NOTICE OF REGULAR GOVERNING BOARD MEETING

5:30 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 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.
     - Safety and Security Report
     - Meet and Confer Update
     - Delegation of Hiring Authority

6. Reports by Representative to the Board
   - The representatives to the Board will provide highlights of their group’s activities during the preceding month(s).
     - Student – Aaron Dinius
     - Temporary Staff – Joe Langlois
     - Staff – Don Harp
     - Adjunct Faculty – Carlo Buscemi
     - Faculty – Kimlisa Salazar Duchicela
     - Administrator – Michael Tulino

7. Academic Reports
   - HLC Progress
   - Developmental Education Update
   - Enrollment Management Update

   - Preliminary fiscal year 2013-14 results through March 2014.

Information Items

9. Separations from Employment

10. Student Aide Placements
    - Information item listing student aide placements: Julius Barraza, Brittany Escandon, Christopher Hernandez, Brandon Meyer, Lorena White Ruman.

11. Policy Changes
    - Information item listing the changes to Board Policies (BP) effective during the period March 1, 2014 through April 29, 2014. Changes are being made as part of the comprehensive review and reorganization of all policies.
Action Items

   • Information item to award a contract to Valley Newspapers for printing services and delivery of the Combined Credit/Non-Credit Schedules of Classes for Fiscal Year 2014-2015. The estimated total amount required is $58,069.

13. Approval of Minutes of the following meetings:
   A. Special Meeting to conduct Executive Session on April 16, 2014
   B. Regular Meeting of April 16, 2014
   C. Study Session of May 5, 2014

14. Consent Agenda

14.1 New Appointments
   • Administration is requesting approval to hire the following individuals: Iris Alfaro, Facilities Coordinator – DC; Kathy Ben, Program Assistant – WC; Shane Clark, Advanced Program Manager – CC; Michael Eakin, Community Service Officer – MS; Lanell Garbini, Community Service Officer – MS; Nadair Jenabzadeh, Laboratory Technician – DC; Rita Lennon, Instructional Faculty - Clinical Research Trial Coordinator – NWC; Esperanza Lumm, Program Manager – EC; Misty Manelos, Fiscal Support Specialist – WC; Maria Pereira, Instructional Faculty - Astronomy/Physics – EC; Ronald Peterson, Trades Maintenance Specialist – MS; Nelson Ruiz, Fiscal Support Specialist – DV; John Sainz, Community Service Officer – MS; Wendy Scheder-Black, Advanced Program Coordinator – CC; Rebecca Thifault, Community Service Officer – MS; Mariah Young, Laboratory Specialist – DV.

14.2 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: David R. Andrew, Biology; Marina Cholanian, Biology; Robert W. Oser, Culinary; John “Homer” Thiel, Anthropology, Archaeology.

14.3 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: Marcos Ameneiros, Office Aide – Student Life; Shanna Armenta, Classroom Model – Art; Samantha Biffar, Instructor – Continuing Education; Steven Eiselen, Tutor I – Mathematics; Tim Gard, Laboratory Assistant – Emergency Medical Technology; Maria
Action Items (Continued)

Iasillo, Laboratory Technician – Science; Alejandra Jacovo, Office Aide – Student Development; Jennifer Jeong, Laboratory Assistant – Emergency Medical Technology; Andrea Jones, Substitute Instructor – Adult Education; Danyelle Khmara, Office Aide – Writing; Lynden Kidd, Special Project Professional – Student Development; Christina Laurent, Instructor - Upward Bound; Jeremy Makar, Laboratory Assistant – Mathematics; Kaycee Petersen, Office Aide – Writing; Ericka Quintero, Event Assistant II – Performing Arts; Katarina Schwalenstocker, Laboratory Technician – Science; Tijuan Smith, Workforce Trainer – Workforce Development; Heather Smyser, Substitute Instructor – Adult Education; David Tineo, Instructor - Upward Bound; Matt Trapani, Office Aide - Information Center; Megan Tucker, Instructor - Continuing Education; Luis Vega, Student Services Advanced Specialist - Admissions.

14.4 Administrator Appointment
- Administration is requesting approval to hire the following individuals: Irene Robles-Lopez, Acting Vice President for Student Development.

14.5 BP-1102: Interpretation of Revised Policies – Final Reading
- Administration submits the final reading and Board approval of Board Policy 1102: Interpretation of Revised Policies.

14.6 BP-2301: Assessment and Development of College Facilities
- Administration is requesting approval of Board Policy 2301: Assessment and Development of College Facilities.

14.7 2015-2016 Academic Calendar
- Administration is requesting approval to accept the proposed 2015-2016 Academic Calendar. The calendar may be subject to revision if necessary, as approved by the Board.

14.8 Contract: Short Term Disability Insurance for Fiscal Year 2014-15
- Administration is requesting approval of a renewal of an agreement with Assurant Employee Benefits for Short Term Disability Insurance for the 2014-2015 fiscal year, the final renewal year of the College’s current contract. The projected premium of approximately $110,000 is based on Fiscal Year 2013-14 covered payroll.
Action Items (Continued)

14.9 Contract: Gas Cards
- Administration is requesting approval to increase the contract with Voyager Fleet Systems to provide gas cards and a gas card management system. The current contract is $125,000 and will be increased by $7,000. Contract costs will not exceed $132,000 for fiscal year 2014.

14.10 Contract: Marketing and Advertising Services, Fiscal Year 2014-15
- Administration is requesting approval to increase the contract to Gordley Group for the purchase of Marketing and Advertising Services for Fiscal Year 2014-2015. The total contract costs are not expected to exceed $200,000 for FY 2014-2015.

14.11 Contract: Enrollment Management Consultant
- Administration is requesting approval to enter into a contract with Collaborative Brain Trust (CBT) to provide services to assist Pima Community College in developing and implementing a Strategic Enrollment Management system. The cost of this contract is $108,680.

Other Action Items

15. Board of Governors' Finance and Audit Committee Charter Amendment and Appointment to Board of Governors' Finance and Audit Committee
- Administration recommends that the Board approve the amendment to the Board of Governor’s Finance and Audit Committee Charter Composition, and approve the appointment of eight community representatives and two Board Members to serve on the Board of Governors Finance and Audit Committee.

16. Fiscal Year 2015 Proposed Budget
- Parameters and assumptions for the proposed fiscal year 2015 budget including revenues, expenditures, and the timeline for publishing the budget in order to meet statutory requirements.

- Administration recommends that the Board of Governors approve the capital projects for fiscal years 2015 and 2016.

18. Fiscal Year 2014-15 Employee Salary Increases
- Administration recommends that the Board of Governors approve employee salary increases to be included in the proposed budget for fiscal year 2014-15.
Adjournment

Public Hearing  Special Meeting  Regular Meeting
June 11, 2014, 5:00 p.m.  June 11, 2014, 5:15 p.m.  June 11, 2014, 5:30 p.m.
District Office  District Office  District Office
Community/Board Room  Community/Board Room  Community/Board Room
4905 E. Broadway Blvd.  4905 E. Broadway Blvd.  4905 E. Broadway Blvd.
Tucson, AZ 85709-1010  Tucson, AZ 85709-1010  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.