A Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, November 13, 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
Colin Lynch, Student
April May Ramey, Student
Patricia Figueroa, Faculty
Kimlisa Salazar Duchicela, Faculty

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)
Brian Basgen, Assistant Vice Chancellor, Information Technology (Acting)
David Bea, Executive Vice Chancellor, Finance and Administration
Johnson Bia, President, Desert Vista Campus
Nina Corson, Academic Dean
Imelda Cuyugan, Assistant Vice Chancellor, Federal Government Relations
Charlotte Fugett, President, East Campus
Donna Gifford, Vice President of Instruction
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
Darla Jansen Lammers, Vice President of Instruction
Leticia Menchaca, Assistant Vice Chancellor of Student Development
Keith McIntosh, Vice Chancellor, Information Technology
Jerome Migler, Provost/Executive Vice Chancellor
Lorraine Morales, Vice President of Instruction
Brigid Murphy, Vice President of Instruction
Sheila Ortego, Interim President, Downtown Campus,
Ann Parker, Vice President of Student Development
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)
Mark Ziska, Interim Vice Chancellor for Human Resources
GENERAL MATTERS

Call to Order

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

Pledge of Allegiance

Marty Cortez led the Pledge of Allegiance.

Recognition Awards

Executive Vice Chancellor David Bea welcomed the honorees and recognized their achievements. Awards were presented to students, employees and community members. Dr. Bea thanked everyone for being there.

Public Comment

Public Comment

Jesse Flores addressed the Board regarding his positive experience with PCC Adult Education Program.

Maria Alejandra Salazar, Manuel Natera and Jessica Garcia addressed the Board regarding the In-State tuition for DACA recipients and thanked the Board for their support.

Ana Jimenez addressed the Board regarding representatives to the Board and referred to Board Bylaws pertaining to those Board Representatives. She also noted her concern about the October 9th minutes not reflecting the offer made by Board Chair to representatives to bring forward a concern or an idea to the Board at each meeting. She also requested that Board representatives be notified in advance when scheduling Board meetings.

Mary Mitchell addressed the Board regarding Adjunct Faculty not receiving a salary increase this year and asked that they are included in budget considerations in the coming year.

Reports

Governing Board Member Reports

Chairperson’s Report: Chairperson Even welcomed Zelema Harris as the new interim Executive Vice Chancellor for Institutional Effectiveness. Chairperson Even also spoke about how the college can be work together towards student success. She informed the Board has been focused on governance, achieving the dream, various HLC presentations. She also noted the Board has had several study sessions. She informed the Board is required by law to provide a 24 hour
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notice and commented the Board will try to inform the College through Pima All. She also noted they Board has been working on its’ Priorities. She also announce the next study session which the Board will be doing final work on its Bylaws, will be held Tuesday, November 19th at 5:00 in the Community Board Room. She also announced a member of the ACCT (American Association of Community College Trustees) will be working with the Board on the aforementioned issues. She announced also there will be a Board meeting on Wednesday, December 11th. She wished everyone a Happy Thanksgiving.

Board Member Cortez thanked the DACA and Developmental Education students who addressed the Board. She also expressed the Board is working hard trying to meet all the needs specific at this particular time specially those of the HLC. Ms. Cortes thanked Chancellor Lambert for his effort and guidance. She also thanked Dr. Migler for his efforts to bringing the College at this point on the HLC. Board Member Lee thanked those students who addressed the Board and congratulated the awardees. She also congratulated Regina Suitt and Kate Schmidt for their new dean roles. She also informed that study sessions are open meetings and anyone can attend.

David Longoria noted he embraces and supports the idea of not only shared and participatory but collaborative governance models. He also commented he is open to the idea of having advisory positions adjacent to the Board. Chairperson Even informed the Board will be voting on the Board Bylaws at the December meeting. She thanked Dr. Migler for his efforts and wished him luck.

Secretary to the Board Report: There was no report.

