PIMA COUNTY COMMUNITY COLLEGE DISTRICT

The Annual/Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, January 8, 2014 at 5:30 p.m., in the Community/Board Room, District Central Office, 4905C E. Broadway, Tucson, AZ 85709-1010.

BOARD MEMBERS

Brenda Even, Chair
Marty Cortez
Sylvia Lee
David Longoria
Scott Stewart

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)
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
Imelda Cuyugan, Assistant Vice Chancellor, Federal Government Relations
Dolores Durán-Cerda, Sr. Assistant to the Provost
Charlotte Fugett, President, East Campus
Donna Gifford, Vice President of Instruction
John Gillis, Academic Dean
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
Leticia Menchaca, Assistant Vice Chancellor of Student Development
Keith McIntosh, Vice Chancellor, Information Technology
Lorraine Morales, Vice President of Instruction
Brigid Murphy, Vice President of Instruction
Ann Parker, Vice President of Student Development
Mary Ann Martinez Sanchez, Assistant Vice Chancellor for Academic Services
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)
GENERAL MATTERS

Call to Order

Brenda Even called the meeting to order at 5:40 p.m.

Pledge of Allegiance

Brenda Even led the Pledge of Allegiance.

A minute of silence was observed in remembrance of the victims of January 8, 2010.

NEW BUSINESS

Election of Board of Governors' Officers For 2014

Election of Chair of the Governing Board
Motion No. 201401-02

Brenda Even – M, Marty Cortez – S, that David Longoria serve as Chairperson of the Board of Governors of the Pima County Community College District in 2014.

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

Election of Secretary of the Board
Motion No 201401-03

Scott Stewart – M, David Longoria – S, that Sylvia Lee serve as a Secretary of the Board of Governors of the Pima County Community College District in 2014.

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

Election of Arizona Association of District Governing Board’s Representative
Motion No. 201401-004


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

Board member Even informed that a complaint had been received regarding the changing of the time for Board meetings and opened the issue for discussion.
Chairperson Longoria noted the decision was made out of respect to those individuals who regularly come to the meetings, and that often the meetings last until very late in the evening. He commented the change in time was to engage additional public participation and not alienate anyone. He noted that by the attendance (of tonight’s meeting) it seemed the change in time didn’t discourage individuals from coming.

Board member Cortez commented that other community organizations’ meeting times are set so individuals are not detained late in the evening or need to go home and come back to a meeting. She mentioned she thought 5:30 was a good time.

Board member Lee commented she researched on the internet various educational institutions and noted all have different times for their Board meetings, ranging from 3:30 to 6:30 pm. She said her concern was that individuals make it on time for the meeting and suggested the constituents be surveyed.

Board member Stewart commented he supports the new start time for the meetings; although he would prefer 6:00 p.m. Chancellor Lambert noted that in his experience at other institutions, start times ranged from noon to 5:00. He noted that is within the purview of the Board to ultimately make a decision.

Chairperson Even invited the public for comment.

Richard Fridena and Phil Silvers addressed the Board regarding the new start time of the meetings.

Chairperson Longoria noted that it seemed that the concern was not so much about the time, as for individuals to have an opportunity to address the Board during Public Comment. He suggested moving Public Comment right before Consent Agenda.

Board member Stewart commented he liked the idea but that two years ago Public Comment was moved down on the agenda but it was not well received.

Board member Cortez noted the Board could compromise and begin the meetings at 6:00 p.m. on a trial basis.

Board member Stewart suggested asking if there will be an objection starting at 6:00 p.m.

Board member Even asked the audience for their input.

Rita Flattley addressed the Board regarding her support of an electronic survey.

Mario Gonzales addressed the Board regarding the start time of the Board meetings.

Board member Even asked Board members what they wanted to do for the February meeting.
Chairperson Longoria noted the start time of Board meetings was not an Action Item on the Agenda and that the Board could not make a decision on the issue. He also commented the Board could make the decision about changing the time if they chose so.

