PIMA COUNTY COMMUNITY COLLEGE DISTRICT

The Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, May 14, 2014 at 5:30 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, Secretary
Scott Stewart

REPRESENTATIVES TO THE BOARD

Aaron K. Dinius, Student
Joe Langlois, Temporary Staff
Don Harp, Staff
Carlo Buscemi, Adjunct Faculty
Kimlisa Salazar Duchicela, Faculty
Michael Tulino, Administrator

RECORDING SECRETARY

Gabriela De Echávarri

GENERAL COUNSEL

Jeffrey Silvyn

ADMINISTRATION

Lee Lambert, Chancellor
Louis Albert, President, West Campus
Manny Amado, Executive Director Public Safety
David Bea, Executive Vice Chancellor, Finance and Administration
Terra Benson, Executive Director of Financial Aid
Nina Corson, Academic Dean
Aubrey Conover, Vice President of Student Development
Imelda Cuyugan, Assistant Vice Chancellor for State and Local Government Relations
Dolores Durán-Cerda, Senior Assistant to the Provost
Charlotte Fugett, President, East Campus
Diane Groover, Assistant Vice Chancellor, Finance
Gwendolyn Joseph, President, Downtown Campus, Interim
William Howard, Assistant Vice Chancellor for Business Services
C.J. Karamargin, Vice Chancellor, Public Information and Federal Government Relations
Darla Lammers Jansen, Vice President of Instruction
Karrie Mitchell, Assistant Vice Chancellor of Student Development
Lorraine Morales, Vice President of Instruction
Brigid Murphy, Vice President of Instruction
Sheila Ortego, President, Community Campus, Interim
Sheila Ortego, President, Community Campus (Acting)
Ted Roush, Vice President of Instruction
Mary Ann Martinez Sanchez, Assistant Vice Chancellor for Academic Services
Nancee Sorenson, Vice President of Student Development
Edgar Soto, Executive Director of Athletics
Heather Tilson, Executive Director for Enrollment Management
William Ward, Vice Chancellor, Facilities
Deborah Yoklic, Assistant Vice Chancellor
Darla Zirbes, President, Northwest Campus (Acting)
GENERAL MATTERS

Call to Order

David Longoria called the meeting to order at 5:35 p.m.

Pledge of Allegiance

David Longoria led the Pledge of Allegiance.

Chairperson Longoria exercised the privilege to move Item 15 Board of Governors’ Finance and Audit Committee Charter Amendment and Appointment of Board of Governors’ Finance and Audit Committee to the beginning of the Agenda right after Public Comment.

PUBLIC COMMENT

Rita Flattley addressed the Board and presented the results of PCCEA elections, President Julia Fiello; Vice President and Chief spokesperson, Nan Schmidt; Secretary, Duff Galda; Treasurer, Matej Boguszak; Membership Coordinator, Delisa Siddall and the following campus representatives, Matej Boguszak, Community; Barbara McLaughlin, Desert Vista; Bardo Padilla and David Stephenson, Downtown; Rita Flattley and Irene Lopez, East; Greta Buck-Rodriguez, Northwest and Scott Collins and Mark Nelson, West. These terms will begin September 1st.

15. Board of Governors' Finance and Audit Committee Charter Amendment and Appointment to Board of Governors' Finance and Audit Committee

Motion No. 201405-02

Sylvia Lee – M, Brenda Even – S, to approve the amendment to the Board of Governor’s Finance and Audit Committee Charter Composition, and approve the appointment of eight community representatives and two Board Members to serve on the Board of Governors Finance and Audit Committee.

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

REPORTS

Governing Board Member Reports

Chairperson’s Report:
Chairperson David Longoria reported on the last Study Session held May 5th. This session was devoted to the HLC process conducted by Drs. Zelema Harris and Mary Ann Martinez Sanchez. Chairperson Longoria noted that this year’s graduation will be a record setting one
for the third year in a row with almost 3,800 graduates and 6,000 certificates and degrees conferred and invited everyone to attend on May 22. He also announced the College will be creating a new Human Resources Advisory Group which will be led by Board members Brenda Even and Marty Cortez, General Counsel Jeffrey Silvyn and Assistant Vice Chancellor Deborah Yoklic.

