The Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, February 5, 2014 at 7:00 p.m., in the Community/Board Room, District Central Office, 4905C E. Broadway, Tucson, AZ 85709-1010.

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

BOARD REPRESENTATIVES
Aaron K. Dinius, Student
Chris Meece, Student
Christopher Hauser, Staff
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)
David Bea, Executive Vice Chancellor, Finance and Administration
Johnson Bia, President, Desert Vista Campus
Nina Corson, Academic Dean
Dolores Durán-Cerda, Senior Assistant to the Provost
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
William Howard, Assistant Vice Chancellor, Business Services
Gwendolyn Joseph, President, Downtown Campus, Interim
C.J. Karamargin, Vice Chancellor, Public Information and Federal Government Relations
Darla Jansen Lammers, Vice President of Instruction
Keith McIntosh, Vice Chancellor, Information Technology
Lorraine Morales, Vice President of Instruction
Brigid Murphy, Vice President of Instruction
Sheila Ortego, President, Community Campus, Interim
Ann Parker, Vice President of Student Development
Mary Ann Martinez Sanchez, Assistant Vice Chancellor for Academic Services
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, Vice Chancellor, Human Resources, Interim
GENERAL MATTERS

Call to Order

David Longoria called the meeting to order at 7:00 p.m.

Pledge of Allegiance

David Longoria led the Pledge of Allegiance.

PUBLIC COMMENT

There was no public comment.

Dr. Brenda Even approached the podium and addressed the audience. She thanked everyone for the hard work they’ve done.

REPORTS

Governor Board Member Reports

Chairperson’s Report:
Chairperson Longoria informed all Board members will be attending the ACCT National Legislative Summit in Washington to be held the week of February 10, 2014. Chairperson Longoria noted they will be meeting with members of the Arizona Delegation. David Longoria also informed the results of the survey regarding the proposed time of the Board of Governors regular meetings will be announced at the March meeting. He also informed that Information Item BP -1103: Role and Responsibility of the Chancellor – First Reading will be pulled from the agenda because it’s still being revised.

Secretary to the Board Report:
There was no report

Marty Cortez noted that there was a very good attendance at the Spring HLC Meeting Update held at the 29th Street Coalition Center on January 1st.

Chancellor’s Report

Chancellor Lambert reported that he met with TUSD and Korean officials for the College to become a partner in the Korean Student Ambassador program for Korean students who come to the United States. The College will be partnering with TUSD.

Chancellor Lambert informed that he met with Karen Solomon, Vice President of Accreditation with the HLC, to discuss the probation process, timelines and expectations. He noted the College is moving in a positive direction.
The Chancellor shared information about a College report he will deliver to the community which will include bridging gaps, alignment, engagement, accountability and probation. Board member Sylvia Lee suggested talking about demographics when the report is presented to the community.

Chancellor Lambert informed he will be holding Campus office hours at campuses and centers on a rotating and regular basis, which already started at West Campus. He commented he will be meeting with department chairs and campus presidents to discuss strengthening bonds between faculty and administrators and to do better by the students. He noted he asked District administrators to focus more on the campuses.

He noted that an Executive Council has been created to drill issues before they are taken to Chancellor’s Cabinet.

Chancellor Lambert informed he will begin the process to fill on a permanent basis the campus presidents’ vacancies.

The Chancellor announced that the PCC Futures Conference will be held February 18 and encouraged everyone to participate.

Chancellor Lambert informed he attended the Workforce Development Institute Conference and announced the College will be re-connecting with the Goodwill Industries of Southern Arizona to enter into a partnership. He also noted there will be an opportunity for a grant if the College is accepted into National Aerospace Consortium.

Mark Ziska, Interim Vice Chancellor for Human Resources, informed the Meet and Confer process started with a three day Interest Collaboration training conducted by the UA Eller School of Management. He noted over 30 employees representing, non-exempt, exempt staff, faculty and administrators from the College met to address the most pressing issues about Human Resources Governance and issues related to achieving HLC accreditation.

William Ward, Vice Chancellor for Facilities and Manny Amado, Acting Chief of Police, provided information on the results of the Security and Threat Assessment report.

**Staff Representatives**

Christopher Hauser, Chair of Staff Council, provided a reported on the Staff Council meeting of January 9. Highlights included the following: **Chancellor’s Report:** Chancellor Lambert discussed the overall goals and direction of the College. **Provost’s Report:** Dr. Zelema Harris, Executive Vice Chancellor for Institutional Effectiveness, discussed several areas that are important for the College including: Enrollment Management, Leadership Academy, HLC planning and strategic plans. **Liaison Report:** Mark Ziska, Interim Vice Chancellor for Human Resources, presented the Strategic Planning model and discussed issues that need to be implemented and corrected. He announced that Meet and Confer will start with all employee groups working together in Interest Based Collaboration. **AFSCME**
**report:** Delso Bosquez informed the interest based collaboration meeting with all employee groups took place from January 14 – 16. **ACES Report:** There was no report. **Council Report:** Dr. Harris and Julie Hecimovich reported on last month’s Board of Governors meeting. **Campus/District Reports:** East Campus acquired a grant through AARP to assist students over the age of 50 (Plus 50 Encore Completion Program). On behalf of Staff Council, he presented the following concern/idea: Chancellor’s Cabinet should include employee group representatives.