Chancellor’s Report

Chancellor Lambert thanked those students who addressed the Board. He informed he has been visiting campuses to meet with faculty, staff and students and noted he has encouraged Chancellor’s Cabinet members to do the same. He noted the College needs to make sure it provides all resources available for students to pursue their degrees and certificates.

He commented he met with Sylvia Manning, President of the Higher Learning Commission and share with her the work the
Board has been doing. He noted Dr. Manning shared the College has to make sure it provides evidence of change and behavior and that it has a system of accountability in place and shows evidence of doing it. He noted the College is moving in the right direction. He informed the Foundation luncheon took place with attendance of over 400 individuals. He noted he talked about the three main challenges the College is facing which are globalization, technology and accountability, trends which continue to grow across all sectors. He noted it is important how the College aligns, engages and performs with issues and noted the college has to do a better job about those three.

Chancellor Lambert informed he travel to Washington, DC to meet with the workforce development councils across the country to talk about best practices to get better performance for our communities. He noted the PIAAC report reveals that the country is getting behind in regards to Adult Education and the College needs to do a better job. He also thanked Adult Education faculty and staff for the great work they do. The Chancellor welcomed Dr. Zelema Harris, Interim Vice Chancellor for Institutional Effectiveness, Dr. Sheila Ortego, Interim Community Campus President and Mark Ziska, Interim Vice Chancellor for Human Resources for joining the College and thanked Dr. Jerry Migler, Provost for all he had done for the College and wished him well.

**Staff Representatives**

Staff Representatives Benetta Jackson reported on the Staff Council meeting of November 7. Highlights included the following: *Provost and Executive Vice Chancellor’s Report:* Dr. Jerry Migler, Provost, gave an update on the status of the HLC process. *Liaison Report:* Irma Federico, Director of Human Resources Services and Strategies, reported on recruitment statistics. *AFSCME Report:* Rose Bolz reported there will be a division meeting on November 16 at the West Campus. *ACES Report:* Julie Hecimovich reported on Meet and Confer topics as well as issues and concerns being gathered to report to the Board. *Council Report:* The group discussed what concern or idea they would like to bring forward to the Board. Staff Council Chair, ACES and AFCSME presidents will meet to come up with a concern or idea to present to the Board. *Campus/District Reports:* The Plus50 Program, which aims to help students who are 50 and over, was discussed. Next meeting will be December 5.
Benetta Jackson presented the following recommendation/concern: Staff Council would like to see administration and the Board of Governors establish or increase communication and transparency efforts. The enhancement should include shared governance. When policy is being developed, employee groups should have input on policy decisions.

Student Representatives

Student Representatives April May Ramey and Colin Lynch reported on recent events from each campus. Highlights included: Community Campus: Approximately 300 students attended the four presentations on the Affordable Care Act presented by the Pima Community Access Program at El Pueblo Library. Desert Vista Campus: Will host Coffee on the Go to initiate a meet and greet with staff and faculty. Downtown Campus will be sponsoring the Redhouse dancers on November 20th to celebrate Native American Heritage Month. East Campus will be holding a Veterans Day Pancake Breakfast on November 7th. Northwest Campus will be hosting a series of Emerging Leaders Workshops during the month. West Campus will be hosting multiple events to celebrate Native American Heritage Month. April May Ramey presented the following recommendation/concern: Students have many concerns in general but details are different; therefore, they are asking to be permitted to bring a general concern but with details from individual campuses once a month. She handed out the concerns in writing to the Board.

Faculty Representatives

Faculty Representatives Patricia Figueroa and Kimlisa Salazar Duchicela shared information about activities and communications that occurred at the November 1 meeting. Highlights included the following: Faculty Senate President’s Report: Joe Labuda thanked Perry Higgins and the registration committee. Senate Vice President Jeannie Arbogast gave an update on the pre-requisites committee where two major areas were determined: Banner enforcement of Pre-requisites and Reevaluation of math, reading and writing. PCCEA Update: sent out a survey report. PCCEA was asked to start Meet and Confer early. Chancellor’s Report: Chancellor Lambert introduced the new interim administrators. He also mentioned the Board is transitioning into another model called Policy Governance,
which will focus on accountability and student success.  

