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 it 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