Secretary to the Board Sylvia Lee acknowledged and thanked Student Representative to the Board Aaron Dinius for his role as a keynote speaker at Multicultural Convocation.

Board member Cortez noted the Preventing Sexual Harassment Training sessions are well attended and been very informative and thanked Chancellor Lambert for leading the training.

Board member Even noted there are two items regarding policy changes. She thanked Jeffrey Silvyn and Debora Yoklic for their work and all those who have made a contribution to the revisions of policies. Dr. Even also noted that the AADGB has a variety of positive issues for the future which she will be reporting as they occur.

Chancellor’s Report

Chancellor Lambert began his report by noting that near the end of the academic year he wanted to acknowledge faculty, staff, student and administrators for their hard work and efforts to keep the College running and bringing it to a new level.

Other highlights included:

- The College is facilitating the training sessions on Preventing Sexual Harassment which have been well attended.
- Attended Multicultural Convocation, Nursing Program Pinning and Candlelight Ceremony. He thanked all those who work on organizing these events.
- Tucson Regional Economic Opportunities (TREO) published their new strategic blueprint which emphasizes the creation of 40,000 jobs in Southern Arizona, which means creating 8,000 a year. He was part of the Talent Sub-Committee.
- Continues to hold office hours at the campuses and centers.
- The draft of the Strategic Plan is out.
- A consultant will be coming to look at the College’s enrollment management.
- A process will start to create a Facilities Master Plan.
- A consultant group will be looking at the HR systems for optimization and efficiency.
• Announced David Doré will be the new president at the Northwest Campus. He thanked Darla Zirbes for her leadership over the last year.

• Background checks are being conducted for those finalists for the Provost position.

William Ward, Vice Chancellor for Facilities and Manuel Amado, Chief of Police gave an update on security and safety. William Ward provided Police Department recruitment statistics and noted the College’s emergency response plan review is ongoing. Chief Amado informed a mission statement, vision and values was created and shared with employees. He also noted the College’s alert system will be tested in the Fall semester.

Mark Ziska, Interim Vice Chancellor for Human Resources, provided an update on Meet & Confer process. He informed PCCEA, ACES and AFSCME are almost finished signing agreements. He also noted there is discussion to go into multi-year agreements some with items reviewed as needed within the multi-year timeframe.

Jeffrey Silvyn, General Counsel, outlined the issues related to delegation of hiring authority. In recent years the practice has been that none begins working for the college until their names are brought forward to the Board for approval. This situation creates a delay and has been a source of frustration for many departments. A benchmarking was conducted showing that PCC has a more restrictive approach than other community colleges within the state. Based on that information a proposal will be created to bring the college hiring processes more into alignment with other institutions and to maintain an appropriate balance between being competitive and hiring on a timely manner. This proposal will allow the College to make efficient hiring decisions and then seek ratification by the Board. All this will occur while the Board still continues to approve the budget pool for all positions. The Board is where authority resides to approve employment.

Chancellor Lambert ended his report by noting that Karen Smith was recognized by the Sheriff’s Department at the Volunteer Awards Ceremony-Inmate Programs for her work on behalf of the college with the corrections department. He also noted he attended the Adult Family Literacy End-of-Year Celebration.

Reports by Representative to the Board

Student – Aaron Dinius
Student Representative Aaron Dinius highlighted student sponsored activities at each of the campuses. Students did not present a recommendation/concern to the Board.

Temporary Staff – Joe Langlois
Temporary Staff Representative Joe Langlois reported on the May 7 meeting. Temporary Staff did not present a recommendation/concern to the Board.
Staff – Don Harp
Staff Representative Don Harp reported on the May 1 Staff Council meeting. Staff Council presented the following recommendation/concern: Many members of ACES, AFSCME and Staff Council would like to see the Step Progression Plan revised to reflect a more fair and balanced system.

Adjunct Faculty – Carlo Buscemi
There was no report.

Faculty – Kimlisa Salazar Duchicela
Faculty Representative Kimlisa Salazar Duchicela reported on the May 2 Faculty Senate Meeting. Faculty Senate did not present a recommendation/concern to the Board.