**Student Representatives**

Student Representatives Chris Meece and Aaron Dinius reported on recent events from each campus. Highlights included: **Community Campus:** Student Leadership Councils have begun the Adult Education winter class sessions. **Desert Vista Campus:** Student Life will be holding a Students Welcome Week on February 26th. **Downtown Campus** will be helping to celebrate Black History & Heritage Month. **East Campus** will be holding the Emerging Leaders Program on Friday, February 28th. **Northwest Campus** will be holding an Art Gallery Contest. **West Campus** students will be attending the annual National Collegiate Leadership Conference at the University of Arizona on February 14-16. Student representatives did not present a recommendation/concern to the Board.

**Faculty Representatives**

Faculty Representatives Kimlisa Salazar Duchicela shared information about activities and communications that occurred at the January 17th meeting. Highlights included the following: Senate elections for officers were held. Senate it's awaiting on changes to Board representation as it will require changes in Senate’s charger. She announced the following results: Joe Labuda, President; Kimlisa Salazar Duchicela, President Elect and Representative to the Board; Patricia Figueroa, Vice President.

**Other Business:** Jeannie Scott, Director of Curriculum and Articulation Services; Steve Grede; Instructional Faculty and Fred D’Angelo, Instructional Faculty provided a presentation on the definitions of credit hour. Next meeting will be held February 7th. Faculty Senate did not present a recommendation/concern to the Board.

**Academic Reports**

**HLC Progress**

Dr. Mary Ann Martinez Sanchez, Assistant Vice Chancellor for Academic Services, provided an update on the HLC Self-Study and reviewed its goals and timeline. She also provided information on the basic evaluation process. She also informed there will be a link, on the College’s website, where comments can be made to the HLC. She also noted those comments will be sent directly to the HLC and will not be available to be viewed on the College’s website.
Developmental Education Update
Dr. Dolores Durán-Cerda, Senior Assistant to the Provost, provided an update on the status of the Development Education Redesign. She informed the College held an all-day workshop on with Drs. Kay and Byron McClenney nationally recognized experts on Developmental Education. She also commented the committee will be work on drafting a plan based on the outcomes of the McClenneys workshop, best practices, benchmarking and consulting with Student Services Review Team.

Enrollment Management
Deborah Yoklic, Assistant Vice Chancellor, informed the College will begin to develop an institution-wide, strategic enrollment management plan with goals aligned with the Colleges’ mission and values.

Student Services Review
Michael Tulino, Northwest Campus Vice President of Student Development and Valerie Vidal, West Campus Student Services advanced Specialist, provided a brief update on the progress of Student Services Review work. He noted data is being compiled from the surveys that were conducted and that the group will continue integrating with Enrollment Management and Development Education Groups.

Dr. David Bea, Executive Vice Chancellor for Finance and Administration, reviewed the financial statements for the period ending December 2013. Dr. Bea noted that the total net position at the end of December was $233 million, which is a decrease of about $3.7 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-1103: Role and Responsibility of the Chancellor – First Reading
This item was pulled from the agenda.

BP-1401: Governance – First Reading
These items were noted as information items.
ACTION ITEMS

Approval of Minutes

Motion No. 201402-02

Brenda Even – M, Sylvia Lee – S, to approve the minutes of the following meetings: Study Session of November 19, 2013; Special Meeting to conduct Executive Session on November 19, 2013; Study Session of December 2, 2013; Special Meeting to conduct Executive Session on December 2, 2013; Special Meeting to conduct Executive Session on December 11, 2013; Special Meeting of December 11, 2013; Study Session of December 16, 2013; Special Meeting to conduct Executive Session on December 16, 2013; Special Meeting to conduct Executive Session on January 8, 2014; Annual and Regular Meeting of January 8, 2014 and the Study Session of January 27, 2014.

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

Consent Agenda

Motion No. 201402-03

Marty Cortez – M, Sylvia Lee – S, to approve the Consent Agenda as presented.

16.1 New Appointments
16.2 Adjunct Faculty Appointments
16.3 Temporary Appointments
16.4 Administrator Appointment
16.5 Faculty Regular Appointments for Fiscal 2015
16.6 BP-1403: Records Management, Retention and Disposition – Final Reading
16.7 BP-3105: Curriculum – Final Reading
16.8 BP-3106: Curriculum Development – Final Reading
16.9 BP-3107: Degrees and Certificates – Final Reading
16.10 Contract: Security Services

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

Amendment to Board Bylaws

Motion No. 201402-04

Brenda Even – M, Scott Stewart – S, to approve the amendments to the Board Bylaws.
Vote: All Board members present voted “aye” by voice vote. None were opposed. Motion CARRIED.

2014 Calendar of Study Session Meeting Dates

Motion No. 201402-05

Marty Cortez – M, Brenda Even – S, to approve the proposed Board of Governors Study Session meeting dates for 2014. With the exception of April 2nd which will be moved to April 1st, 2014.

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

Adjournment

The meeting adjourned at 9:35 p.m.

___________________________________________
Secretary

___________________________________________
Date