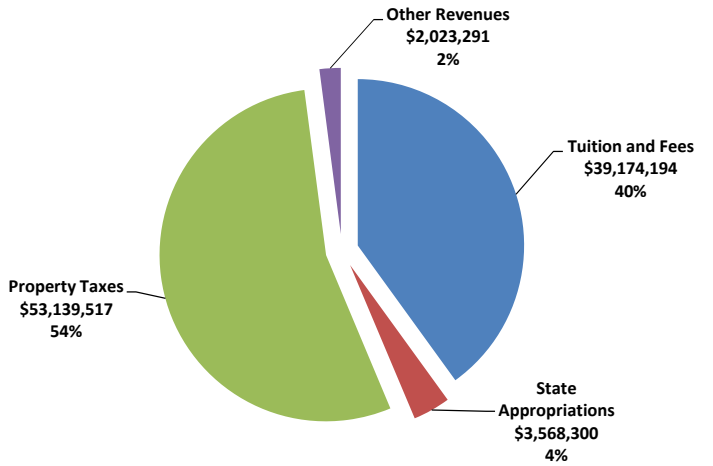
Pima County Community College District

General & Designated Fund Revenue Year to Date
Comparison with Prior Year

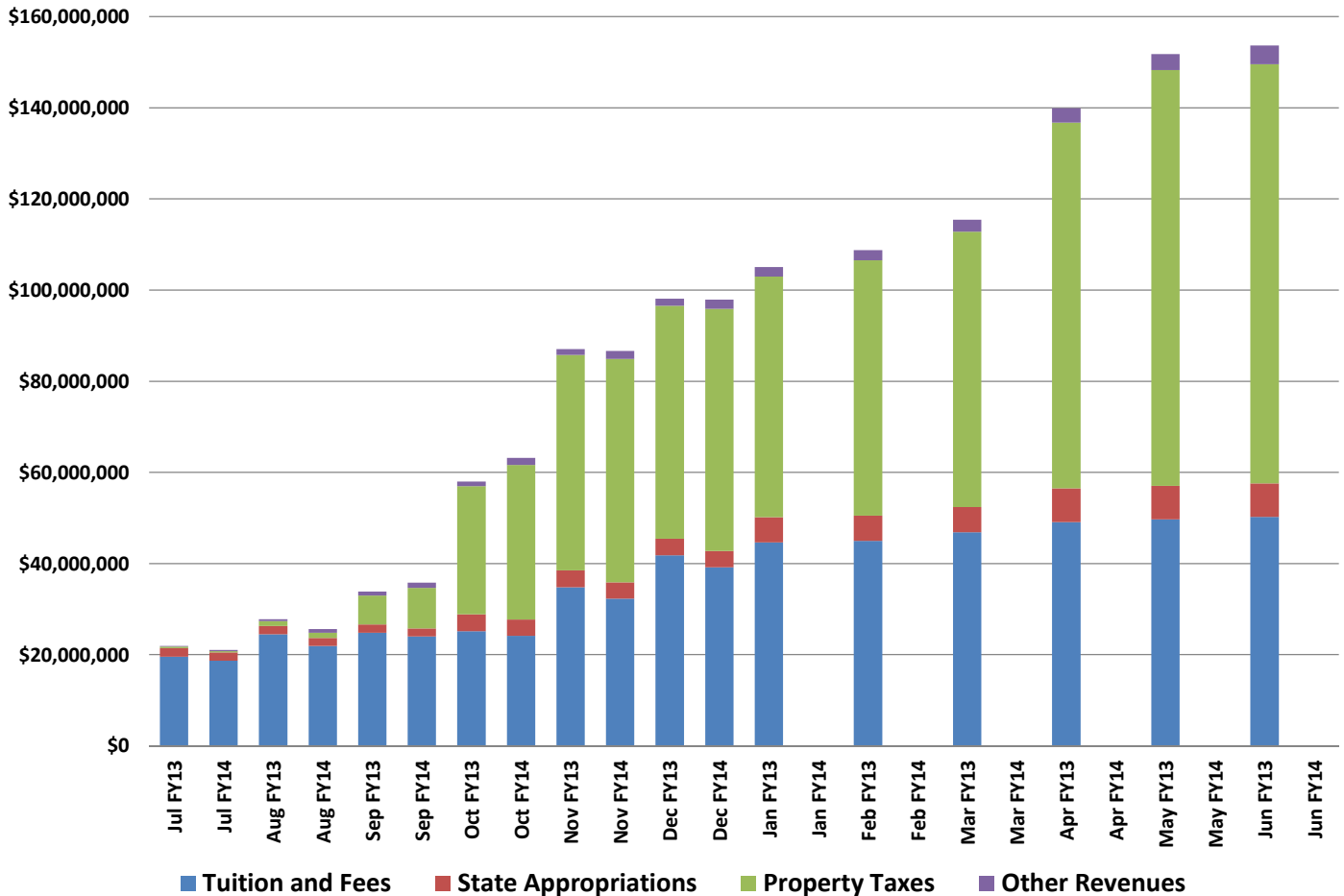
General & Designated Funds YTD Revenues - FY13 - Prior Year
For the Six Months Ending December 31, 2012



General & Designated Funds YTD Revenues - FY14 - Current Year
For the Six Months Ending December 31, 2013



General & Designated Funds YTD Revenues



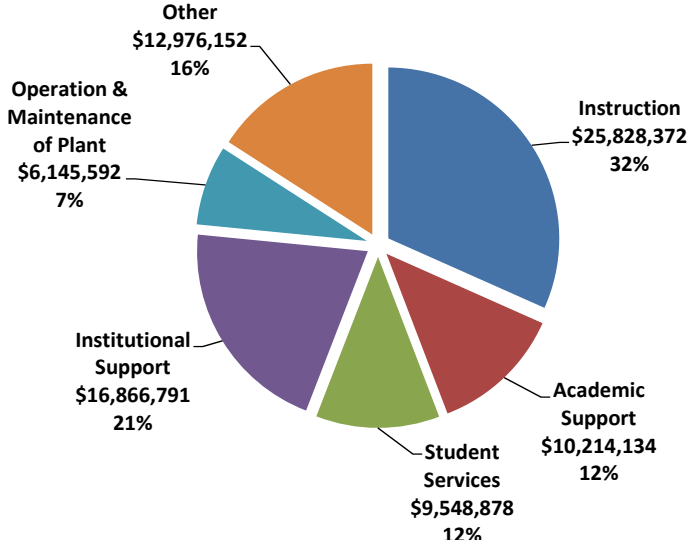


Pima County Community College District

General & Designated Fund Expenditures Year to Date
Comparison with Prior Year

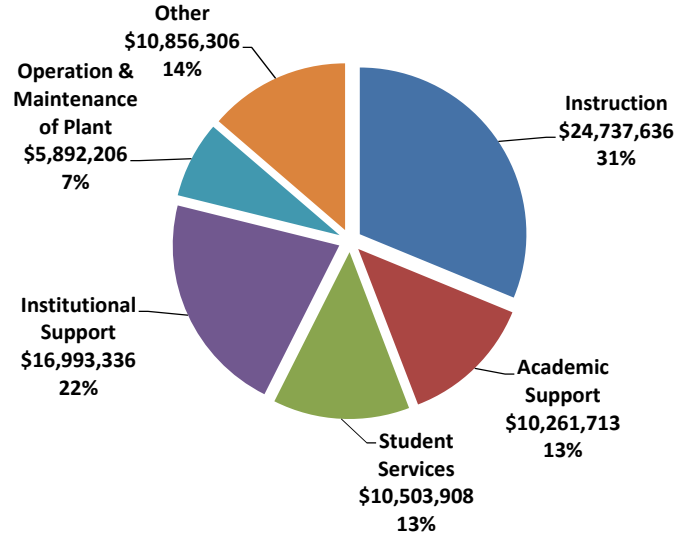
General & Designated Funds YTD Expenditures by Program - FY13 - Prior Year

For the Six Months Ending December 31, 2012

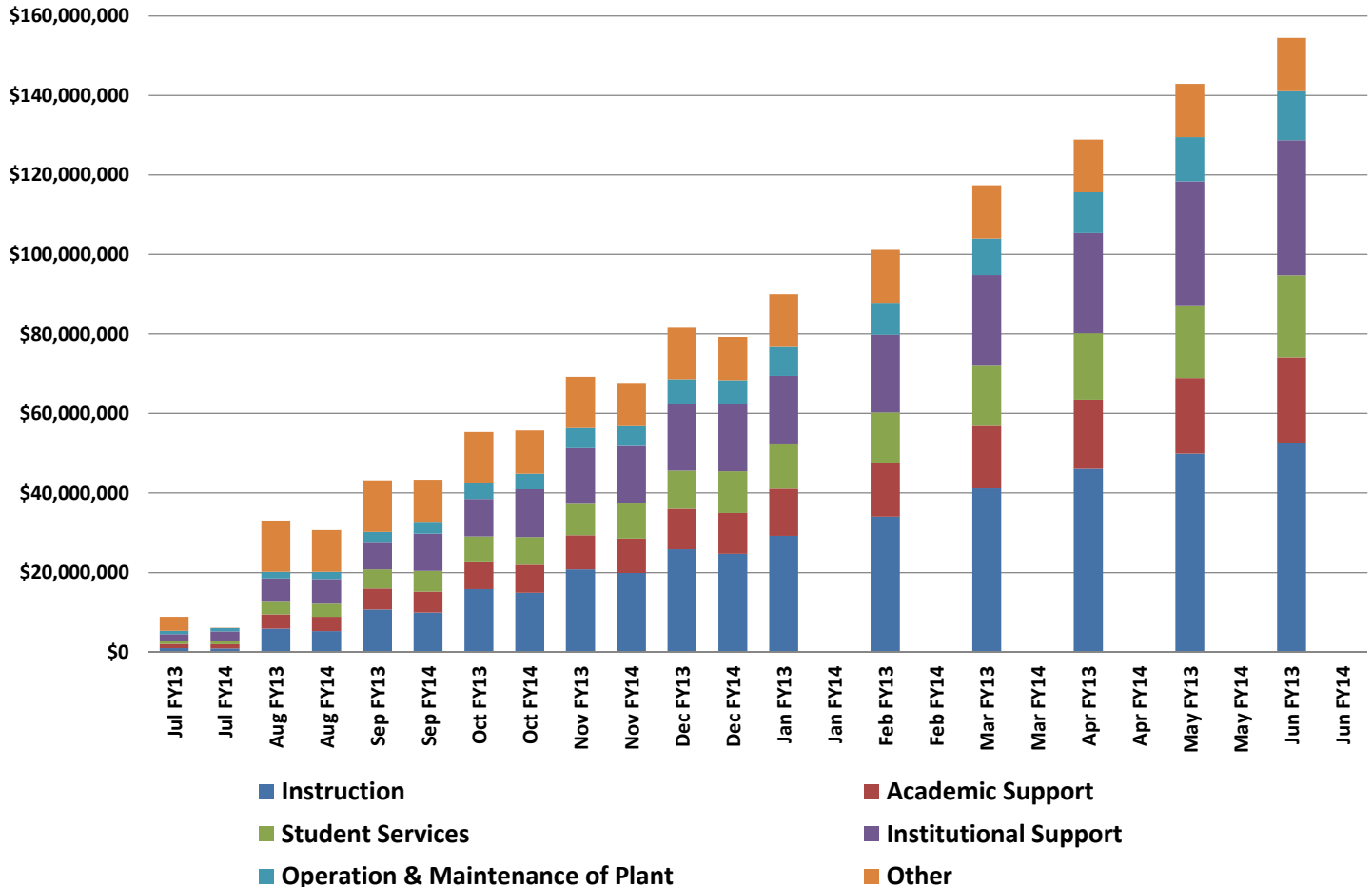


General & Designated Funds YTD Expenditures by Program - FY14 - Current Year

For the Six Months Ending December 31, 2013



General & Designated Funds YTD Expenditures by Program



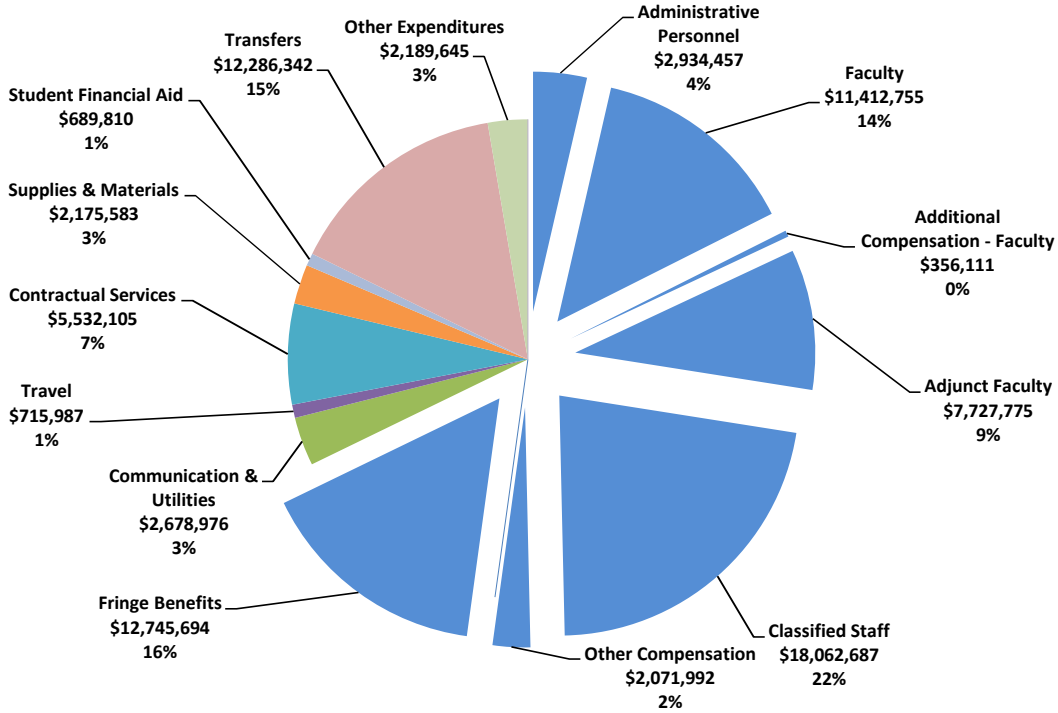


Pima County Community College District

General & Designated Fund Expenditures Year to Date
Comparison with Prior Year

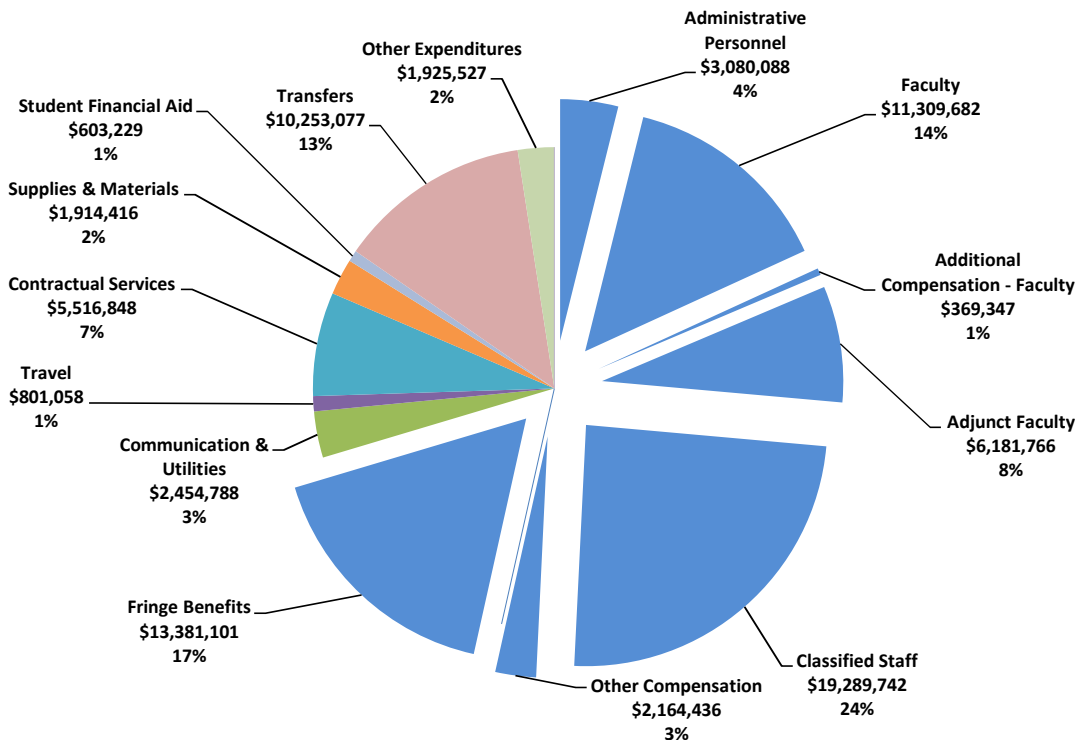
General & Designated Funds YTD Operating and Personnel Expenditures by Account - FY13 - Prior Year

