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.

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Secretary

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Date