Board member Even asked Legal Counsel, Jeffrey Silvyn to clarify if the start time was an issue of concern with the Arizona Revised Statutes. Jeffrey Silvyn informed there is nothing in the Statue when the Board meets; it’s the Board’s decision as to when it holds its meetings. He noted that in the Bylaws, The Chancellor and the Chair plan on the work of the Board.

Proposed Annual Calendar of Regular Board Meetings, 2014

Motion to Adopt Annual Calendar of Regular Board Meetings in 2014
Motion WITHDRAWN

David Longoria – M, Scott Stewart – S, to approve the proposed Board of Governors Meeting Calendar for 2014 with the start time of 6:00 pm.

Board Member Marty Cortez concurred with going with the 6 pm start time if that is the will of the majority of the Board but that a survey should be done to solicit feedback from the community and internal constituents prior to setting the time.

Board Member Sylvia Lee stated that she would like to maintain the 7 pm start time for the February meeting and utilize the time to do a survey online so that the constituents can weigh in and then at our February meeting see what our members

Motion to Adopt Annual Calendar of Regular Board Meetings in 2014
Motion No. 201401-05

Scott Stewart – M, Marty Cortez – S, to approve the proposed Board of Governors Meeting Calendar for 2014 but only set the time for the February meeting at 7:00 pm and future times to be determined.

Vote: All Board members present other than Chairperson Longoria voted “aye” by voice vote. David Longoria – opposed.
Motion CARRIED.

Recess

The meeting recessed at 6:03 p.m.

The meeting resumed at 6:15 p.m.
PUBLIC COMMENT

Carol Gorsuch addressed the Board regarding Financial Aid and Developmental Education.
Gwen Joseph, Interim President at Downtown Campus, introduced Downtown Campus Interim Vice President of Instruction, Dr. Quincy Moore.
Richard Fridena addressed the Board regarding transparency and accountability.
Rita Flattley addressed the Board regarding the Board’s study sessions and Board Policy 4001.
Mario Gonzales addressed the Board regarding the hiring of Mexican-Americans at the College.

REPORTS

Governing Board Member Reports

Chairperson’s Report: There was no report

Secretary to the Board Report: There was no report

Board Member Even gave an update on the work the Board is doing at its study sessions, including Board Priorities, Board Self-evaluation, Board Bylaws and Governance.

Chairperson Longoria thanked Dr. Even for her service as Chair of the Board and asked if she would continue working with the initiatives mentioned above. Dr. Even she would. Chairperson Longoria also noted a list of study sessions will be presented at the February meeting for the Board to approve.

Board members Cortez and Stewart also thanked Dr. Even for her service as Chair of the Board during the past year.

Chancellor’s Report

Chancellor Lambert wished everyone a Happy New Year. He informed that a row call and bell ring ceremony was held at all locations of the College to remember the victims of January 8, 2010. He noted mental health training sessions will be coordinated to enforce the great work the College is doing in terms of safety and security.

He informed he visited with Math faculty and staff at the West Campus Math Labs. He noted the phenomenal work they have done in the labs and re-designing the Math curriculum. He also visited a French class at the West Campus. He commented he enjoyed the dynamics of the class. He noted he would welcome invitations to sit in the classroom. Chancellor Lambert informed he met with a group of JTED and CTD from different school districts to find ways to strength the relationship between their organizations and the College.
The Chancellor commented Cheryl House, PCC Foundation Executive Director, received a 100,000 donation that will go toward family members of fallen veterans and first responders. Chancellor Lambert informed he and Board member Stewart visited the Automotive Department at Shoreline Community College in Shoreline, Washington.

Chancellor Lambert informed presidents of the Arizona Community Colleges Association will be asking for 17.8 million to fully fund the legislature’s statutory formula. He also noted the group is asking for a base funding that will go to all of the districts.

William Ward, Vice Chancellor for Facilities informed the College’s safe and assessment study has been completed by Security & Risk Management consultant firm. He is hopeful to have the final written report by the end of January. Then, it will be communicated to the community.

Mark Ziska, Interim Vice Chancellor for Human Resources provided information on the new Leadership Performance Assessment process. Chancellor Lambert noted he is committed to making sure the administrative group is diverse.