For the Six Months Ending December 31, 2012



General & Designated Funds YTD Operating and Personnel Expenditures by Account - FY 14 - Current Year

For the Six Months Ending December 31, 2013



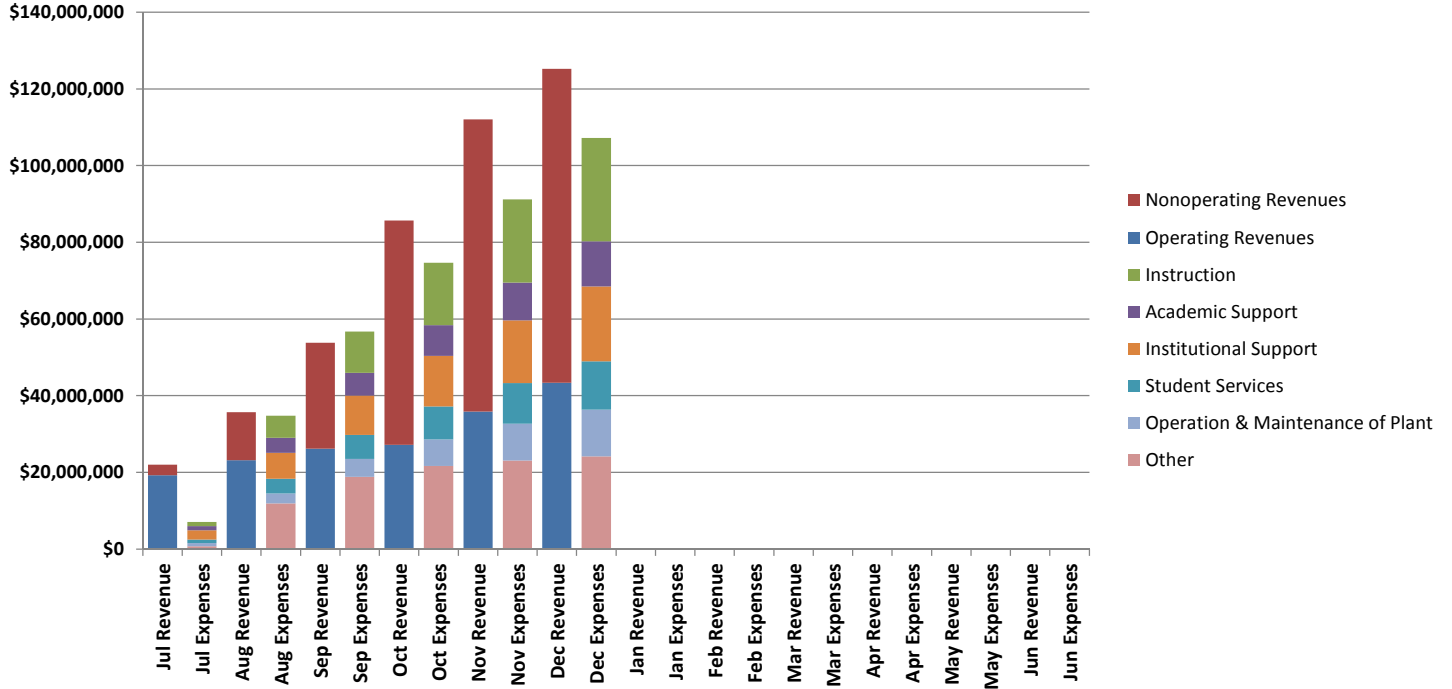


Pima County Community College District

All Funds Revenue & Expenses Year to Date

Current Year

All Funds YTD Revenues & Expenses - FY14





Pima County Community College District

Glossary for Financial Reports

Statement of Net Position

Assets

Current Assets

Assets that will be converted into cash or consumed in a relatively short period of time, usually within a year.

Cash & Cash Equivalents

Short-term, highly liquid investments that are readily convertible to known amounts of cash and have insignificant risk of changes in value because of changes in interest rates. Generally, only investments of original maturities of three months or less meet this definition. Cash held by external investment managers may be considered to be investments.

Receivables

A financial instrument that gives the institution the right and another party the obligation, to make a payment at a future date, generally of cash.

Short-term Investments

Readily marketable securities that can easily be sold and converted back into cash. For example, coupon bonds that will mature this year. RBC Global Asset Management manages the College's additional short-term investments. The duration of the investments is less than one year.

Property taxes

The amount of property taxes that the College expects to collect in the next month. General Fund property taxes are used to support operations. The Plant Fund property taxes are used to pay down General Obligation bonds.

Accounts

Student account receivables. Student receivables arise from transactions related to tuition and fees. It's normal for students to register for classes in advance of the start of the term without first paying in full. When a student registers for classes a receivable is created. In the majority of instances, a portion of the receivable will be satisfied by financial aid—either in the form of scholarships, grants, tuition waivers, or loans. Any remaining balance is expected to be paid by the student, the student's parents, or a third party (e.g., the student's employer).

(net of allowances)

The collectibility of receivables is reviewed at fiscal year-end and the value of the allowance for doubtful accounts is adjusted as necessary to ensure its adequacy. The allowance is increased or decreased when necessary to adjust the carrying value of receivables to the expected net realizable value.

Government Grants & Contracts

Higher education institutions routinely receive grants and contracts from the federal government or other entities to support research or training. Federal Pell Grants account for the majority of the College's government grants. The grants are applied to students' accounts and the remaining funds are reimbursed to the student. At the same time, a receivable is created to record the funds due the College from the Department of Education.

Student Loans

Various federal loan programs are available to students who meet eligibility requirements. Part of the loan receivable is for National Direct Student Loans (NDSL)/ Perkins where the College is responsible for collecting the balance due. The remaining loans are Federal Family Educational Loans and Federal Direct Loans which are passed through the College to the student but are not managed by the College. These loans are also applied to the student's account and the College is reimbursed after the fact.

Other

Other receivables include refund repayments, third party payments, International Student Insurance Fees, non-sufficient funds (NSF) checks and check fees, and late fees.

Inventories

Facilities maintains parts and tools in inventory that are regularly needed. Facilities personnel manage and track these assets. Once a year for the annual financial report, finance adjusts the inventory value based on the available assets at June 30.

Prepaid Expenses

Prepaid Expenses are assets created by the early payment of cash. For example, an annual insurance payment is made in January that covers 6 months in the current fiscal year and 6 months in the next fiscal year. Half of this type of payment is classified as a prepaid expense.



Pima County Community College District

Glossary for Financial Reports

Noncurrent Assets	Assets that will not be converted into cash or consumed in a relatively short period of time, usually within a year.
Restricted Cash & Cash Equivalents	If cash and cash equivalents are restricted for use, for other than current operations, they should be classified as noncurrent assets. The College's restricted cash includes cash collected for debt payments, cash in the National Direct Student Loan fund and agency cash held for loans, third-party scholarships, and student clubs.
Notes Receivable	The College's notes receivable is the long-term principal portion of the National Direct Student Loan / Perkins loans.
Other Long-term Investments	Investments have maturities greater than one year. For example, coupon bonds with maturities greater than one year. RBC Global Asset Management manages the College's other long-term investments. The maturities are generally from one to three years.
Investments in Capital	Assets of a durable nature that are used to provide economic benefits for more than one year including the following categories: land, buildings, and leasehold improvements, construction in progress, equipment, and library materials.
Land	This category includes all land that is purchased or acquired by gift or bequest. The institution must have title to the land. Land is not depreciated.
Buildings & Leasehold improvements	This category consists of all structures used for operating purposes. Included are all permanently attached fixtures, machinery, and other components that cannot be removed without damaging the buildings. Building improvements are capitalized if they extend the asset's useful life.
Construction in Progress	This category includes the cost of construction work, which is not yet completed. The item is not depreciated until the asset is placed in service. Normally, upon completion, a construction in progress (CIP) item is reclassified, capitalized, and depreciated. Costs associated with the construction of a new building would be included in this category.
Equipment	Equipment represents personal property that is movable. Examples of movable equipment include furniture, teaching equipment, laboratory equipment, and motor vehicles. The College's capitalization threshold is \$5,000.
Library Books	The College considers library books to be a group asset and capitalizes each year's additions and adjusts for deletions to the holdings.
(net of depreciation)	Buildings and building improvements, equipment and library books are depreciated over their useful lives. This adjustment is netted with the value of the asset reported in the categories above.
Liabilities	
Current Liabilities	Current liabilities are the portion of obligations (amounts owed) due to be paid within the current operating cycle (normally a year) and that normally require the use of existing current assets to satisfy the debt.
Accrued Payroll & Benefits	Institutions collect funds from the employer and the employee each payroll to pay for taxes and benefits. The amount collected and due to the government and vendors creates a liability until the payment is made. The College's payroll liabilities include Federal and State income taxes, FICA, Medicare, health and dental insurance, retirement contributions, medical and dependent care flexible spending plans, etc. A portion of the payable is also deferred pay for faculty.
Accounts Payable & Accrued Liabilities	When goods or services are received, a liability is created, unless cash is paid immediately. The College also records a liability when a payment or financial aid is approved, but not yet applied to a student account.



Pima County Community College District

Glossary for Financial Reports

Deposits Held in Custody	These are funds held by the institution for others. The institution handles these accounts as agency funds. The College's deposits held in custody include the Federal Direct Loans and Federal Family Educational Loans, third party scholarships and student club funds. The College is a pass-through agency holding the funds temporarily.
Current Portion of Long-term Liabilities	This category includes the portion of long-term liabilities that are expected to be paid within the current operating cycle. The College's current portion of long-term liabilities includes a portion of the compensated absences. A liability is accrued for compensated absences that have been earned based on services already rendered and that are not contingent on a specific event outside the control of the employer or employee. This includes the dollar value of employee vacation and sick leave.
Noncurrent Liabilities	Noncurrent liabilities are the portion of obligations (amounts owed) not due to be paid within the current operating cycle.
Unearned Revenue	Unearned revenue results when payments have been received for services or goods not yet delivered. The College's main source of unearned revenue is generated by prepayments of tuition and fees by students, third parties, or financial aid.
Long-term Liabilities	Public institutions often issue long-term debt to finance construction or acquisition of academic, student service, or auxiliary enterprise facilities. Long term liability accounts are the portions of debts with due dates greater than twelve months.
Net Position	Net position is the calculation of assets, plus deferred outflows of resources, minus liabilities, minus deferred inflows of resources. The College does not currently have deferred outflows or inflows of resources. This title and definition of Net Position was changed with Governmental Accounting Standards Board (GASB) Statement No. 63, previously it was titled Net Assets.
Net Investment in Capital Assets	The net invested in capital assets includes the institution's carrying value of capital assets (cost minus accumulated depreciation) net of any debt outstanding that was used to finance the construction or purchase of such assets.
Restricted Assets	Restricted net assets is the portion of net position subject to externally-imposed constraints placed on their use by creditors (such as through debt covenants), grantors, contributors, or laws and regulations of other governments. The College has restricted net assets for loans, debt service, grants, and contracts.
Unrestricted Assets	Unrestricted net assets consist of net assets that do not meet the definition of restricted or invested in capital assets, net of related debt.

Statement of Revenues, Expenses and Changes in Net Position

Operating Revenues	Revenues resulting from the normal operations of a business.
Tuition & Fees	All tuition and fees assessed for educational purposes.
Contracts	All amounts earned on contracts or agreements from other governmental or nongovernmental organizations. The College has instructional contracts with numerous outside entities.
Auxiliary Enterprises	An auxiliary enterprise is an entity that exists to furnish a service to students, faculty, or staff and charges a fee for the use of goods and services. Examples of auxiliary enterprises include bookstores and food services. Revenue associated with these auxiliary enterprises includes commissions.
Commission & Rents	Includes additional income earned from rent of College space including rent revenue from the College renting space for cellular phone towers, leasing building space, and other facility rentals.



Pima County Community College District

Glossary for Financial Reports

Other Operating Revenues	Includes non-sufficient funds (NSF) check fees, payment installment plan fees, international student insurance fees, miscellaneous copy and printing charges and miscellaneous ticket revenue.
Nonoperating Revenues	Generally nonexchange revenues in which the institution receives values without directly giving equal value in return.
State Appropriations	Funds appropriated to the College through the State budget process.
Property Taxes	Funds levied and received by the College through Pima County property taxes as authorized by the Arizona Revised Statutes.
Federal Grants	Includes all amounts earned on grants from federal agencies. The grant funds are restricted in their use by grant agreements. The College must fulfill the terms of the grant to be eligible for the funding.
State & Local Grants	Includes all amounts earned on grants from state, local government and nongovernmental organizations.
State Shared Sales Taxes	Shared state sales taxes are provided by the Arizona Revised Statutes for workforce development. These funds are also known as Proposition 301 funds.
Gifts	Contributions are voluntary non-exchange revenues, which are recognized when all applicable eligibility requirements are met. Scholarships that the Foundation provides to students are an example of this type of nonoperating revenue.
Investment Income	Includes dividends, interest, or royalties and gains or losses on investments.
Operating Expenses	Expenses related to normal daily business operations such as wages, rent, advertising, insurance, etc.
Instruction	Includes expenses for all activities that are part of an institution's instruction program. For example, faculty salaries are included in the Instructional expenses.
Academic Support	Includes expenses incurred to provide support services for the institution's primary programs of instruction, research, and public service. It includes the following activities: <ul style="list-style-type: none">• The retention, preservation, and display of educational materials, such as libraries, museums, and galleries• Media, such as audio-visual services, and technology, such as computing support• Academic administration (including academic deans but not department chairpersons) and personnel providing administrative support and management direction to the three primary missions• Separately budgeted support for course and curriculum development
Student Services	Includes expenses incurred for the offices of admissions and the registrar and activities that, as their primary purpose, contribute to students' emotional and physical well-being and intellectual, cultural, and social development outside the context of the formal instruction program. This classification includes expenses for student activities, cultural events, student newspapers, intramural athletics, student organizations, intercollegiate athletics (if the program is not operated as an auxiliary enterprise), counseling and career guidance (excluding informal academic counseling by the faculty), student aid administration, and student health service (if not operated as an auxiliary enterprise).
Institutional Support	Includes expenses for central, executive-level activities concerned with management and long-range planning for the entire institution, such as the governing board, planning and programming operations, and legal services; fiscal operations; administrative information technology (when not accounted for in other categories); employee personnel and records; logistical activities that provide procurement, storerooms, printing, and transportation services to the institution; support services to faculty and staff that are not operated as auxiliary enterprises; and activities concerned with community and alumni relations, including development and fundraising.



PimaCountyCommunityCollegeDistrict

Glossary for Financial Reports

Operation & Maintenance of Plant	Includes all expenses for the administration, supervision, operation, maintenance, preservation, and protection of the institution's physical plant. These expenses include items such as janitorial and utility services; repairs and ordinary or normal alterations of buildings, furniture, and equipment; care of grounds; maintenance and operation of buildings and other plant facilities; security; emergency preparedness; safety; hazardous waste disposal; property, liability, and all other insurance relating to property; space and capital leasing; facility planning and management; and central receiving.
Depreciation	Includes both depreciation of the institution's plant, property, and equipment, and amortization of assets acquired by capital lease.
Student Financial Aid	Includes expenses for scholarships - from restricted or unrestricted funds - in the form of grants that neither require the student to perform service to the institution as consideration for the grant, nor require the student to repay the amount of the grant to the funding source.
Contingency	Commitments and contingencies that could materially affect the financial condition of the entity as reflected in its financial statements.
Transfers	Funds moved from one fund type to another, for example general fund support for capital projects.
Capital Appropriations	The capital appropriations category includes all appropriations from legislative acts of the federal, state, or local governments or by a local taxing authority specifically for capital expenditures. The state has suspended capital appropriations to community colleges for the last several years.
Capital Gifts & Grants	Restricted gifts or grants for capital purposes, for example a donation to construct an arts center.

Definitions adapted from the Financial Accounting & Reporting Manual for Higher Education, a NACUBO online subscription service.

**PimaCountyCommunityCollegeDistrict
Board of Governors**

4905C East Broadway/Tucson, Arizona 85709-1010

INFORMATION ITEM

Meeting Date: 2/5/14

Item Number: 11

Item Title	Contact Person
Separations from Employment	Mark D. Ziska, Vice Chancellor for Human Resources, Interim (206-4586)

Information:

For your information, the Chancellor submits the following separations from employment:

Retirements

Asher, James S.

