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 President, Facilities  
Darla Zirbes, President, Northwest Campus (Acting)  

(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
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<th>Motion to Approve Temporary Appointments</th>
<th>Motion No. 7253</th>
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<tr>
<td>PASSES</td>
<td>David Longoria – M, Marty Cortez – S, to approve Temporary Assignments.</td>
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Vote:  Board members present other than Chairperson Even voted “aye” by voice vote. Brenda Even — abstained. Motion carried.

**Approval of Temporary Appointments**

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<th>Motion to Approve Administrator Appointment</th>
<th>Motion No. 7254</th>
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<td>PASSES</td>
<td>Scott Stewart – M, Marty Cortez – S, to approve Administrator Appointment</td>
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Vote:  All Board members present voted “aye” by voice vote. None were opposed. Motion carried.

**Approval of Administrator Appointment**

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<th>Motion to Approve BP-2304: Smoking, E-Cigarette and Tobacco Product Use Limitations on College Property</th>
<th>Motion No. 7255</th>
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<tr>
<td>PASSES</td>
<td>Marty Cortez – M, David Longoria – S, to approve Board Policy 2304: Smoking, E-Cigarette and Tobacco Product Use Limitations on College Property</td>
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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**

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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 Motion No. 7257

PASSES

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