**Provost’s Report:** Provost Migler explained the changes and implantation of SPG-3501/AA.  

**Other Business:** AVC Deborah Yoklic presented BP-1403 Records Management, Retention and Dispositions. She explained the state requires the College to have a records management program. EVC for Finance Dr. David Bea gave an update on BP-2304 Smoking, e-cigarette and tobacco product use limitations on college property.

Kimlisa Salazar Duchicela noted she had been in attendance at Board’ study sessions and would like for an announcement of future sessions dates to be provided in advance. She also commented she would like to have handouts of the materials being reviewed as well as having the opportunity to talk as an advisor at those sessions.

Board Secretary Longoria thanked adjunct faculty members for being at the meeting and addressing the Board.

**Academic Reports**

**HLC Progress**  
Dr. Jerry Migler, Provost, provided and update on the HLC process. He announced there will be a gathering of the 14 committees to provide a broader context the status of the self-study. The meeting will be held at the 29th Coalition Center. Dr. Migler informed the process is on track and ahead of schedule in a number of areas.

Board member Stewart thanked Dr. Migler for his effective leadership on the HLC work.

**Developmental Education Update**  
Dr. Jerry Migler, Provost informed a steering committee has been formed by eight individuals which five of those are faculty members. He also noted a series of steps have been identified to work on.

**Plus50 Program**  
Charlotte Fugett, East Campus President, and Nancee Sorenson, Vice President of Student Development at East Campus, gave a presentation on the Plus50 Program, an initiative aimed to increase the number of student age 50 and older who complete degrees, certificates and not-for-credit credentials in workforce areas of healthcare, education and social services.
Sprint Program
Chancellor Lambert informed there will not be a report on the Sprint Program.

Financial Report – August 2013 Financial Statements
Dr. David Bea, Executive Vice Chancellor for Finance and Administration, reviewed the financial statements for the period ending September 2013. Dr. Bea noted the total net position at the end of August was $208 million, which is a decrease of about $6 million compared to the same time last year.

Information Items

Separations from Employment

Student Aide Hires

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

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

These items were noted as information items.

Action Items

Approval of Minutes

Motion to Approve Meeting Minutes

PASSES

Motion No. 7244

David Longoria – M, Sylvia Lee – S, to approve the minutes of the following meetings: Study Session on September 24, 2013; Special Meeting to conduct Executive Session on October 9, 2013.

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

The minutes from the Regular Meeting of October 9 were not approved due to concerns raised during public comment. These minutes will be resubmitted for approval at a later date.
Consent Agenda

Motion to Approve
Consent Agenda
PASSES

Motion No. 7245
David Longoria – 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  Administrator Appointments
17.5  Intergovernmental Agreements: Dual Enrollment – Public Schools
17.6  Intergovernmental Agreements: Dual Enrollment – Charter Schools

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

Internal Audit Plan 2013/2014 Fiscal Year

Motion to Approve
Internal Audit Plan 2013/2014 Fiscal Year
PASSES

Motion No. 7246
David Longoria – M, Marty Cortez – S, to approve the priorities of the Internal Audit Department consistent with the College’s goals and risks.

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

Board of Governors’ Finance and Audit Committee

Motion to Approve
Board of Governors’ Finance and Audit Committee
PASSES

Motion No. 7247
David Longoria – M, Sylvia Lee – S, to approve the creation of a Board of Governors Finance and Audit Committee and the associated Committee Charter

Vote: All Board members present voted “aye” by voice vote. None were opposed. Motion carried.
Motion to Approve Board of Governors Priorities for the College

PASSES

Motion No. 7248

David Longoria – M, Scott Stewart – S, to adopt the Board of Governors Priorities for the College. These priorities, which constitute a set of values about the intended impacts, outcomes and results of the College.

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

Adjournment

The meeting adjourned at 9:25 p.m.

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Secretary

___________________________________________
Date