Facilities and Operation Manager

DO – Plant Operations

Initial Hire Date: 11/23/77

Last Day of Work: 1/3/14

Croft, Steven K.

Instructional Faculty – Astronomy

DC – Astronomy

Initial Hire Date: 8/20/08

Last Day of Work: 11/21/13

Menchaca, Leticia I.

Assistant Vice Chancellor

DO – Student Development

Initial Hire Date: 2/5/79

Last Day of Work: 2/3/14

Palomarez, George C.

Trades/Maintenance Supervisor

DO – Maintenance and Security Operations

Initial Hire Date: 4/23/84

Last Day of Work: 1/10/14

Rollins, Elizabeth A.

Student Services Advanced Specialist

CC – Enrollment Services

Initial Hire Date: 9/3/87

Last Day of Work: 12/20/13

(Continued)

Sherlund, Irene M.

Support Specialist

DO – DPS Operations

Initial Hire Date: 2/2/94

Last Day of Work: 2/6/14

Separations from Employment

Basgen, Brian D.

IT Systems Architect

DO – Information Technology VC Operations

Effective: 1/17/14

Becskehazy, Peter T.

Program Manager

EC – Upward Bound Program

Effective: 2/7/14

Bowden, Rita S.

Human Resources Advanced Analyst

DO – Employment

Effective: 12/20/13

Epperson, Gary A.

IT Principal Analyst

DO – Technical Services Staff

Effective: 1/10/14

Herrera, Mary J.

Library Services Specialist

WC – Library Services

Effective: 1/2/14

Lohse, Patricia

Instructional Faculty – Emergency Medical Technology

EC – Health Technology and Administration of Justice

Effective: 1/17/14

Mayhew, Marty

Academic Dean

WC – Health Related Professions and Nursing

Effective: 2/3/14

Palazuelos, Rueben

IT Analyst

CC – Instructional Design

Effective: 1/10/14

Palmer, Tammi M.

Student Services Manager

NW – Enrollment Services

Effective: 2/7/14

Peterson, Steven J.

Trades/Maintenance Specialist

DO – Plant Operations

Effective: 1/17/14

Approvals

Contact Person



Mark D. Ziska

Chancellor

Lee D. Lambert, J.D.



Pima County Community College District Board Policy

<i>Board Policy Title:</i>	<u>Role and Responsibilities of the Chancellor</u>
<i>Board Policy Number:</i>	<u>BP-1103</u>
<i>Adoption Date:</i>	
<i>Revision Date(s):</i>	<u>1/24/14</u>
<i>Schedule for Review & Update:</i>	Annually
<i>Unit Responsible for Review & Update:</i>	Board of Governors/Chancellor
<i>Sponsoring Unit/Department:</i>	Board of Governors/Chancellor
<i>Motion Number:</i>	
<i>Legal Reference:</i>	
<i>Cross Reference:</i>	

[The Chancellor serves as the Chief Executive Officer of Pima Community College, reporting directly to the Board of Governors. On annual basis, the Board, in consultation with the Chancellor, will define the goals for the Chancellor and evaluate the Chancellor’s performance, including the progress in achieving the goals.](#)

[Section 1. The Chancellor’s Role:](#)

[A. Serve as primary link between the Board and the College’s day-to-day operations.](#)

[B. Lead the development and execution of short and long term plans of the College.](#)

- C. Provide leadership to the College through financial [fiscal] management, community involvement, resource and academic development, relationship building, and strategic planning.
- D. Serve as the primary spokesperson for the College to students, employees, government authorities, and the public.
- E. Oversee day-to-day operations of the College.

Section 2. Powers and Duties of the Chancellor:

The Board delegates to the Chancellor the responsibility to implement and administer the policies governing the College, subject to limitations set in this policy and in Title 15 of the Arizona Revised Statutes.

- A. The Chancellor shall design, implement, and evaluate an organizational structure for the College.
- B. The Chancellor shall ensure that the Board receives information that is sufficiently thorough and timely so that the Board may carry out its legal and oversight duties.
- C. The Chancellor is authorized, to the extent permitted by law, to conduct the following on behalf of the College:
 - 1. Execute all contracts up to \$100,000, exclusive of employment contracts, intergovernmental agreements, contracts with architects and bank depositories, and agreements for purchase and sale of real property;
 - 2. Review and sign as lessor all leases of District-owned real property and as lessee all leases of non-owned property, not to exceed an annual rent of \$100,000;
 - 3. Approve and implement capital improvement projects less than \$50,000; and
 - 4. Dispose of equipment, personal property, and supplies which become surplus to the requirements of the District and which either (a) do not exceed a total item value of \$100,000 original cost, or (b) result from a Board-approved capital project.
- D. The Chancellor is authorized to adopt such administrative procedures, make all decisions, and take all actions as needed to implement the policies adopted

by the Board, to achieve the goals set by the Board, and to ensure College compliance with all applicable local, state, and federal laws. In every case, the standard for compliance shall be any reasonable interpretation of the Board Policies by the Chancellor.

E. The Chancellor is authorized to delegate any powers and duties entrusted by the Board to the appropriate member of College administration. While the Chancellor may delegate to others, the Chancellor remains ultimately responsible to the Board.

Section 3. The Chancellor's Limitations:

As the Chief Executive Office of the College, the Chancellor shall not cause, create, or allow any decision, activity, practice, or circumstances that are unlawful, imprudent, unsafe, unethical, or in violation of generally-accepted business, professional, and higher-education standards and practices.

Section 4. Monitoring the Chancellor's Performance:

The Board will conduct a formal evaluation of the Chancellor on annual basis for the performance during the previous twelve month. In addition to any method of evaluation it may select, the Board shall consider the following:

1. Input from the Chancellor; and
2. Input from the College employees, students, and members of the public.



Pima County Community College District Board Policy

<i>Board Policy Title:</i>	Institutional Governance
<i>Board Policy Number:</i>	BP-1401
<i>Adoption Date:</i>	2/19/86
<i>Revision Date(s):</i>	4/29/09; 1/24/14 ; 1/27/14
<i>Schedule for Review & Update:</i>	Annually
<i>Unit Responsible for Review & Update:</i>	Board of Governors/Chancellor
<i>Sponsoring Unit/Department:</i>	Board of Governors/Chancellor
<i>Motion Number:</i>	3766
<i>Legal Reference:</i>	ARS 14-1445; Tucson Unified School District v. Tucson Education Association, 155 Ariz. 441, P.2d 602 (App. 1987); Godbey v. Roosevelt School District, 131 Ariz. 13, 638 P.2d 235 (App. 1981)
<i>Cross Reference:</i>	

Recognizing the benefits of **employee** input [from internal constituencies](#) into the decision-making process of the College, the Board of Governors directs the administration to develop and maintain a formal structure which will provide a means ~~for~~ [to engage internal constituencies regarding policy matters which are not directly and substantially related to wages, salaries and working conditions, consistent with the principles set forth in this policy.](#) ~~discussing matters directly and substantially related to wages, salaries and working conditions.~~

~~The administration further shall develop a separate formal structure, as defined within the Prime Policy, that provides for input into other policy matters which are not directly and substantially related to wages, salaries and working conditions.~~

~~The Board shall not permit the delegation or dilution of powers and duties as prescribed by law through any process.~~

1. As the legally constituted and final authority for the operation of the Pima Community College District, the Governing Board's responsibility includes:
 - Governing the District as a whole;
 - Delegating authority with guidelines to the Chancellor for the daily operation of the District;
 - Selecting a governance model for the District.
2. The Governing Board believes that an effective governance model is necessary and vital to the operation of the District, so that the decisions of the Board and Chancellor are fully informed.
3. In addition, the Governing Board believes that effective governance is achieved in a College atmosphere emphasizing contribution, cooperation, collaboration, civility, transparency and respect.
4. The Governing Board also believes that effective governance involves regular and adjunct (part-time) faculty, regular and temporary staff, administrators and students to provide input as requested by the Board and Chancellor.
5. The Governing Board therefore delegates to the Chancellor the responsibility for implementing a College Governance Council, based on the following principles:
 - For Pima Community College governance is defined as a communication model involving all college groups, as noted above, and a Governance Council.
 - The goal of this governance model shall be mutual accountability both for the College Mission and for student success.
 - Ongoing communication and input into decision-making shall be the driving purpose of governance model based on critical analyses, ongoing inquiry and continuous learning. The College Governance Council shall advise the Chancellor on matters of college-wide importance which are

- not directly and substantially related to wages, salaries and working conditions.
- Representatives of College groups, as well as all College employees and students, shall be part of an interactive governance communication and information system.
 - Representatives to the College Governance Council shall be responsible for keeping their campuses/members informed and for relaying their constituencies' concerns and recommendations to the College Governance Council.
 - The College Governance Council shall consist of 12 representatives as follows:
 - 3 Students (the Governing Board representative and two other representatives selected by Student Government)
 - 3 Faculty members (the two Governing Board representatives, both regular and adjunct faculty; and one additional representative selected by Faculty Senate)
 - 3 Staff members (the two Governing Board representatives, both regular and temporary staff members; and one additional representative selected by Staff Council)
 - 3 Administrators (the Governing Board representative; 1 Campus President, and 1 other administrator)
 - The College Governance Council shall be evaluated each year and modified as necessary.
 - Individuals shall be able to express their views in various ways: through representatives of their College campus or College groups, through the Governing Board representatives, or directly to the College Governance Council.
6. The Governing Board shall not permit the delegation or dilution of its powers as prescribed by law through any process.

PimaCountyCommunityCollegeDistrict

Board of Governors

4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 2/5/14

Item Number: 15A

Item Title	Contact Person
Unapproved Minutes of the Study Session of November 19, 2013	Chancellor's Office (206-4747)

Recommendation:

The unapproved minutes of the Study Session of November 19, 2013 are submitted for approval.

Approval

Chancellor _____

Lee D. Lambert, J.D.

PIMA COUNTY COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD OPEN STUDY SESSION
MINUTES
November 19, 2013

A Study Session of the Pima County Community College District Governing Board was held on Tuesday, November 19, 2013 at 5:00 p.m. in the Community Board Room, C-105, at the District Office, 4905 E. Broadway Blvd., Tucson, AZ 85709-1005.

Persons in Attendance

Board Members:

Brenda Even, Chair
David Longoria, Secretary
Marty Cortez
Sylvia Lee
Scott Stewart

General Counsel

Jeffrey Silvyn

Recording Secretary

Gabriela De Echávarri

Administration/Staff

Lee Lambert
Deborah Yoklic

1. Call to Order

Board Chair Brenda Even called the meeting to order at 5:15 pm.

Dr. Even reminded everyone there will be a special meeting on December 12 right after the Board reception.

2. a. Revision of Board Bylaws

Chairperson Even with the assistance of General Counsel Jeffrey Silvyn and Assistant Vice Chancellor Deborah Yoklic has been working continuously on the revisions of the Board Bylaws.

Board members discussed the recommended revisions to Board Bylaws I, II, III, IV, V, VI, VII, VIII, IX, X XI and XII. The group engaged in general overview of the revisions made so far of the Bylaws, which is in its final stages and had a discussion regarding the language, syntax and structure of each article. The revised Board Bylaws will be approved at the December Special meeting.

Board member Lee asked to explore a structure for study sessions to have input from attendees.

b. Governance model

Board members with the assistance of Chancellor Lambert, General Counsel Jeffrey Silvyn and Assistant Vice Chancellor Deborah Yoklic, discussed a draft of the Contributory Governance Model. The group conversed about the elements of this particular model. Further discussion will be necessary in regards to a governance model.

c. Policy Approach

Chairperson Even commented that current Board Policies are not grouped by categories, which they should because they are confusing. She noted the Board should first organize them by areas and then receive input from the Chancellor and Mark Ziska, Interim Vice Chancellor for Human Resources. Dr. Even also suggested they should be reviewed annually or as needed. It was suggested to have only Policies and Procedures instead of Policies, Regulations and Standard Practice Guides. Policies should include review and revision dates.

Chancellor Lambert and Mark Ziska spoke about the policies' review process Human Resources is undertaking. Mark Ziska noted Human Resources Policies, Memos of Understanding and any other pertaining documents are being reviewed and revised accordingly. He also informed the target date for completion is May 31, 2014. Meetings with employee groups will be held as part of the Meet and Confer process. The goal is to work with a system that works towards each groups' interests and every voice is heard.

Chairperson Even mentioned that Cindra Smith, consultant with AACC, will be asked to come in and facilitate at another study session.

The Board agreed to have the next study session on Monday, December 2, 2013 at 3:30 p.m.

Adjournment

The meeting adjourned at 6:30 p.m.

Secretary

Date

PimaCountyCommunityCollegeDistrict

Board of Governors

4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 2/5/14

Item Number: 15B

Item Title	Contact Person
Unapproved Minutes of the Special Meeting to go into Executive Session on November 19, 2013	Chancellor's Office (206-4747)

Recommendation:

The unapproved minutes of the Special Meeting to go into Executive Session on November 19, 2013 are submitted for approval.

Approval

Chancellor _____
Lee D. Lambert, J.D.

PIMA COUNTY COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD MEETING MINUTES
November 19, 2013

A Special Meeting of the Pima County Community College District Governing Board was held to go into Executive Session on Wednesday, November 19, 2013 at 6:00 p.m., in the Board Conference Room, Room C-228, District Office, 4905 E. Broadway Blvd., Tucson, AZ 85709-1010.

Persons in Attendance

Board Members

Brenda Even, Chair
David Longoria, Secretary
Marty Cortez
Sylvia Lee
Scott Stewart

Recording Secretary

Gabriela De Echávarri

General Counsel

Jeffrey Silvyn

Administration/Staff

Lee Lambert

Call to Order

Brenda Even called the meeting to order at 6:35 p.m.

**Motion to conduct
Executive Sessions
PASSES**

Motion No. 7249

Scott Stewart – M; Marty Cortez – S; to conduct Executive Sessions pursuant to A.R.S. § 38-431.03(A)(1) (discussion and consideration of personnel issues, concerning the Chancellor’s employment and assignment. A.R.S. §38-431.03(A)(3) (legal advice) and A.R.S. § 38-431.03(A)(4) (consultation and legal advice).

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

Recess into Executive Sessions

The Board recessed into the above referenced Executive Sessions at 6:36 p.m.

Resumption of Open Session

The Board resumed Open Session at 8:44 p.m.

Adjournment

The meeting adjourned at 8:45 p.m.

Secretary

Date

PimaCountyCommunityCollegeDistrict

Board of Governors

4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 2/5/14

Item Number: 15C

Item Title	Contact Person
Unapproved Minutes of the Study Session of December 2, 2013	Chancellor's Office (206-4747)

Recommendation:

The unapproved minutes of the Study Session of December 2, 2013 are submitted for approval.

Approval

Chancellor _____

Lee D. Lambert, J.D.

PIMA COUNTY COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD OPEN STUDY SESSION
MINUTES
December 2, 2013

A Study Session of the Pima County Community College District Governing Board was held on Monday, December 2, 2013 at 3:30 p.m. in the Community Board Room, C-105, at the District Office, 4905 E. Broadway Blvd., Tucson, AZ 85709-1005.

Persons in Attendance

Board Members:

Brenda Even, Chair
David Longoria, Secretary
Marty Cortez
Sylvia Lee
Scott Stewart

General Counsel

Jeffrey Silvyn

Recording Secretary

Gabriela De Echávarri

Administration/Staff

Lee Lambert
Angela Wesson

1. Call to Order
Board Chair Brenda Even called the meeting to order at 3:35 pm.

2. STUDY SESSION (open)

Policy Structure Review (45 min)

Board members review Board Policies regarding categories, associated SPGs, responsibility of review and update.

Chairperson Even informed a new format for Board Policies needed to be created which include categories and SPG association respectively.

Jeffrey Silvyn, Legal Counsel, informed a Board Policy on the Chancellor's responsibilities and limitations should be developed. This comprehensive Board Policy

would explain the role of the Chancellor with parameters and limitations set by the Board of Governors. The Board will review this initiative and make its recommendation.

Chancellor Lambert noted that is imperative the Board takes time to review all Board Policies and that is important to create a frame work by the date of the self-study, but then work in detail on the Board Policies.

Jeffrey Silvyn commented the Board Policy defining the Chancellor's role will lead to the Board Policies definitions and the Board of Governors role. He also mentioned Board Policies should be reviewed on an annual basis.

Board member Cortez mentioned she would like for the Board to produce a document everyone can understand.

Chairperson Even informed the next study session will be facilitated by Dr. Cindra Smith. She also announced that on December 11th the following Board sessions will take place: Executive Session from 3:00-4:30 p.m., Board Holiday Reception from 4:30-6:00 p.m. and a Special Public meeting at 6:00 p.m.

b. Governance Model (45 min)

Board members reviewed the latest draft of the Contributory Governance Model. Board member Stewart asked to receive the right communication in time with others involved.