Chancellor Lambert informed the following bills have being dropped: Non-resident reimbursement, Community Colleges offering baccalaureate degrees and 4-inch pipes. He also noted there is a national movement that community colleges offer baccalaureate degrees.

Jeffrey Silvyn, provided information regarding College employees participating in non-college functions such as lobbying and recall efforts or any political activities. Employees of the College are not permitted to engage in such activities during working hours, use College resources or equipment.

Chancellor Lambert informed that after Dr. Jerry Migler left, he asked Dr. Zelema Harris, Interim Vice Chancellor for Institutional Effectiveness to oversee the daily operations of the Provost area.

Staff Representatives

There was no report.

Student Representatives

There was no report.

Faculty Representatives

There was no report.
Academic Reports

HLC Progress

Dr. Mary Ann Martinez Sanchez, Assistant Vice Chancellor for Academic Services, provided an update on the HLC process. She reviewed the areas that should be completed by September 2014. She informed HLC management team will be working with the Office of Public Information to develop a communications plan for internal and external constituents.

Developmental Education Update

Dr. Dolores Durán-Cerda, Sr. Assistant to the Provost, gave an update on the Developmental Education re-design. She informed the College will hold a session on Developmental Education session with Dr. Kay McClenny, Director of the Center for Community College Student Engagement and Dr. Byron McClenny, Director of Student Success Initiatives in the Community College Leadership Program of the University of Texas at Austin. She also informed Dr. Augustine Gallego, Chancellor Emeritus at San Diego Community College District, met with the Developmental Education steering committee to assist with ideas and provide information.


Dr. David Bea, Executive Vice Chancellor for Finance and Administration, reviewed the financial statements for the period ending November 2013. Dr. Bea noted that the total net position at the end of November was $236 million, which is a decrease of about $3.2 million compared to the same time last year. This decrease in net position is primarily due to construction costs for the new Northwest campus building.

INFORMATION ITEMS

Separations from Employment

Student Aide Hires

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

BP-3105: Curriculum – First Reading

BP-3106: Curriculum Development – First Reading

BP-3107: Degrees and Certificates – First Reading
These items were noted as information items.

**ACTION ITEMS**

**Approval of Minutes**

**Motion No. 201401-06**

Scott Stewart – M, Marty Cortez – S, to approve the minutes of the following meetings: Special Meeting to conduct Executive Session on August 28, 2013; Study Session of October 9, 2013; Regular Meeting of October 9, 2013; Study Session of October 17, 2013; Study Session of October 30, 2013; Study Session of November 7, 2013; Special Meeting to conduct Executive Session on November 13, 2013 and the Regular Meeting of November 13, 2013

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

**Consent Agenda**

**Motion No. 201401-07**

Scott Stewart – 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 Intergovernmental Agreements: Dual Enrollment for Charter Schools
17.5 Intergovernmental Agreements: Dual Enrollment for Public School Districts
17.6 Contract: Disabled Student Resources – Communication Arizona Interpreting Services – FY 2014
17.7 Contract: Disabled Student Resources – Communication Access Real-time Translation – FY 2014

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

**Preliminary Budget Parameters for fiscal year 2014-2015**

Executive Vice Chancellor David Bea gave the background information on this item. Dr. Bea noted that annually, the College prepares a budget based upon projected enrollment, revenues, expenses, and strategic priorities. The budget is developed through a series of Board actions and discussions that occur during the second half of the fiscal year.
Motion No. 201401-08


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

Revision of BP-1101: Prime Policy

Modification of a Board policy usually takes in excess of three months due to the number of readings specified before the Board may take action. To strike a more efficient balance, it was suggested to retain a policy development process in which policies come to the Board for one reading and again for a vote. The ability to adopt policies on a shorter time frame is especially critical this year in order to address the areas necessary to meet HLC self-study requirements.

Motion No. 201401-09

Brenda Even – M, Scott Stewart – S, to approve the revised prime policy

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

Adjournment

The meeting adjourned at 8:15 p.m.

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Secretary

_________________________________________
Date