Administrator – Michael Tulino
Administrator Representative Michael Tulino presented the administrators’ report. Administrators did not present a recommendation/concern to the Board.

Academic Reports

HLC Progress
Mary Ann Martinez Sanchez, Assistant Vice Chancellor for Academic Services, begun by thanking all those involved on the HLC self-study report. She noted that the draft of the self-study report was released on May 12 which will be open for public comment until June 1. She clarified the process for third-party comments which will go directly to the HLC and will be open for public comment from May 1 through August 1. She noted the College will not have access to those comments and will not see those comments.

Developmental Education Update
Dolores Durán-Cerda provided a brief overview of the Developmental Education redesign and informed the College will be implementing the plan the fall. She thanked the members of the committee who collaborated on this effort, Dr. Zelema Harris and Chancellor Lambert.

Enrollment Management Update
There was no report.


Dr. David Bea, Executive Vice Chancellor for Finance and Administration, reviewed the financial statements for the period ending March 2014. Dr. Bea noted that the total net position at the end of March was $211 million, which is a decrease of about $1 million compared to the same time last year.
INFORMATION ITEMS

Separations from Employment

Student Aide Hires

Policy Changes

Contract: Combined Credit/Non-Credit Schedules of Classes for Fiscal Year 2014-2015

These items were noted as information items.

ACTION ITEMS

Contract: Combined Credit/Non-Credit Schedules of Classes for Fiscal Year 2014-2015

Motion No 201405-03

Scott Stewart – M, Marty Cortez – S, to approve the contract for combined Credit/Non-Credit Schedules of classes for FY 2014-2015.

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

Approval of Minutes

Motion No. 201405-04

Marty Cortez – M, Scott Stewart – S, to approve the minutes of the following meetings: Special Meeting to conduct Executive Session on April 16, 2014; the Regular Meeting of April 16, 2014 and the Study Session of April 16, 2014.

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

Board Member Even requested that Item 14.1 New Appointments be pulled and voted on separately.
Consent Agenda

Motion No. 201405-05

Scott Stewart – M, Sylvia Lee – S, to approve the Consent Agenda as presented (except for item 14.1).

14.2 Adjunct Faculty Appointments
14.3 Temporary Appointments
14.4 Administrator Appointment
14.5 BP-1102: Interpretation of Revised Policies – Final Reading
14.6 BP-2301: Assessment and Development of College Facilities
14.7 2015-2016 Academic Calendar
14.8 Contract: Short Term Disability Insurance for Fiscal Year 2014-15
14.9 Contract: Gas Cards
14.10 Contract: Marketing and Advertising Services, Fiscal Year 2014-15
14.11 Contract: Enrollment Management Consultant

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

New Appointments

Motion No 201405-06

Scott Stewart – M, Sylvia Lee – S, to approve new hires.

Vote: All members present other than Board member Brenda Even vote “aye” by voice vote. Brenda Even – abstained. Motion CARRIED.

Other Action Items

Fiscal Year 2015 Proposed Budget

Motion No. 201405-07

Scott Stewart – M, Brenda Even – S, to approve the fiscal year 2015 proposed budget to be published in the Arizona Daily Star on May 23, and June 2, 2014 according to statutory requirements; and to conduct a public hearing and a special board meeting for the purpose of adopting the budget and setting property tax rates and levies on June 11, 2014.

Vote: All Board members present voted “aye” by voice vote. None were opposed. Motion CARRIED.
Capital Budget Plan for Fiscal Years 2015 and 2016

Motion No. 201405-08

Scott Stewart – M, Marty Cortez – S, to approve the capital projects for fiscal years 2015 and 2016.

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

Fiscal Year 2014-15 Employee Salary Increases

Motion No. 201405-09

Sylvia Lee – M, Brenda Even – S, to approve: 1) 3.0 percent increases to the regular employee salary pools; and 2) an adjunct faculty and overload rate of $800 per load hour.

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

Adjournment

The meeting adjourned at 9:10 p.m.

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Secretary _______________________________

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Date _______________________________