Board member Longoria noted he sees the model as a two-way one and is in favor of it. Board member Lee mentioned Anoka Ramsey Community College in Minneapolis, MN had a similar model. She also mentioned the draft of the governance model looks good.

Board member Cortez commented the model presented looks inclusive and that she would like to receive feedback on how the model is working.

Chairperson Even informed next steps would involve Chancellor Lambert creating an Ad Hoc committee to develop roles and responsibilities.

Chancellor Lambert noted starting with a layout of guiding principles is good. He also mentioned this instrument will improve communication. The Chancellor noted the level of engagement and openness needs to be clarified, stated and in accordance with Arizona law. He also informed that an Ad Hoc committee before the College submits the draft of the self-study before the Board by March. Chancellor Lambert noted the Ad Hoc committee should have enough representation across the constituencies, including internal individuals, with 30 members at the most. He also informed the model should not hold up the business of the institution.

Board member Stewart commented that 15 is a reasonable number.

Board member Cortez also commented on the number of members. She said 20 will be manageable.

Chairperson Even asked Board members to send her their Ad Hoc committee expectations by the end of the week.

c. Public Comment (30 min)

Joe Labuda addressed the Board regarding the Governance Council. He noted its confusing. He also commented a task force should be formed where selected individuals could participate and use groups more effectively. He noted the Chancellor's Board Policy should not lock him up. He also commented the Board should have input from Senate and Council regarding Board Policies and initiatives. Kimlisa Duchicela addressed the Board regarding Shared Governance. She noted she would reiterate what Joe Labuda said about representatives having an opportunity to have input. She recommends adjunct faculty receive a stipend when doing additional work. She asked that information about open meetings be provided as soon as possible. She also asked if the session with Dr. Cindra Smith could be taped.

Odile Wolf addressed the Board Regarding Student Government not working as it is currently because individuals don't talk to each other. She asked for the Meet and Confer process to be left as it is because it works. She also noted that adjunct faculty are important and that their voices should be heard.

Julie Hecimovich addressed the Board regarding the composition of Board representatives. She recommended for Staff Council to have representation from both Exempt and Non-Exempt employees. She also expressed her concerns about employee groups under the governance model not having direct contact with the Board. Chancellor Lambert noted the College doesn't have structured channels of communications among Senate, Staff Council and Student Government.

Kimlisa Duchicela noted that Board Policies posted on the web are drafts.

Board member Lee commented the new governance model will provide an opportunity to solve issues with open dialogue where the Chancellor and the Board can engage. Mary Beth Ginter noted administrators are not part of the Meet and Confer process and that they are seeking to have a voice. She also commented administrators should have a representative to the Board.

Adjournment

The meeting adjourned at 5:10 p.m.

Secretary

Date

PimaCountyCommunityCollegeDistrict

Board of Governors

4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 2/5/14

Item Number: 15D

Item Title	Contact Person
Unapproved Minutes of the Special Meeting to go into Executive Session on December 2, 2013	Chancellor's Office (206-4747)

Recommendation:

The unapproved minutes of the Special Meeting to go into Executive Session on December 2, 2013 are submitted for approval.

Approval

Chancellor _____
Lee D. Lambert, J.D.

PIMA COUNTY COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD MEETING MINUTES
December 2, 2013

A Special Meeting of the Pima County Community College District Governing Board was held to go into Executive Session on Wednesday, December 2, 2013 at 5:30 p.m., in the Board Conference Room, Room C-228, District Office, 4905 E. Broadway Blvd., Tucson, AZ 85709-1010.

Persons in Attendance

Board Members

Brenda Even, Chair
David Longoria, Secretary
Marty Cortez
Sylvia Lee
Scott Stewart

Recording Secretary

Gabriela De Echávarri

General Counsel

Jeffrey Silvyn

Administration/Staff

Lee Lambert

Call to Order

Brenda Even called the meeting to order at 5:30 p.m.

**Motion to conduct
Executive Sessions
PASSES**

Motion No. 7250

Scott Stewart – M; Marty Cortez – S; to conduct Executive Sessions pursuant to A.R.S. § 38-431.03(A)(1) (discussion and consideration of personnel issues, concerning the Chancellor’s employment and assignment. A.R.S. §38-431.03(A)(3) (legal advice) and A.R.S. § 38-431.03(A)(4) (consultation and legal advice).

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

Recess into Executive Sessions

The Board recessed into the above referenced Executive Sessions at 5:31 p.m.

Resumption of Open Session

The Board resumed Open Session at 6:35 p.m.

Adjournment

The meeting adjourned at 6:36 p.m.

Secretary

Date

PimaCountyCommunityCollegeDistrict

Board of Governors

4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 2/5/14

Item Number: 15E

Item Title	Contact Person
Unapproved Minutes of the Special Meeting to go into Executive Session on December 11, 2013	Chancellor's Office (206-4747)

Recommendation:

The unapproved minutes of the Special Meeting to go into Executive Session on December 11, 2013 are submitted for approval.

Approval

Chancellor _____
Lee D. Lambert, J.D.

PIMA COUNTY COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD MEETING MINUTES
December 11, 2013

A Special Meeting of the Pima County Community College District Governing Board was held to go into Executive Session on Wednesday, December 11, 2013 at 3:00 p.m., in the Board Conference Room, Room C-228, District Office, 4905 E. Broadway Blvd., Tucson, AZ 85709-1010.

Persons in Attendance

Board Members

Brenda Even, Chair
David Longoria, Secretary
Marty Cortez
Sylvia Lee
Scott Stewart

Recording Secretary

Gabriela De Echávarri

General Counsel

Jeffrey Silvyn

Administration/Staff

Lee Lambert

Call to Order

Brenda Even called the meeting to order at 3:10 p.m.

**Motion to conduct
Executive Sessions
PASSES**

Motion No. 7249

Marty Cortez – M; David Longoria – S; to conduct Executive Sessions pursuant to A.R.S. § 38-431.03(A)(1) (discussion and consideration of personnel issues, concerning the Chancellor’s employment and assignment. A.R.S. §38-431.03(A)(3) (legal advice). A.R.S. § 38-431.03(A)(4) (consultation and legal advice). A.R.S. §38-431.03(A)(5) (consultation and direction to negotiation representatives) and A.R.S. §38-431.03(A)(7) (consultation and direction regarding the possible acquisition of real property).

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

Recess into Executive Sessions

The Board recessed into the above referenced Executive Sessions at 3:11 p.m.

Resumption of Open Session

The Board resumed Open Session at 4:29 p.m.

Adjournment

The meeting adjourned at 4:30 p.m.

Secretary

Date

PimaCountyCommunityCollegeDistrict

Board of Governors

4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 2/5/14

Item Number: 15F

Item Title	Contact Person
Unapproved Minutes of the Special Meeting of December 11, 2013	Chancellor's Office (206-4747)

Recommendation:

The unapproved Minutes of the Special Meeting of December 11, 2013 are submitted for approval.

Approval

Chancellor _____
Lee D. Lambert, J.D.

PIMA COUNTY COMMUNITY COLLEGE DISTRICT

A Special Meeting of the Pima County Community College District Board of Governors was held on Wednesday, December 11, 2013 at 7:00 p.m., in the Community/Board Room at the District Office, 4905 E. Broadway Blvd., Tucson, AZ 85709-1010.

BOARD MEMBERS

Brenda Even, Chair
David Longoria, Secretary
Marty Cortez
Sylvia Lee
Scott Stewart

BOARD REPRESENTATIVES

Benetta Jackson, Staff
Amy Parker, Staff
Patricia Figueroa, Faculty

RECORDING SECRETARY

Gabriela De Echávarri

GENERAL COUNSEL

Jeffrey Silvyn

ADMINISTRATION

Lee Lambert, Chancellor
Louis Albert, President, West Campus
David Bea, Executive Vice Chancellor, Finance
and Administration
Johnson Bia, President, Desert Vista Campus
Aubrey Conover, Vice President of Student
Development
Nina Corson, Academic Dean
Dolores Durán-Cerda, Sr. Assistant to the
Provost
Charlotte Fugett, President, East Campus
Donna Gifford, Vice President of Instruction
C.J. Karamargin, Vice Chancellor, Public
Information and Federal Government
Relations

Darla Jansen Lammers, Vice President of
Instruction
Mary Ann Martinez Sanchez, Vice Provost and
Assistant Vice Chancellor, Academic
Services
Leticia Menchaca, Assistant Vice Chancellor of
Student Development
Marty Mayhew, Academic Dean
Jerome Migler, Provost/Executive Vice
Chancellor
Lorraine Morales, Vice President of Instruction
Brigid Murphy, Vice President of Instruction
Ann Parker, Vice President of Student
Development
Anna Reese, Executive Director, Financial Aid
Nicola Richmond, Academic Dean
Ted Roush, Vice President of Instruction
Robert Simpson, Vice President of Instruction
(Acting)
Nancee Sorenson, Vice President of Student
Development
Edgar Soto, Executive Director of Athletics
Stan Steinman, Academic Dean
Michael Tulino, Vice President of Student
Development
Anne Vosberg, Vice President of Student
Development
William Ward, Vice Chancellor, Facilities
Deborah Yoklic, Assistant Vice Chancellor
Darla Zirbes, President, Northwest Campus
(Acting)

GENERAL MATTERS

Call to Order

Brenda Even called the meeting to order at 7:05 p.m.

Pledge of Allegiance

Scott Stewart led the Pledge of Allegiance.

Public Comment

Public Comment

Duff Galda addressed the Board regarding changes in PCCEA leadership. She thanked Dr. Jerry Migler, Provost, for his leadership and wished him well.

Reports

Governing Board Member Reports

Chairperson's Report: Brenda Even wished everyone happy holidays and thanked everyone for the efforts put forward by employee in different areas of the College throughout the year. She gave special thanks to those individuals working on the HLC self-study. She noted the College has interesting challenges and exciting opportunities in the year lying ahead.

Secretary to the Board Report: There was no report.

Board Member Lee commented the chart for the new governance model was sent to all the College employees. She noted she sees the new structure having potential with room for dialogue for different groups to come together and hear each other.

Chancellor's Report

Chancellor Lambert thanked faculty, staff, administrators and students for coming a long way in the very short period of time since he arrived six months ago. He noted the fact that the College is well on the way to getting off probation should make everyone feel good about it moving into 2014. He said he wanted to acknowledge everyone for a great effort and focus to make Pima a great place to be at. The Chancellor informed he and members of the Board attended the AZ Commission for Postsecondary Education Conference in Phoenix. He commented it would be beneficial to bring the speaker who presented at the conference on disruptive innovations to the College at some point. He noted the Arizona Community College Association Joint Council of Presidents have put together a legislative strategy going

forward into the 2014 session to support community colleges. Chancellor Lambert also noted he was invited by Student Government to visit the Upward Bound program and made a remark about the tremendous work the College is doing to assist high school students to move into pathways for college. The Chancellor informed that he, Lou Albert, West Campus President, and Marty Mayhew, Dean of Nursing, met with health care organizations which have partnerships with the College. Chancellor Lambert informed that and Imelda Cuyugan, Assistant Vice Chancellor for State Government Relations, met with the Arizona Commerce Authority, which has rolled out a 12-sector strategy for the state of Arizona. He noted it will be important for the College to align with said strategy. Chancellor Lambert thanked Dr. Jerry Migler for his service to the College and wished him well. He wished everyone a Happy Holidays.

Staff Representatives

Staff Representatives Amy Parker and Benetta Jackson reported on the Staff Council meeting of December 5. Highlights included the following: Chancellor's Report: Chancellor Lambert was presented with the "New kid on the block" award as well as a t-shirt from Staff Council. The Chancellor informed he intends that administrators will have increased performance accountability and management standards. *Provost and Executive Vice Chancellor's Report:* Dr. Dolores Durán-Cerda on behalf of Dr. Jerry Migler, Provost, reported that on November 15 there was a Fall Review recognition day to thank all who are working on the HLC review. She also informed Dr. Migler will be leaving the College and that an acting Provost may be appointed. She informed updates are posted regularly on the web page. *AFSCME Report:* Delso Bosquez informed open houses will be held to solicit staff concerns for Meet and Confer. *ACES Report:* Julie Hecimovich informed an internet based collaborative development program will begin in January which will include both AFSCME and ACES. *Council Report:* Staff and Faculty submitted their concerns on Shared Governance to the Board of Governors. *Campus/District Reports:* *Community Campus* has had large number of people sign up to enroll in GED classes. *District Office* IT had a College IT social which included discussion of staff concerns, especially how to improve reporting of positive news about PCC. *Northwest Campus* celebrated its 10 year anniversary. On behalf of Staff Council, Benetta Jackson

presented the following concern/idea: Staff Council recommends that an Exempt, a Non-exempt, an ACES and a AFSCME representative be both on the Board of Governors and the contributory governance council.

Student Representatives

There was no report. Next Report will be given at the February 5 meeting.

Faculty Representatives

There was no report. Patricia Figueroa noted Faculty Senate met after the deadline for submission of representatives' reports. The next report will be given at the first meeting this coming year. On behalf of Faculty Senate, she presented the following concern/idea: Faculty Senate recommends that the Board of Governors collaborate with the employee representative groups to develop and adopt a definition and a vision of shared governance.

Academic Reports

HLC Progress

Dr. Jerry Migler, Provost, recommended that during the transition period to find a Provost, Dr. Mary Ann Martinez Sanchez and Dr. Dolores Durán-Cerda, provide to the Board the HLC process and Developmental Education updates, respectively. Regarding the Student Concerns, Dr. Migler announced that Mary Mitchell, Adjunct Faculty, Joe Labuda, WC Library Director, Aubrey Conover, West Campus Vice President of Student Development and Ted Roush, Desert Vista Vice President of Instruction, have been working together to address the issues of disruptive students.

Dr. Migler thanked everyone for recognizing his service to the College.

Dr. Mary Ann Martinez Sanchez provided an update on the HLC process. She noted the process is progressing and is on schedule and informed the core group is evaluating the data that has been written and that areas of weakness are being evaluated. She commented the management team keeps in constant contact with Dr. Karen Solomon, the College's HLC liaison.

Developmental Education Update

Dr. Dolores Durán-Cerda gave an update on the re-design of Developmental Education. She noted the re-design committee has been meeting every other week since September. The re-design committee has representation from faculty, adjunct faculty, staff, administrators, students, members of the community, including high school partners and the University of Arizona. She also mentioned they have a steering committee comprised of faculty representing math, reading and ESL. She noted Drs. Kay and Byron McClenney will be conducting a workshop on Developmental Education to the College community. She noted that after the re-design, the program will be evolving.

Student Concern

Dr. Aubrey Conover, West Campus Vice President of Student Development, provided an update on the Student Concern. He informed the primary concern was with the accuracy and consistency in advising. Michael Tulino, Northwest Campus Vice President of Student Development, presented some of the things that will be looked at and incorporated, professional development for staff, develop better support for Veteran Services, student outreach and improve communications with Student Services staff.

Adjunct Faculty Concerns on Disruptive Students

Mary Mitchell, Adjunct Faculty and Joe Labuda, West Campus Library Director, presented on faculty concerns about disruptive students. Mary Mitchell noted Faculty Senate asked for a committee to be formed, which she is part of. The committee interviewed people, looked at best practices, did research and came up with the following four recommendations: Increase faculty involvement, establish an appeal process for faculty, have student input and create an “I accept” button to be connected to the registration process. Joe Labuda commented this may sound like a negative concept but is a student success issue because faculty and staff want to feel safe in the classroom. He thanked Dr. Migler, the Board, Chancellor Lambert, Aubrey Conover and Michael Tulino for all the assistance provided on this issue.

Snap-On Benchmarking Tour

Dr. Johnson Bia, Desert Vista Campus, Dr. Nic Richmod, Downtown Campus Academic Dean, and Tom Hinman, Program Manager, Aviation Center, provided a report on the benchmarking trip several Pima faculty and staff took to visit technical colleges in the Upper Midwest. The purpose of this

trip was to research ways in which the College could come up with initiatives on how we can establish premier programs. Some of the sites and programs visited were the Engineering Technology Center, the Horizon Center for Transportation Technology, both part of Gateway Technical College; Trane Energy Lab, Snap-on, the National Center for Aviation Training at Wichita Area Technical College and the Washburg Institute of Technology in Topeka.

Finance and Administration Reports

Budget Update

Dr. David Bea, Executive Vice Chancellor for Finance and Administration provided a budget outlook for year 2014 and the guidelines for budget development.

Out-of-State Tuition

Dr. Bea provided a recap about tuition for the year 13-14 and presented information on out-of-state tuition for the coming year.

Affordable Care Act

Dr. Bea provided information about the implementation and design changes of the Affordable Care Act.

Information Items

Arizona Minimum Wage Increase for Unclassified Pay Rates for Temporary Employment

This item was noted as an information item.

Action Items

Approval of New Appointments

Chairperson Even requested that Items 12 New Appointments and Item 13 Temporary Appointments be pulled and voted separately. Board Member Stewart requested that Item 15 BP-2304: Smoking, E-Cigarette and Tobacco Product Use Limitations on College Property, be pulled out and voted separately.

Motion to Approve New Appointments PASSES

Motion No. 7252

Scott Stewart – M, Marty Cortez – S, to approve New Appointments.

Vote: Board members present other than Chairperson Even voted “aye” by voice vote. Brenda Even — abstained.
Motion carried.

Approval of Temporary Appointments

**Motion to Approve
Temporary Appointments
PASSES**

Motion No. 7253

David Longoria – M, Marty Cortez – S, to approve
Temporary Assignments.

Vote: Board members present other than Chairperson Even voted “aye” by voice vote. Brenda Even — abstained.
Motion carried.

Approval of Administrator Appointment

**Motion to Approve
Administrator Appointment
PASSES**

Motion No. 7254

Scott Stewart – M, Marty Cortez – S, to approve
Administrator Appointment

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

**Motion to Approve BP-2304:
Smoking, E-Cigarette and
Tobacco Product Use
Limitations on College Property
PASSES**

BP-2304: Smoking, E-Cigarette and Tobacco Product Use
Limitations on College Property – Final Reading

Motion No. 7255

Marty Cortez – M, David Longoria – S, to approve Board
Policy 2304: Smoking, E-Cigarette and Tobacco Product Use
Limitations on College Property

Vote: Board members present other than Board Member
Stewart voted “aye” by voice vote. Scott Stewart — opposed.
Motion carried.

**Motion to Approve Contract:
Marketing and Advertising
Services, Fiscal Year 2103-14
PASSES**

Contract: Marketing and Advertising Services, Fiscal Year
2013-14

Motion No. 7256

Scott Stewart – M, David Longoria – S, to approve the
increase to the contract to Gordley Group for the purchase of
Marketing and Advertising Services for the period January-
June 2014. The total contract costs are not expected to exceed
\$200,000 for Fiscal Year 2013-2014.

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

Amendment to Board Bylaws

**Motion to Approve
Amendment to Board Bylaws
PASSES**

Motion No. 7257

David Longoria – M, Marty Cortez – S, to amend the Board Bylaws with the exception of Article 10, Section 5, No 3 which is the verbiage on employees having responsibility to express specific concerns in a timely manner.

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

Adjournment

The meeting adjourned at 9:15 p.m.

Secretary

Date

PimaCountyCommunityCollegeDistrict

Board of Governors

4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 2/5/14

Item Number: 15G

Item Title	Contact Person
Unapproved Minutes of the Study Session of December 16, 2013	Chancellor's Office (206-4747)

Recommendation:

The unapproved minutes of the Study Session of December 16, 2013 are submitted for approval.

Approval

Chancellor _____

Lee D. Lambert, J.D.

PIMA COUNTY COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD OPEN STUDY SESSION
MINUTES
December 16, 2013

A Study Session of the Pima County Community College District Governing Board was held on Monday, December 16, 2013 at 4:00 p.m. in the Community Board Room, C-105, at the District Office, 4905 E. Broadway Blvd., Tucson, AZ 85709-1005.

Persons in Attendance

Board Members:

Brenda Even, Chair
David Longoria, Secretary
Marty Cortez
Sylvia Lee
Scott Stewart

General Counsel

Jeffrey Silvyn

Recording Secretary

Gabriela De Echávarri

Administration/Staff

Lee Lambert
Deborah Yoklic

1. Call to Order

Board Chair Brenda Even called the meeting to order at 4:03 pm.

2. STUDY SESSION (open)

2a. Policy Structure and Governance Model

Chairperson Even introduced consultant Dr. Cindra Smith. The group spoke briefly about the Board's Priorities.

Dr. Smith started by commending the Board for the hard work they have done and for being open. She also mentioned the Board has an excellent set of Board priorities and also a big set of challenges. She also commented that integrating planning with budget is very good and is also recommended by the HLC.

Board member Stewart commented it is a set of long-term priorities.

Board Member Cortez noted Developmental Education is a priority for the Board. Chairperson Even commented Strategic Planning, among other issues are being examined.

Board Member Lee mentioned she asked Dr. Zelema Harris to talking with the Board about strategic planning prior to the kick-off in February 2014. She also mentioned she sees priorities giving direction to the College.

Chairperson Even noted workforce development and other areas at the College are being contemplated for improvement and that the Board is meeting with business and organizations.

Board Member Cortez informed internal and external communications are being reviewed. She also noted the Board self-assessment is a good tool.

Dr. Smith noted there will be Board roles depending on priorities.

BYLAWS

Dr. Smith commended the Board for revising the Board Bylaws. Dr. Smith went over the policies and made remarks and recommendations.

Dr. Smith suggested Article I Section 2 include a statement about listening to the suggestions of community members. She commended the Board on Article III-Representatives to the Board- for being clear on policy.

Board member Lee asked who are the representatives at other institutions. Dr. Smith mentioned faculty, staff and students is the most common composition of representatives to the Board. She noted the purpose of shared or participatory governance is for people to have information and to keep the focus on that purpose.

On Article V –Duties of Officers-Section 1.1 Dr. Smith noted it was important that the Chair of the Board and the Chancellor work closely together.

Dr. Smith suggested adding a bylaw on Article VI-Meetings, regarding meeting conduct, set time limits and public participation decorum. She also recommended adding a bylaw regarding minutes. She noted it is very good to have them on the web and have the meetings streamed.

Board member Lee made a remark about most boards having annual chair selection.

Dr. Smith noted chairs sometimes are selected because of specific needs for the Board or the institution. She noted she agrees with what the Board is doing in regards of Chair rotation.

Dr. Smith commented Article X-Code of Ethics, is very complete. She noted the good work on updating them. She suggested having a discussion every year or two.

Dr. Smith also recommended the Board establish a protocol on campus visits. The Board should notify campus presidents and the Chancellor when they plan a visit.

On Article X-Code of Ethics, Section 5.c, Dr. Smith also recommended the Board to be careful when they request information from the Chancellor. It is acceptable when

information requested can be provided quickly, but at times requests may take weeks of someone's work or requests may cause a big shift of workload. She suggested the Board should make a decision when a request is not an appropriate use of staff time and should make a decision setting a priority for such request. She noted this protocol should be clear.

In regards to Article XII-Response to Complaints, Dr. Smith noted it's good to have Legal Counsel included when complaints occur.

Dr. Smith suggested the Board self-assessment be included in the bylaws as well as something in regards to the Board members' expenses.

GOVERNANCE MODEL

Dr. Smith noted the good work on the governance model and commented she liked the word "contributory". She mentioned she had minor remarks and suggestions for the governance model.

Dr. Smith recommended using the term executive parameters or executive expectations instead of executive limitations when clarifying the role of the Chancellor. She also suggested having clarification of the roles of the Board, Chancellor, Contributory Council, Campuses as well as something related to delegation of power. She also mentioned arrows going both ways are not clear and can be interpreted in different ways. She noted the Board should not charge groups directly but GO through the Chancellor.

POLICY CATEGORIES

Dr. Smith suggested adding discrimination under Institutional Effectiveness and work with Legal Counsel. She noted policies should be easier to find.

Dr. Smith mentioned the Board is on the right path in regards to policies. She suggested establishing parameters for the Chancellor instead of just referencing the Chancellor. She also suggested listing the work to be done: Re-organization of Board Policies, development of Prime Policy, Chancellor's Policy, incorporate new policies, and review and revision of policies that are in place.

Jeff Silvyn asked if a list of questions or tips for policy review could be provided. Dr. Smith will share the information she has with the College.

Dr. Smith recommended having equal representation at meetings and ad hoc committees, including subject area experts. She noted the good work being done in the Developmental Education re-design, including faculty, staff and administrators. She noted that is good to have the right people on committees.

3. Public Comment

Julia Fiello addressed the Board regarding the Meet and Confer process and its functionality. She asked the Board members to consider campus visits having a 2-Board member (no quorum) forums with faculty and staff.

Julie Hecimovich addressed the Board regarding the governance model and thanked the Board for clarifying the term contributory. She noted Board representatives help meet the needs of the College's employees.

Adjournment

The meeting adjourned at 5:55 p.m.

Secretary

Date

PimaCountyCommunityCollegeDistrict

Board of Governors

4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 2/5/14

Item Number: 15H

Item Title	Contact Person
Unapproved Minutes of the Special Meeting to go into Executive Session on December 16, 2013	Chancellor's Office (206-4747)

Recommendation:

The unapproved minutes of the Special Meeting to go into Executive Session on December 16, 2013 are submitted for approval.

Approval

Chancellor _____
Lee D. Lambert, J.D.

PIMA COUNTY COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD MEETING MINUTES
December 16 2013

A Special Meeting of the Pima County Community College District Governing Board was held to go into Executive Session on Wednesday, December 16 2013 at 6:00 p.m., in the Board Conference Room, Room C-228, District Office, 4905 E. Broadway Blvd., Tucson, AZ 85709-1010.

Persons in Attendance

Board Members

Brenda Even, Chair
David Longoria, Secretary
Marty Cortez
Sylvia Lee
Scott Stewart

Recording Secretary

Gabriela De Echávarri

General Counsel

Jeffrey Silvyn

Administration/Staff

Lee Lambert

Call to Order

Brenda Even called the meeting to order at 6:00 p.m.

**Motion to conduct
Executive Sessions
PASSES**

Motion No. 7258

Scott Stewart – M; David Longoria – S; to conduct Executive Sessions pursuant to A.R.S. § 38-431.03(A)(1) (discussion and consideration of personnel issues, concerning the Chancellor’s employment and assignment. A.R.S. §38-431.03(A)(3) (legal advice) and A.R.S. § 38-431.03(A)(4) (consultation and legal advice).

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

Recess into Executive Sessions

The Board recessed into the above referenced Executive Sessions at 6:01 p.m.

Resumption of Open Session

The Board resumed Open Session at 6:45 p.m.

Adjournment

The meeting adjourned at 6:46 p.m.

Secretary

Date

PimaCountyCommunityCollegeDistrict

Board of Governors

4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 2/5/14

Item Number: 15I

Item Title	Contact Person
Unapproved Minutes of the Special Meeting to go into Executive Session on January 8, 2014	Chancellor's Office (206-4747)

Recommendation:

The unapproved minutes of the Special Meeting to go into Executive Session on January 8, 2014 are submitted for approval.

Approval

Chancellor _____
Lee D. Lambert, J.D.

PIMA COUNTY COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD MEETING MINUTES
January 8, 2014

A Special Meeting of the Pima County Community College District Governing Board was held to go into Executive Session on Wednesday, January 8, 2014 at 5:00 p.m., in the Board Conference Room, Room C-228, District Office, 4905 E. Broadway Blvd., Tucson, AZ 85709-1010.

Persons in Attendance

Board Members

Brenda Even, Chair
Marty Cortez
Sylvia Lee
David Longoria
Scott Stewart

General Counsel

Jeffrey Silvyn

Recording Secretary

Gabriela De Echávarri

Administration/Staff

Lee Lambert

Call to Order

Brenda Even called the meeting to order at 3:30 p.m.

**Motion to conduct
Executive Sessions**

Motion No. 201401-01

Scott Stewart – M; Marty Cortez – S; to conduct Executive Sessions pursuant to A.R.S. A.R.S. § 38-431.03(A)(1) (discussion and consideration of personnel issues, concerning the Chancellor’s employment and assignment. A.R.S. §38-431.03(A)(3) (legal advice) and A.R.S. § 38-431.03(A)(4) (consultation and legal advice).

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

Recess into Executive Sessions

The Board recessed into the above referenced Executive Sessions at 3:31 p.m.

Resumption of Open Session

The Board resumed Open Session at 5:25 p.m.

Adjournment

The meeting adjourned at 5:26 p.m.

Secretary

Date

PimaCountyCommunityCollegeDistrict

Board of Governors

4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 2/5/14

Item Number: 15J

Item Title	Contact Person
Unapproved Minutes of the Annual/Regular Meeting of January 8, 2014	Chancellor's Office (206-4747)

Recommendation:

The unapproved Minutes of the Annual/Regular Meeting of January 8, 2014 are submitted for approval.

Approval

Chancellor _____

Lee D. Lambert, J.D.

PIMA COUNTY COMMUNITY COLLEGE DISTRICT

The Annual/Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, January 8, 2014 at 5:30 p.m., in the Community/Board Room, District Central Office, 4905C E. Broadway, Tucson, AZ 85709-1010.

BOARD MEMBERS

Brenda Even, Chair
Marty Cortez
Sylvia Lee
David Longoria
Scott Stewart

RECORDING SECRETARY

Gabriela De Echávarri

GENERAL COUNSEL

Jeffrey Silvyn

ADMINISTRATION

Lee Lambert, Chancellor
Louis Albert, President, West Campus
Manny Amado Executive Director Public Safety (Acting)
David Bea, Executive Vice Chancellor, Finance and Administration
Johnson Bia, President, Desert Vista Campus
Aubrey Conover, Vice President of Student Development
Nina Corson, Academic Dean
Imelda Cuyugan, Assistant Vice Chancellor, Federal Government Relations
Dolores Durán-Cerda, Sr. Assistant to the Provost
Charlotte Fugett, President, East Campus
Donna Gifford, Vice President of Instruction
John Gillis, Academic Dean
Diane Groover Assistant Vice Chancellor, Finance
Zelema Harris, Executive Vice Chancellor, Institutional Effectiveness, Interim
Patricia Houston, Academic Dean

William Howard, Assistant Vice Chancellor, Business Services
C.J. Karamargin, Vice Chancellor, Public Information and Federal Government Relations
Leticia Menchaca, Assistant Vice Chancellor of Student Development
Keith McIntosh, Vice Chancellor, Information Technology
Lorraine Morales, Vice President of Instruction
Brigid Murphy, Vice President of Instruction
Ann Parker, Vice President of Student Development
Mary Ann Martinez Sanchez, Assistant Vice Chancellor for Academic Services
Kate Schmidt, Dean of Online Development, Acting
Anna Reese, Executive Director, Financial Aid
Ted Roush, Vice President of Instruction
Robert Simpson, Vice President of Instruction (Acting)
Nancee Sorenson, Vice President of Student Development
Edgar Soto, Executive Director of Athletics
Stan Steinman, Academic Dean
Michael Tulino, Vice President of Student Development
Anne Vosberg, Vice President of Student Development
William Ward, Vice Chancellor, Facilities
Deborah Yoklic, Assistant Vice Chancellor
Darla Zirbes, President, Northwest Campus (Acting)

GENERAL MATTERS

Call to Order

Brenda Even called the meeting to order at 5:40 p.m.

Pledge of Allegiance

Brenda Even led the Pledge of Allegiance.

A minute of silence was observed in remembrance of the victims of January 8, 2010.

NEW BUSINESS

Election of Board of Governors' Officers For 2014

Election of Chair of the Governing Board Motion No. 201401-02

Brenda Even – M, Marty Cortez – S, that David Longoria serve as Chairperson of the Board of Governors of the Pima County Community College District in 2014.

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

Election of Secretary of the Board Motion No 201401-03

Scott Stewart – M, David Longoria – S, that Sylvia Lee serve as a Secretary of the Board of Governors of the Pima County Community College District in 2014.

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

Election of Arizona Association of District Governing Board’s Representative Motion No. 201401-004

David Longoria – M, Marty Cortez – S, that Brenda Even serve as representative to the Arizona Association of District Governing Boards (AADGB).

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

Board member Even informed that a complaint had been received regarding the changing of the time for Board meetings and opened the issue for discussion.

Chairperson Longoria noted the decision was made out of respect to those individuals who regularly come to the meetings, and that often the meetings last until very late in the evening. He commented the change in time was to engage additional public participation and not alienate anyone. He noted that by the attendance (of tonight's meeting) it seemed the change in time didn't discourage individuals from coming.

Board member Cortez commented that other community organizations' meeting times are set so individuals are not detained late in the evening or need to go home and come back to a meeting. She mentioned she thought 5:30 was a good time.

Board member Lee commented she researched on the internet various educational institutions and noted all have different times for their Board meetings, ranging from 3:30 to 6:30 pm. She said her concern was that individuals make it on time for the meeting and suggested the constituents be surveyed.

Board member Stewart commented he supports the new start time for the meetings; although he would prefer 6:00 p.m.
Chancellor Lambert noted that in his experience at other institutions, start times ranged from noon to 5:00. He noted that is within the purview of the Board to ultimately make a decision.

Chairperson Even invited the public for comment.

Richard Fridena and Phil Silvers addressed the Board regarding the new start time of the meetings.

Chairperson Longoria noted that it seemed that the concern was not so much about the time, as for individuals to have an opportunity to address the Board during Public Comment. He suggested moving Public Comment right before Consent Agenda.

Board member Stewart commented he liked the idea but that two years ago Public Comment was moved down on the agenda but it was not well received.

Board member Cortez noted the Board could compromise and begin the meetings at 6:00 p.m. on a trial basis.

Board member Stewart suggested asking if there will be an objection starting at 6:00 p.m.

Board member Even asked the audience for their input.

Rita Flattley addressed the Board regarding her support of an electronic survey.

Mario Gonzales addressed the Board regarding the start time of the Board meetings.

Board member Even asked Board members what they wanted to do for the February meeting.

Chairperson Longoria noted the start time of Board meetings was not an Action Item on the Agenda and that the Board could not make a decision on the issue. He also commented the Board could make the decision about changing the time if they chose so.

Board member Even asked Legal Counsel, Jeffrey Silvyn to clarify if the start time was an issue of concern with the Arizona Revised Statutes. Jeffrey Silvyn informed there is nothing in the Statue when the Board meets; it's the Board's decision as to when it holds its meetings. He noted that in the Bylaws, The Chancellor and the Chair plan on the work of the Board.

Proposed Annual Calendar of Regular Board Meetings, 2014

Motion to Adopt Annual Calendar of Regular Board Meetings in 2014
Motion WITHDRAWN

David Longoria – M, Scott Stewart – S, to approve the proposed Board of Governors Meeting Calendar for 2014 with the start time of 6:00 pm.

Board Member Marty Cortez concurred with going with the 6 pm start time if that is the will of the majority of the Board but that a survey should be done to solicit feedback from the community and internal constituents prior to setting the time.

Board Member Sylvia Lee stated that she would like to maintain the 7 pm start time for the February meeting and utilize the time to do a survey online so that the constituents can weigh in and then at our February meeting see what our members

Motion to Adopt Annual Calendar of Regular Board Meetings in 2014
Motion No. 201401-05

Scott Stewart – M, Marty Cortez – S, to approve the proposed Board of Governors Meeting Calendar for 2014 but only set the time for the February meeting at 7:00 pm and future times to be determined.

Vote: All Board members present other than Chairperson Longoria voted “aye” by voice vote. David Longoria – opposed.

Motion CARRIED.

Recess

The meeting recessed at 6:03 p.m.

The meeting resumed at 6:15 p.m.

PUBLIC COMMENT

Carol Gorsuch addressed the Board regarding Financial Aid and Developmental Education. Gwen Joseph, Interim President at Downtown Campus, introduced Downtown Campus Interim Vice President of Instruction, Dr. Quincy Moore.

Richard Fridena addressed the Board regarding transparency and accountability.

Rita Flattley addressed the Board regarding the Board's study sessions and Board Policy 4001.

Mario Gonzales addressed the Board regarding the hiring of Mexican-Americans at the College.

REPORTS

Governing Board Member Reports

Chairperson's Report: There was no report

Secretary to the Board Report: There was no report

Board Member Even gave an update on the work the Board is doing at its study sessions, including Board Priorities, Board Self-evaluation, Board Bylaws and Governance.

Chairperson Longoria thanked Dr. Even for her service as Chair of the Board and asked if she would continue working with the initiatives mentioned above. Dr. Even she would. Chairperson Longoria also noted a list of study sessions will be presented at the February meeting for the Board to approve.

Board members Cortez and Stewart also thanked Dr. Even for her service as Chair of the Board during the past year.

Chancellor's Report

Chancellor Lambert wished everyone a Happy New Year. He informed that a row call and bell ring ceremony was held at all locations of the College to remember the victims of January 8, 2010. He noted mental health training sessions will be coordinated to enforce the great work the College is doing in terms of safety and security.

He informed he visited with Math faculty and staff at the West Campus Math Labs. He noted the phenomenal work they have done in the labs and re-designing the Math curriculum. He also visited a French class at the West Campus. He commented he enjoyed the dynamics of the class. He noted he would welcome invitations to sit in the classroom. Chancellor Lambert informed he met with a group of JTED and CTD from different school districts to find ways to strength the relationship between their organizations and the College.

The Chancellor commented Cheryl House, PCC Foundation Executive Director, received a 100,000 donation that will go toward family members of fallen veterans and first responders. Chancellor Lambert informed he and Board member Stewart visited the Automotive Department at Shoreline Community College in Shoreline, Washington.

Chancellor Lambert informed presidents of the Arizona Community Colleges Association will be asking for 17.8 million to fully fund the legislature's statutory formula. He also noted the group is asking for a base funding that will go to all of the districts.

William Ward, Vice Chancellor for Facilities informed the College's safe and assessment study has been completed by Security & Risk Management consultant firm. He is hopeful to have the final written report by the end of January. Then, it will be communicated to the community.

Mark Ziska, Interim Vice Chancellor for Human Resources provided information on the new Leadership Performance Assessment process. Chancellor Lambert noted he is committed to making sure the administrative group is diverse.

Chancellor Lambert informed the following bills have being dropped: Non-resident reimbursement, Community Colleges offering baccalaureate degrees and 4-inch pipes. He also noted there is a national movement that community colleges offer baccalaureate degrees.

Jeffrey Silvyn, provided information regarding College employees participating in non-college functions such as lobbying and recall efforts or any political activities. Employees of the College are not permitted to engage in such activities during working hours, use College resources or equipment.

Chancellor Lambert informed that after Dr. Jerry Migler left, he asked Dr. Zelema Harris, Interim Vice Chancellor for Institutional Effectiveness to oversee the daily operations of the Provost area.

Staff Representatives

There was no report.

Student Representatives

There was no report.

Faculty Representatives

There was no report.

Academic Reports

HLC Progress

Dr. Mary Ann Martinez Sanchez, Assistant Vice Chancellor for Academic Services, provided an update on the HLC process. She reviewed the areas that should be completed by September 2014. She informed HLC management team will be working with the Office of Public Information to develop a communications plan for internal and external constituents.

Developmental Education Update

Dr. Dolores Durán-Cerda, Sr. Assistant to the Provost, gave an update on the Developmental Education re-design. She informed the College will hold a session on Developmental Education session with Dr. Kay McClenney, Director of the Center for Community College Student Engagement and Dr. Byron McClenney, Director of Student Success Initiatives in the Community College Leadership Program of the University of Texas at Austin. She also informed Dr. Augustine Gallego, Chancellor Emeritus at San Diego Community College District, met with the Developmental Education steering committee to assist with ideas and provide information.

Financial Report – November 2013 Financial Statements and Annual Financial Report for fiscal year 2013

Dr. David Bea, Executive Vice Chancellor for Finance and Administration, reviewed the financial statements for the period ending November 2013. Dr. Bea noted that the total net position at the end of November was \$236 million, which is a decrease of about \$3.2 million compared to the same time last year. This decrease in net position is primarily due to construction costs for the new Northwest campus building.

INFORMATION ITEMS

Separations from Employment

Student Aide Hires

BP-1403: Records Management, Retention and Disposition – Second Reading

BP-3105: Curriculum – First Reading

BP-3106: Curriculum Development – First Reading

BP-3107: Degrees and Certificates – First Reading

These items were noted as information items.

ACTION ITEMS

Approval of Minutes

Motion No. 201401-06

Scott Stewart – M, Marty Cortez – S, to approve the minutes of the following meetings: Special Meeting to conduct Executive Session on August 28, 2013; Study Session of October 9, 2013; Regular Meeting of October 9, 2013; Study Session of October 17, 2013; Study Session of October 30, 2013; Study Session of November 7, 2013; Special Meeting to conduct Executive Session on November 13, 2013 and the Regular Meeting of November 13, 2013

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

Consent Agenda

Motion No. 201401-07

Scott Stewart – M, Marty Cortez – S, to approve the Consent Agenda as presented.

- 17.1 New Appointments
- 17.2 Adjunct Faculty Appointments
- 17.3 Temporary Appointments
- 17.4 Intergovernmental Agreements: Dual Enrollment for Charter Schools
- 17.5 Intergovernmental Agreements: Dual Enrollment for Public School Districts
- 17.6 Contract: Disabled Student Resources – Communication Arizona Interpreting Services – FY 2014
- 17.7 Contract: Disabled Student Resources – Communication Access Real-time Translation – FY 2014

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

Preliminary Budget Parameters for fiscal year 2014-2015

Executive Vice Chancellor David Bea gave the background information on this item. Dr. Bea noted that annually, the College prepares a budget based upon projected enrollment, revenues, expenses, and strategic priorities. The budget is developed through a series of Board actions and discussions that occur during the second half of the fiscal year.

Motion No. 201401-08

Brenda Even – M, Marty Cortez – S, to initiate the development of the fiscal year 2014-2015 budget based on preliminary revenue and expenditure assumptions.

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

Motion CARRIED.

Revision of BP-1101: Prime Policy

Modification of a Board policy usually takes in excess of three months due to the number of readings specified before the Board may take action. To strike a more efficient balance, it was suggested to retain a policy development process in which policies come to the Board for one reading and again for a vote. The ability to adopt policies on a shorter time frame is especially critical this year in order to address the areas necessary to meet HLC self-study requirements.

Motion No. 201401-09

Brenda Even – M, Scott Stewart – S, to approve the revised prime policy

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

Motion CARRIED.

Adjournment

The meeting adjourned at 8:15 p.m.

Secretary

Date

PimaCountyCommunityCollegeDistrict

Board of Governors

4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 2/5/14

Item Number: 15K

Item Title	Contact Person
Unapproved Minutes of the Study Session of January 27, 2014	Chancellor's Office (206-4747)

Recommendation:

The unapproved minutes of the Study Session of January 27, 2014 are submitted for approval.

Approval

Chancellor _____

Lee D. Lambert, J.D.

PIMA COUNTY COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD OPEN STUDY SESSION
MINUTES
January 27, 2014

A Study Session of the Pima County Community College District Governing Board was held on Monday, January 27, 2014 at 3:30 p.m. in the Community Board Room, C-105, at the District Office, 4905 E. Broadway Blvd., Tucson, AZ 85709-1005.

Persons in Attendance

Board Members:

David Longoria, Chair
Marty Cortez
Brenda Even
Sylvia Lee, Secretary
Scott Stewart

General Counsel

Jeffrey Silvyn

Recording Secretary

Gabriela De Echávarri

Administration/Staff

Lee Lambert
Deborah Yoklic

1. Call to Order
Board Chair David Longoria called the meeting to order at 3:40 pm.
2. Association of Community College Trustees (ACCT) Legislative Summit
CJ Karamargin, Vice Chancellor for Federal Government Relations and Public Information and Donna Martinez, Program Assistant provided the Board with information regarding the ACCT National Legislative Summit to be held February 10-14, 2014 in Washington, DC.
3. Bylaws Revisions
Board members reviewed and made grammatical and syntax changes to the structure of the articles of the Bylaws.
4. Revision of Board Policy 1401 – Governance
Board members reviewed and made grammatical changes to the structure of the Board Policy 1401.

Chairperson Longoria asked that a field for last review be included in Board Policy 1401.

5. Proposed Board Policy on the Chancellor's Role

This item was removed from the agenda as it requires further development.

Adjournment

The meeting adjourned at 4:35 p.m.

Secretary

Date

PimaCountyCommunityCollegeDistrict

Board of Governors

4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 2/5/14

Item Number: 16

Item Title	Contact Person
Consent Agenda	Chancellor's Office (206-4747)

Recommendation:

The Chancellor recommends to the Board that the following items be considered as Consent Agenda Items.

- 16.1 New Appointments
- 16.2 Adjunct Faculty Appointments
- 16.3 Temporary Appointments
- 16.4 Administrator Appointment
- 16.5 Faculty Regular Appointments for Fiscal 2015
- 16.6 BP-1403: Records Management, Retention and Disposition – Final Reading
- 16.7 BP-3105: Curriculum – Final Reading
- 16.8 BP-3106: Curriculum Development – Final Reading
- 16.9 BP-3107: Degrees and Certificates – Final Reading
- 16.10 Contract: Security Services

Approval

Chancellor _____
Lee D. Lambert, J.D.

PimaCountyCommunityCollegeDistrict

Board of Governors

4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 2/5/14

Item Number: 16.1

Item Title	Contact Person
New Appointments	Mark D. Ziska, Vice Chancellor for Human Resources, Interim (206-4586)

Recommendation:

The Chancellor recommends that the Board of Governors approve the following new appointments.

Justification:

The positions identified below are necessary for the College to deliver its programs and services. The individuals recommended for hire were selected following a competitive process unless noted otherwise.

Faculty:

O'Keefe, Kelly Effective: 8/20/14	Instructional Faculty DC	\$43,489
Winger, James Effective: 1/17/14	Instructional Faculty EC – 1 semester Administrative Appointment	\$21,101

Staff:

Heller II, Gerald Effective: 2/10/14	Trades Maintenance Specialist DO	\$18.53
La New, Jacquelyn Effective: 2/10/14	Student Services Specialist DC	\$18.53
Logan, Lauri Effective: 2/10/14	Support Technician NW	\$14.38
Monaco, James Effective: 12/12/13	Interim Head Football Coach WC	\$43,892
Rodriguez, Daniel Effective: 2/10/14	Student Services Specialist DO	\$18.53

(Continued)

PimaCountyCommunityCollegeDistrict

Board of Governors

4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 2/5/14

Item Number: 16.2

Item Title	Contact Person
Adjunct Faculty Appointments	Mark D. Ziska Vice Chancellor for Human Resources, Interim (206-4586)

Recommendation:

The Chancellor recommends these individuals as certified adjunct applicants. The Chancellor also recommends these individuals be approved for use as a pool of employees for current and future adjunct faculty assignments and as noted below as temporary non-credit instructors.

Justification:

The positions identified below are necessary for the College to deliver its programs and services. The individuals recommended for hire were selected following a competitive process unless noted otherwise.

Al' Amin, Bilal	Discipline(s)	Fitness and Wellness
Broader, Joanna S.	Discipline(s)	Business
Byrd, Rachael	Discipline(s)	Anthropology
Callen, Amanda	Discipline(s)	Respiratory Therapy
Edwards, Wanda M.	Discipline(s)	Business, Human Resources Management
Green, Scott R.	Discipline(s)	Environmental Technology, Geography
Karmikel, Carolyn	Discipline(s)	Speech Communication
Leyva, Melinda G.	Discipline(s)	Respiratory Therapy
Loveday, Tanja	Discipline(s)	Psychology
Martinez, Brenda D.	Discipline(s)	Pharmacy Technology
Maynard-Akers, Paula K.	Discipline(s)	Dental Hygiene
McCord, Judith E.	Discipline(s)	Nursing
Mercado, Mary E	Discipline(s)	Career and Professional Development
Moran, Brandon	Discipline(s)	Fitness and Sports Science
Patch, Emily	Discipline(s)	Anthropology
Peters, Michael L.	Discipline(s)	Sign Language
Raterink, Adam J.	Discipline(s)	Mathematics
Samadder, PhD, Partha P.	Discipline(s)	Chemistry
Sandberg, Karin	Discipline(s)	Therapeutic Massage
St. John, Amy S.	Discipline(s)	Education
Taylor, Joanne	Discipline(s)	History
Trujillo, Ernesto A.	Discipline(s)	Computer Information Systems
Webb, Alice K.	Discipline(s)	Nursing
Williams, Christopher	Discipline(s)	Machine Tool Technology

(Continued)

PimaCountyCommunityCollegeDistrict

Board of Governors

4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 2/5/14

Item Number: 16.3

Item Title	Contact Person
Temporary Appointments	Mark D. Ziska, Vice Chancellor for Human Resources, Interim (206-4586)

Recommendation:

The Chancellor recommends these individuals be employed as temporary employees. Once authorized by the Board of Governors, these individuals remain in a pool of employees for current and future temporary assignments for the next eighteen months.

Justification:

The College maintains a pool of qualified individuals available to provide services on short notice as the needs of the College change during the course of the fiscal year due to fluctuations in enrollment, program offerings and staffing levels.

Zarifah Agardy	Laboratory Assistant	Archaeology
Maxine Brown	Workforce Trainer	Continuing Education
Jamie Gonzales	Tutor I	Mathematics
Nadair Jenabzadeh	Laboratory Technician	Building Construction Trades
Ehren Keltz	Laboratory Assistant	Archaeology
Justin Langlois	Laboratory Assistant	Archaeology
Marlana Laughter	Tutor I	Writing
Derek Lookingbill	Office Aide	Digital Arts
Chester Manning	Workforce Trainer	Law Enforcement Academy
Sally Maurizi	Substitute Instructor	Adult Education
Megan McCaffrey	Library Services Technician	Library
Nicholas Meyers	Tutor I	Math and Science
Pamela Miller	Laboratory Assistant	Archaeology
Stephen Molinares	Laboratory Assistant	Archaeology
Sean Parsons	Laboratory Assistant	Archaeology
Nate Pillman	Tutor I	Writing
Robert Quackenbush	Workforce Trainer	Law Enforcement Academy
Diana Quijada	Auxiliary Aide	Disabled Student Resources
Abby Swanson	Library Services Technician	Library
Charles Wallum	Tutor I	Math and Science
Jeffrey Wick	Laboratory Assistant	Physics
James Zucco	Assistant Coach Golf	Athletics

(Continued)

PimaCountyCommunityCollegeDistrict

Board of Governors

4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 2/5/14

Item Number: 16.4

Item Title

Contact Person

Administrator Appointment

Mark D. Ziska,
Vice Chancellor for
Human Resources, Interim
(206-4586)

Recommendation:

The Chancellor recommends that the Board approve the Administrator appointments and requests that the Board authorizes the Chancellor or designee to sign the employment contracts on behalf of the College District. Employment is contingent upon candidates passing a criminal background check after offers have been made, accepted and before the first day of employment.

Moore, Ph.D., Quincy

Salary: \$114,950

Effective: 1/6/14

Education: Bachelor of Art, Business Administration, Sociology and Psychology, Culver-Stockton College, Canton, Missouri; Master of Science, Guidance & Counseling, University of Nevada – Las Vegas, Las Vegas, Nevada; Doctor of Philosophy, Counselor Education, Student Development, Non-Traditional Students Concerns and Community College Affairs, University of Iowa, Iowa City, Iowa.

Experience: Dr. Moore has two years experience as vice president of student affairs with Rhodes State College in Lima, Ohio; two years experience as vice president of student services with Palm Beach Community College in Palm Beach, Florida; five years experience as the dean of undergraduate studies and student support services with West Chester University in West Chester Pennsylvania; and, six years experience as an executive director of the Academic Success Center and assistant professor with Virginia Commonwealth University in Richmond, Virginia.

Recruitment Overview:

An external recruitment was conducted. Eleven candidates were reviewed by an advisory group. Three candidates were invited to interview and participate in forums. The finalist was recommended by Dr. Gwen Joseph, Interim Downtown Campus President.

Approvals

Contact Person _____


Mark D. Ziska

Chancellor _____

Lee D. Lambert, J.D.

**PimaCountyCommunityCollegeDistrict
Board of Governors**

4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 2/5/14

Item Number: 16.5

Item Title

Contact Person

Faculty Regular Appointments for Fiscal 2015

Mark Ziska,
Vice Chancellor for
Human Resources, Interim
(206-4624)

Recommendation:

The Chancellor recommends the Board of Governors approve the following faculty regular appointments for Fiscal 2015. Furthermore, the Chancellor recommends the Board authorize the Chancellor, or designee, to sign the employment contracts for faculty personnel on behalf of the College District.

Background:

As stated in the 2013/2014 *Faculty Personnel Policy Statement*, “a faculty member shall be offered a new contract for the ensuing academic or fiscal year unless s/he received notice otherwise on or before March 1.”

Instructional and Educational Support Faculty have been evaluated through student feedback. This part of the program will be followed by an annual performance evaluation conducted by supervising deans. The ongoing feedback and evaluation process is designed to strengthen instruction and educational support services at Pima Community College. The evaluation emphasizes responsiveness to student needs, support of successful instructional, counseling and library methods, and provides guidance toward continual improvement in teaching and other faculty work.

The Instructional and Educational Support Faculty listed on the attached pages are current full-time regular faculty and are recommended for regular appointment for Fiscal 2015. The contract, when issued, will stipulate appropriate terms and conditions, including but not limited to, salary, days of accountability and designation of instructional or educational support faculty status.

Approvals

Contact Person _____



Mark D. Ziska

Chancellor _____

Lee D. Lambert, J.D.

(Continued)

NAME

Aguilar EdD, Darla J
Allen, Jacqline Leigh
Alvine PhD, Ceanne Gale
Amavizca, Carmen F
Anderson, Brooke D
Anderson, Michele
Andujo, Emilia
Arbogast, Jean Marie
Arroyo, Antonio P
Atwell, Max R
Backes, Mark
Baddar PhD, Maha
Bandaranayake PhD, Hema Anura
Baron, Glenn
Barrowman, John Lloyd
Basford PhD, Tori R
Bautista, Yuko E
Becker Jr, Charles Henry
Beckman PhD, Kristina I
Bejarano, Sandra M
Berger, James B
Bessette, Bruce D
Bice, Kenneth J
Bishop, David R
Blake PhD, Cheryl K
Bock, Donald C
Boguszak, Matej
Brewer, Joseph McAdams
Brito, Monica Jean
Broneck PhD, Katherine L
Brown, Gigi
Brown, Theresa A
Brubaker, Galen W
Brumbaugh, Kelly F
Buck-Rodriguez, Margaret R
Bulikowski, Elyn E
Burge, April A
Burke PhD, Lonnie Dean
Cabello PhD, Christopher M
Caldwell, Ellen Ferrell
Campbell PhD, Teresa
Carranza PhD, Olga
Carreras, Mariana
Carrillo, Roman K
Casper, Roberta L
Castro-Salazar EdD, Ricardo
Challenger, Kathryn Lynch
Christensen PhD, Ann
Christie PhD, Nancy G
Christofferson, Carol
Cochran, Joshua Daniel
Cohen, Rebecca Andrea
Collins, John S
Comport, Eric R
Cook, Victoria
Cooper PhD, Gary A
Cortes, Barbara
Cortes-Torres PhD, Mayra Eliz
Couston, Rosanne M
Coyne, Janet B
Cramer PhD, Amy S
Cruikshank PhD, Guadalupe A
Cruz MD, Timothy E
Cueva, Carmen Elena
Cunningham, Robert F
Dal Pra, Joseph
D'Angelo, Fred Michael
Davis, Amy Catherine
De La Rosa PhD, James
Deering, Susan Jo
Delaune, James
Delgado-Duran, Francisco
Denfeld, Mic
Desjardin, Suzanne J
Di Pierro, Kathryn A
Dings, Randall D
Dobyns PhD, Susan D
Doran, Edward M
Dorsey, Shelly K
Dreyfus, Dino L
Duchicela, Kimlisa S
Duek PhD, Jody Lee
Duwel, Matthias
Dworin PhD, Joel E
Eichelberger, Erin
Elgutaa, Barbara E
Elias, Erika E
Evans PhD, Ronald J
Evans, John J
Farler, Janet J
Fay PhD, Noah P
Federico, Melania
Felty, Christina
Feuling, Katherine I
Fiello, Julia B
Fiero DA, Brad C
Figueroa, Patricia
Fike, Carolyn Gay
Files, Margaret K
Fitzpatrick, Joseph B
Flasch, Paul A
Flattley, Rita V

(Continued)

Foege, Andrea
Foth, Robert A
Frailey, Martha L
Franklin, Anne R
Franz, Melinda E
Fraychineaud, Kathy A
Gabbitas PhD, Jeffrey W
Galda, Duff C
Gall, Joy G
Gardiner, Patricia A
Gaw, Joseph James
Gers, Simone M
Glisovic Bensa, Mirjana
Goldkuhl, Bryan C
Golston, Margaret S
Goncalves-Shaner, Aurora Miota
Gonzales PhD, Gail
Gotwalt PhD, Eugene W
Gousseva PhD, Julia V
Graham, Andrea M
Graham, Darryl E
Grajeda, Elena M
Grede, Stephen T
Grill PhD, Mischala A
Grimm, Lori
Guajardo, Jennifer L
Gutierrez, Guadalupe A
Haber, Ann E
Hacker PhD, Wayne
Halvorson, Emily Margaret
Hamadou, Nancy
Han PhD, Chien
Harmelink, Virginia Ann
Harras, Jennifer Nichole
Harris, Marianne
Hays, Makyla Marie
Hellman PhD, Shawn I
Heywood, Mark R
Higgins, Perry
Hinojosa PhD, Manuel Matthew
Hodgkins, Lisa-Anne R
Holmberg, Maria A
Hong PhD, Lazaro M
Howe, Cynthia M
Ibanez-Murphy PhD, Carolina
Imad PhD, Mays
Infanti, Helen M
Infuso, Barry T
James Hernandez PhD, Francisca L
Jimenez, Anna Maria
Jones, Mary Ann
Jordan DC, Thomas Todd
Jurkowitz PhD, Lisa A
Katcher, Jennifer B
Katz, David A
Kaye, Debra Ann
Kelley PhD, Colleen
Kern PhD, Jacqueline Diane
Knight, James Lawrence
Kolchens PhD, Silvia
Kooshian, Andrea R
Kordich, John A
Krone DVM, Timothy M
Kuklin JD, Susan Beverly
Kusnir, Stephen J
Labuda, Joseph K
Lancaster, Cynthia A
Landry, Dennis C
Lang, William John
Langer PhD, Bradley David
Lawless, Patrick J
Lawrence PhD, Lisa Ann
Leon, Luis A
Levendusky, Mickey
Leverentz, Patricia L
Ley, Sandra Jean
Lopez, Irene R
Loumeau, Gregory J
Loustaunau, Sylvia Miriam
Lovio, Roxanna C
Ludt, Cydnee
Lueck PhD, Wade Christian
Lussier, Diane Cass
Mackie, Steven A
Mantilla PhD, Ana M
Marcelli, Jolene Wiczorek
Marcus, Sarah A
Marks, Linda C
Martin, Erica A
Martin, William B
Martinez, Uvaldo
McCloy, Molly A
McCoy-Stokes, Yolanda C
Mcilwaine PhD, MaryKris
McLaughlin, Barbara J
McLaughlin, Robert J
McNearney, Christina
Mechler PhD, Gary E
Meeks EdD, Denise
Mehtlan, Kirk D
Mellor PhD, Jessie Kosorok
Menendez PhD, Jose Maria
Meyers PhD, Karie A
Miller JD, John A

(Continued)

Miller, Jeffrey J
Miller, Patricia L
Miller, Tommie Regena
Milliken PhD, Josie L
Mills, Darrell K
Minke Ph.D., Mary A
Mitchell PhD, Karrie Denise
Moellenhoff PhD, Mark Stephen
Moore, Becky J
Morales, David A
Morales, Rosa I
Morris EdD, Frank Stanton
Morrison, Deborah K
Morrison, Eric
Munsen EdD, Randal H
Munter, Kathleen A
Murphy, Timothy Gary
Nair PhD, Padma
Nelson DMA, Mark A
Neubauer PhD, Jeffrey P
Ngovo EdD, Bernard L
Nolan, Michael J
Nuanes PhD, Luvy
O'Brien, Catherine M
O'Donnell, Joy D
O'Hara, Sarah
Olson PhD, Steven J
Osborn, James G
Otero, Inoka Hapugoda
Padilla, Bardo Daniel
Padilla, Charlette T
Park, Claire C
Parker PhD, Michael L
Paulick, Sandra R
Pawlicki, Reinhard S
Perry Schwartz, Eileen P
Petrites, Taralynn
Pickard PhD, Frank
Porter DA, Diann Renee
Pritchett, Susan M
Pyeovich PhD, Caroline Marie
Radloff PhD, Michael E
Randolph Jr, Wright N
Rangel PhD, Liz Consuelo
Raymond, David John William
Reeve, Catharine J
Repp PhD, Dianna L
Richard, Renee
Richards, Donna Lynne
Riel, Theresa M
Riggs, Glenda Ruth
Roberts Sr, Donald R
Rodieck PhD, Nahal
Rodriguez, Monique Apollonia
Rollins, Elizabeth Page
Romaniello, Stephen
Rosales, Anne Marie
Rosen JD, Richard P
Ross, Eric W
Rubenstein PhD, Carin
Sadatmousavi, Mehdi
Salazar, Tommy Moreno
Salmoni PhD, Steven Jay
Salzer PhD, Maureen
Sampogna, Michael
San Jule PhD, Susan J
Sandmann, Lloyd J
Sandoval, Yvonne M
Saphir, Erich
Schmidt PhD, Nancy
Schmidt, Russell William
Schmidt, Susi
Schnurr, Teddi G
Schoonmaker, Duke G
Scott DC, Kenneth Thomas
Segers, Kyley Faith
Segura, Abbie S
Selegue PhD, Thomas J
Sharp PhD, Leta
Shartsis, Trina A
Shayevich PhD, Alexander
Shelor EdD, Mary D
Sibayan, Mary F
Siddall, Delisa Y
Simmons-Myers, Ann
Smith, Edward D
Solorzano, Rosalia
Sotelo, Carolyn S
Sotomayor, Carlos D
Sovak PhD, Anthony T
Sparks, Raymond E
Spaulding, Nancy
Stack, Michael T
Stanley EdD, Clarence H
Stanley EdD, Theresa C
Stephen PhD, David V
Stephenson, David E
Stogsdill, Daniel D
Strong PhD, Carolyn Blythe
Sulger Psy.D., Pamela Paige
Sutherland, Dottie K
Sutton, Taliesin David
Swank, Kris
Talbot, Michael R

(Continued)

Tam, Karen K
Tarr, Julie C
Tashima, Hirotsune
Taylor, Agustin A
Taylor, Leslie
Thompson JD, Barbara
Tomasky, Thomas J
Tossell PhD, Renee F
Tousley, Charlotte A
Tveten, Michael S
Van Etten, Laura
Van Zandt PhD, Tineke
Vinton Jr., Juan Antonio
Vizard, Janet Karen
Vorndran PhD, Kenneth R
Wakefield, Robert Lewis
Walkinshaw, Robert
Wallace PhD, Lillian Marie
Walter, Pamela Anne
Watry, Judith A
Weeks, Wendy L
Werner PhD, Lisa A
Wikrent, Pollyanna
Wiley, Jennifer Lee
Williamson, David J
Wilson, Julianna C
Wing, David L
Winkel, Claire
Wolf, Odile Marguerite F
Youngo, Margarita
Yrun-Calenti, Cindy
Zhang PhD, Charles
Zimmerman PsyD, Gretchen Lou
Zurita, Teresiana



PimaCountyCommunityCollegeDistrict Board Policy

<i>Board Policy Title:</i>	Records Management, Retention and Disposition
<i>Board Policy Number:</i>	BP-1403
<i>Adoption Date:</i>	
<i>Revision Date(s):</i>	
<i>Schedule for Review & Update:</i>	Every three to five years
<i>Unit Responsible for Review & Update:</i>	Chancellor
<i>Sponsoring Unit/Department:</i>	Chancellor
<i>Motion Number:</i>	
<i>Legal Reference:</i>	ARS §41-151.14
<i>Cross Reference:</i>	

The Board of Governors delegates to the Chancellor the authority to establish and maintain an active, continuing program for the economical and efficient management, retention and disposition of the public records of the College, in accordance with the requirements and schedules established by the State of Arizona and the United States government. The Chancellor may delegate this responsibility to another appropriate office.



Pima County Community College District Board Policy

Recommendation: Combine BP-3105, BP-3106 and BP-3107

<i>Board Policy Title:</i>	Curriculum
<i>Board Policy Number:</i>	BP-3105
<i>Adoption Date:</i>	4/15/81
<i>Revision Date(s):</i>	12/20/00, 1/13/12, <u>11/19/13</u>
<i>Schedule for Review & Update:</i>	Annually
<i>Unit Responsible for Review & Update:</i>	Provost/ Executive Vice Chancellor for Academic and Student Services
<i>Sponsoring Unit/Department:</i>	Provost/ Executive Vice Chancellor for Academic and Student Services
<i>Motion Number:</i>	2500
<i>Legal Reference:</i>	
<i>Cross Reference:</i>	BP-3104, BP-3106 , BP-3107 , BP-3116, and BP-3117

Pima Community College will strive to evaluate the educational needs of its constituencies, develop appropriate instructional courses and programs to fill these needs, and eliminate those which are no longer meeting a significant need.

~~Pima Community~~ The College ~~will~~ offers the following types of credit courses: transfer, occupational, special interest, developmental, and workforce response and non-credit courses. The College offers the following types of non-credit courses: clock-hour, continuing education, adult education, and community education.

The College offers the following credit program credentials: associate degrees and certificates. The College offers the following non-credit, clock-hour credential: certificates. Specific course requirements necessary to obtain a degree or certificate shall be outlined in the College catalog.

The Board of Governors shall approve all new and deleted programs. The Board of Governors delegates to the Provost/Executive Vice Chancellor the responsibility to review and approve, on behalf of the District, all new, modified and deleted courses, and modifications to programs.

~~The College will strive to evaluate the educational needs of its constituency, develop appropriate instructional courses and programs to fill these needs, and eliminate those which no longer are meeting a significant need.~~



Pima County Community College District Board Policy

Delete BP-3106 as it is recommended to be combined with BP-3105

Board Policy Title: ~~_____~~ **Curriculum Development**

Board Policy Number: ~~_____~~ BP 3106

Adoption Date: ~~_____~~ 3/18/81

Revision Date(s): ~~_____~~ 12/20/00, 1/13/12

Schedule for Review & Update: ~~_____~~ Annually

Unit Responsible for Review & Update: ~~_____~~ Provost/ Executive Vice Chancellor for
Academic and Student Services

Sponsoring Unit/Department: ~~_____~~ Provost/ Executive Vice Chancellor for
Academic and Student Services

Motion Number: ~~_____~~ 2460

Legal Reference: _____

Cross Reference: ~~_____~~ BP 3105, BP 3107 and BP 3117

~~The Board of Governors shall approve all new programs, courses, pilot courses, modifications, and deletions to the curriculum.~~



Pima County Community College District Board Policy

Delete BP-3107 as it is recommended to be combined with BP-3105

~~Board Policy Title: Degrees and Certificates~~

~~Board Policy Number: BP 3107~~

~~Adoption Date: 4/15/81~~

~~Revision Date(s): 1/13/12~~

~~Schedule for Review & Update: Annually~~

~~Unit Responsible for Review & Update: Provost/ Executive Vice Chancellor for
Academic and Student Services~~

~~Sponsoring Unit/Department: Provost/ Executive Vice Chancellor for
Academic and Student Services~~

~~Motion Number: 2501~~

~~Legal Reference:~~

~~Cross Reference: BP 3117~~

~~The Pima County Community College District offers programs of study that lead to the following credentials:~~

- ~~1. Certificate. (Technical, Basic, Advanced) granted upon successful completion of a prescribed short-term program of study (less than 60 credit hours), of which at least six semester hours must be completed at Pima Community College.~~
- ~~2. Associate degree. (Associate of Arts, Associate of Science, Associate of Applied Arts, Associate of Applied Science, Associate of General Studies) a program of study of 60 or more credit hours, 15 hours of which must be earned at Pima Community College.~~

~~Specific course requirements necessary to obtain a certificate or degree shall be outlined in the College catalog.~~

PimaCountyCommunityCollegeDistrict

4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 2/5/14

Item Number: 16.10

Item Title	Contact Person
Contract: Security Services	William Ward II Vice Chancellor for Facilities (206-2617)

Recommendation:

The Chancellor recommends that the Board of Governors approve an increase to the contract with Blackstone Security Services to provide security services for the period July 1, 2013 through June 30, 2014. The contract costs will be increased from \$150,000 to \$280,000 for fiscal year 2014.

Justification:

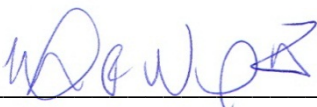
Due to a shortage of personnel, the College contracts with Blackstone Security Services, Inc. to provide security services at the following locations: El Rio Learning Center, El Pueblo Learning Center, 29th Street Coalition Center, West Campus, Downtown Campus, Northwest Campus, Community Campus, Desert Vista Campus, East Campus, and District Office. The College has contracted with Blackstone since July 2010 through a state cooperative agreement.

Increased requests for security and delays in filling Community Service Officer positions have led to increasing contracted security services in fiscal year 2014 above anticipated levels.

Financial Considerations:

The contract costs will not exceed \$280,000 for fiscal year 2014.

Approvals

Contact Person  _____
 William Ward

Chancellor _____
 Lee D. Lambert, J.D.

**PimaCountyCommunityCollegeDistrict
Board of Governors**

4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 2/5/14

Item Number: 17

Item Title	Contact Person
Amendment to Board Bylaws	Chancellor's Office (206-4747)

Justification:

In accordance with Board Bylaw, Article IX: Amendment to Bylaws, Section 1, the Board has requested to consider and vote on proposed amendments to the Bylaws.

Approval

Chancellor _____
Lee D. Lambert, J.D.



Pima County Community College District Board Bylaws

Bylaw Article Title: **Representatives to the Board**

Bylaw Article Number: III
Adoption Date: 2/8/95; 12/11/13
Revision Date(s): 3/13/96; 12/9/13; 1/24/14
Motion Number: 5300, 5452
Legal Reference: ARS 15-1445

There shall be ~~five~~ six non-voting representatives to the Board of Governors: one regular faculty representative and one adjunct faculty representative elected from the membership of the faculty-elected governing body (Faculty Senate);; one regular institutional support personnel representative and one temporary institutional support personnel representative elected from the membership of the staff-elected governing body (Staff Council); ~~and~~ one student representative elected from the membership of the campus student-elected governance bodies; and one administrator representative elected by the administrators. ~~A faculty representative from the regular full-time faculty shall be elected from the membership of the faculty-elected governing body (Faculty Senate); an institutional support representative from the regular full-time staff shall be elected from the membership of the staff-elected governing body (Staff Council); a student representative shall be elected from the membership of the campus student-elected governance bodies on an annual rotating basis of one campus per year. In addition, one administrator and one adjunct faculty member will be elected by their groups.~~ These non-voting representatives serve in an advisory role to the Board of Governors. ~~The Faculty Senate representative, the Staff Council, the Administrator and the Adjunct Faculty representative shall serve two-year terms. Student representative shall serve one-year term.~~ The Board representatives shall serve a one year term. Their reports at the regular meetings of the Board of Governors will contain brief highlights of their group’s activities during the preceding month and any positive recognition.

They may also comment on action items on the current agenda, include group concern(s) and offer suggestion(s) for consideration by the Board.



Pima County Community College District Board Bylaws

<i>Bylaw Article Title:</i>	Duties of Officers
<i>Bylaw Article Number:</i>	V
<i>Adoption Date:</i>	11/15/78; 12/11/13
<i>Revision Date(s):</i>	2/8/95; 12/9/13; 1/14/14
<i>Motion Number:</i>	1519; 5300
<i>Legal Reference:</i>	ARS 15-1443 and 15-1445

Section 1. The Chair of the Board shall perform the following duties:

1. In consultation with the Board and the Chancellor, plan the work of the Board and set Board priorities;
2. Preside at all meetings of the Board when possible;
3. Act on behalf of the Board when required by law or at direction of the Board by signing contracts and other official documents in the name of the Board;
4. Ensure that the Board undertakes and completes a yearly self-evaluation prior to the conclusion of the Chair’s term.
45. Sign communications from the Board, except where the Board decides otherwise;
56. Serve as or designate a Board member to represent the Board on occasions prescribed by law, state regulations or when assigned to do so by the Board;
67. Perform such other special duties as shall be prescribed by law or as vested in the Board Chair by the Board;

78. In the absence of the Secretary of the Board, the Board Chair shall be empowered to appoint the member present with the longest service on the Board to fulfill the obligations of the Office of the Secretary.
89. After consultation with the Board, appoint members to advisory committees which are created by the Board.
910. Act as the official spokesperson for the Board.

Section 2. The Secretary of the Board shall perform the following duties:

1. Sign the minutes and records of meetings of the Board and such other documents as directed by the Board;
2. In the absence of the Board Chair preside at Board meetings and, by action of the Board empowering the Secretary, assume responsibilities vested in the Board Chair;
3. Perform such other special duties as shall be prescribed by law, determined by lawful regulations or delegated to the Secretary by the Board.

Section 3. In the absence of both the Chair and Secretary of the Board, the Board member present with the longest service shall be empowered by the Board to perform the duties of the Board Chair.



PimaCountyCommunityCollegeDistrict Board Bylaws

<i>Bylaw Article Title:</i>	Meetings
<i>Bylaw Article Number:</i>	VI
<i>Adoption Date:</i>	11/15/78; 12/11/13
<i>Revision Date(s):</i>	11/21/79; 2/18/81; 5/18/83; 4/19/89; 2/8/95; 9/21/11; 12/9/13; 1/14/14
<i>Motion Number:</i>	1520; 1522; 1944; 2418; 3296; 4405; 5300
<i>Legal Reference:</i>	ARS 15-1443(B); ARS 38-431 through 38-431.03

Section 1. The regular meetings (as specified in ARS 15-1443) shall be held on the second Wednesday of every month at such time and place as the Board determines, unless otherwise ordered by the Board.

Section 2. Special meetings may be held at the request of the Chancellor, the Board Chair or upon request in writing by two Board members. The purpose of special meetings shall be to transact business or to study and discuss issues brought to the Board.

Section 3. In January of each year, the Board shall hold an annual meeting, as specified by ARS 15-1443(B), for the purpose of electing officers and conducting such other business as may be necessary. The annual meeting will be the first Governing Board meeting in January, unless the Chancellor and Board Chair designate a different January meeting as the annual meeting. The Board may also select representatives to various organizations and discuss the parameters of that appointment.

Section 4. A majority of all members of the Board shall constitute a quorum for the transaction of any business. A majority vote of the Board members present shall be required for any action to be taken. However, action may be taken only at meetings called pursuant to sections 1, 2 and/or 3 of this article; Board members

may participate by phone, online or by any other electronic means; no action shall be taken at meetings of advisory committees appointed by the Governing Board.

Section 5. Any Board member can request agenda items by forwarding them to the Board Chair and the Chancellor.

Section 6. The order of business for regular and special meetings shall be determined by the Chair and the Chancellor. The order of business and supporting materials shall be distributed to members of the Board five days in advance of the meeting, but in no case less than 24 hours prior to the meeting.

Section 7. The Chancellor of the College, or his or her designee, shall attend each regular and special meeting of the Board for the purpose of presenting business items and reports of interest to the Board.

Section 8. Minutes of regular Board meetings will be approved at the next regular Board meeting. Minutes of special meetings shall come to the Board for approval as soon as possible, and not later than sixty (60) calendar days. All minutes are posted to the College website following approval.



PimaCountyCommunityCollegeDistrict Board Bylaws

<i>Bylaw Article Title:</i>	Code of Ethics
<i>Bylaw Article Number:</i>	X
<i>Adoption Date:</i>	5/18/83; 12/11/13
<i>Revision Date(s):</i>	2/8/95; 12/9/13; 1/28/14
<i>Motion Number:</i>	3297; 5300
<i>Legal Reference:</i>	ARS sections 15-1444(A) and 15-1445; ARS 38-431.01 and 38-501 et. seq.

Section 1. General

Elected or appointed members of the Governing Board of the Pima County Community College District are representatives of the citizens of the county.

The Governing Board of the Pima County Community College District commits itself to the very highest legal and ethical conduct.

Section 2. Legal Powers and Duties

1. Carry out all requirements prescribed by the Arizona Education Code provisions and other local, state and federal laws, as they apply.
2. Operate within the guidelines set forth by the College’s accrediting agencies.

Section 3. Ethical Responsibilities

The Governing Board shall:

1. Recognize its duty is to represent the entire county and to make decisions,

which can benefit all constituents. Individual Board members should recognize the unique aspects of their geographic constituency when considering the needs of the entire District.

2. Accept the concept that each Board member is only one member of a five member educational team.
3. Recognize that the strength and effectiveness of the Board is as a Board, not as a group of individuals.
4. Assure the opportunity for high quality education for every student, within the fiscal limitations of the District.
5. Take official actions only in public sessions.
6. Maintain confidentiality of privileged information.
7. Recognize the unique contributions of representatives to the Board in the Board's deliberation of agenda items.
8. Delegate authority to the Chancellor as the Board's executive and confine Board action to policy determination, priority setting, planning, evaluation of College performance, and maintenance of the fiscal stability of the District.
9. Employ competent, trained personnel.
10. Insure an atmosphere in which controversial issues can be presented fairly and civilly and in which the dignity of each individual is maintained.
11. Respect the elected office and in no way misuse the power inherent in the office.
12. Recognize the responsibility to adhere to these ethical responsibilities.

Section 4. Conflict of Interest

Any board member who has, or whose relative has, a substantial interest in any decision, contract, sale, purchase or service to Pima Community College shall make known that interest in the official records of Pima Community College and shall refrain from voting upon or otherwise participating in any manner in such decision, contract, sale or purchase, as more particularly set forth in A.R.S. § 38-501 et. seq.

Section 5. Procedural Responsibilities

In keeping with the Governing Board's bylaws and policies, the Board asserts its responsibilities and:

1. Requests all employees, to avail themselves of all administrative remedies and complaint resolutions procedures before requesting Governing Board involvement.
2. Provides an opportunity for public comment at its regular meetings—for the general public, through the Public Comment section of the meeting; for employees, through representatives' reports. Unless the comment and information contained in these reports relates to agenda items, Board action is limited to directing staff to study and/or to schedule the matter for future consideration. All persons speaking at Board meetings will conduct themselves in a civil and respectful manner.
3. Recognizes the first amendment, freedom of speech principle, as fundamental to the operation of the District. ~~and that no~~ No employee representative of the District shall be subjected to economic or professional sanction for expressing his/her opinion in open meetings of the Board.
4. Asks that requests for information about Board actions be submitted through the Chancellor's Office.
5. Acknowledges the importance of employee and student understanding Governing Board members' roles and functions. To promote such understanding, the Governing Board affirms the following:
 - a) It is the policy of the Governing Board that the administration, faculty, staff and students of this District have the opportunity to participate, as appropriate, in the decision-making processes of the District.
 - b) The Governing Board acknowledges its responsibility to meet Arizona legal requirements regarding open meetings for public bodies.
 - ~~c) The Board acknowledges that its authority is legally vested only when the Board acts as a whole and that, as individuals, the members of this Board have no authority to mandate action on the part of the District. This policy shall, however, in no way restrict individual Board members from full and complete access to all of the campuses of the~~

~~District and to a complete range of inquiry to the Chancellor. The Chancellor will obtain information from the College employees and students so that the Board may be more fully informed and may properly exercise its responsibilities.~~

cd). All employees of the District are advised that the hiring, assigning, transferring, terminating or disciplining of employees will be handled according to established personnel policies through the office of Human Resources.

d). The Board acknowledges that its authority is legally vested only when the Board acts as a whole and that, as individuals, the members of this Board have no authority to mandate action on the part of the District. This policy shall, however, in no way restrict individual Board members from full and complete access to all of the campuses of the District and to a complete range of inquiry to the Chancellor. The Chancellor will obtain information from the College employees and students so that the Board may be more fully informed and may properly exercise its responsibilities.

The following protocols apply:

- i) Board members shall inform the Chancellor and the campus President prior to attending any meeting, function or visit at that campus or at one of its centers.
- ii) While on a College site, Board members shall not conduct personal or political business using any College resources.
- iii) Information requests that will involve more than four hours of College staff time, per request, shall require the agreement of a majority of the Board.

PimaCountyCommunityCollegeDistrict

Board of Governors

4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 2/5/14

Item Number: 18

Item Title	Contact Person
2014 Calendar of Study Session Meeting Dates	Chancellor's Office (206-4747)

The attached calendar of Study Session Meeting dates and locations for 2014 and January 2015 is submitted for review and approval.

Approval

Chancellor _____
Lee D. Lambert, J.D.

PIMA COUNTY COMMUNITY COLLEGE DISTRICT
Board of Governors
Study Session Meeting Dates and Locations for
2014 and January 2015

March 3, 2014	<u>Study Session</u> District Office Community/Board Room 4905 East Broadway Tucson, AZ 85709-1010
April 2, 2014	<u>Study Session</u> District Office Community/Board Room 4905 East Broadway Tucson, AZ 85709-1010
May 5, 2014	<u>Study Session</u> District Office Community/Board Room 4905 East Broadway Tucson, AZ 85709-1010
June 2, 2014	<u>Study Session</u> District Office Community/Board Room 4905 East Broadway Tucson, AZ 85709-1010
June 30, 2014	<u>Study Session</u> District Office Community/Board Room 4905 East Broadway Tucson, AZ 85709-1010
August 4, 2014	<u>Study Session</u> District Office Community/Board Room 4905 East Broadway Tucson, AZ 85709-1010

September 3, 2014

Study Session

District Office

Community/Board Room

4905 East Broadway

Tucson, AZ 85709-1010

September 29, 2014

Study Session

District Office

Community/Board Room

4905 East Broadway

Tucson, AZ 85709-1010

November 3, 2014

Study Session

District Office

Community/Board Room

4905 East Broadway

Tucson, AZ 85709-1010

December 1, 2014

Study Session

District Office

Community/Board Room

4905 East Broadway

Tucson, AZ 85709-1010

January 5, 2015

Study Session

District Office

Community/Board Room

4905 East Broadway

Tucson, AZ 85709-1010