A Study Session of the Pima County Community College District Governing Board was held on Friday, October 3, 2014 at 2:00 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:
David Longoria, Chair
Marty Cortez
Brenda Even
Sylvia Lee, Secretary (via phone)
Scott Stewart

General Counsel
Jeffrey Silvyn

Recording Secretary
Angela G. Wesson

Administration/Staff
Lee Lambert, Chancellor
Louis Albert, President, West Campus
David Bea, Executive Vice Chancellor, Finance and Administration
Lori Cox, Internal Auditor
David Doré, President, Northwest Campus
Dolores Durán-Cerda, Senior Assistant to the Provost
Charlotte Fugett, President, East Campus & Vice Chancellor for Human Resources (Acting)
Terry Hawkins, Advanced Program Manager
Erica Holmes, Provost
Gwendolyn Joseph, President, Downtown Campus, Interim
Mary Ann Martinez Sanchez, Assistant Vice Chancellor for Academic Services
Lorraine Morales, President, Community Campus
Nicola Richmond, Assistant Vice Chancellor for Planning & Institutional Research
Jeffrey Silvyn, General Counsel
William Ward, Vice Chancellor, Facilities
Deborah Yoklic, Assistant Vice Chancellor

1. Call to Order
   Board Chair David Longoria called the meeting to order at 2:05 pm.

2. Policy Review Update
   Board member Even and Assistant Vice Chancellor Deborah Yoklic updated the Board on the substantive and non-substantive changes to the following Board Policies:
BP-1505: Institutional Security and Safety
BP-2501: Facilities Operations and Maintenance
BP-3509: Student Success
BP-4003: Outside (Secondary) Employment
BP-4101: Employment and Reassignment of Executive Level Administrators Authority for Hiring and Assignment of Personnel
BP-2403: Budget Financial Controls and Institutional Budget
BP-1101: Prime Policy
BP-1104: Policy Transition Period 2015-2016

Assistant Vice Chancellor Deborah Yoklic noted that BP-1101: Prime Policy includes definitions for “Policy” and “Administrative Procedures”. BP-1104 is a new policy. Board Member Sylvia Lee requested that copies of the comments, given during the comment period, be submitted along with the policies to the Board prior to the meeting.

General Counsel informed the Board that the College has an October 24th deadline to respond to the Department of Education’s concerns related to the administration of financial aid. To resolve their concerns, two Board policies would have to be revised and presented to the Board for approval. There was some concern with not having the full 21-days to review the information. Assistant Vice Chancellor Deborah Yoklic noted that Board Policy 1101 allows the Board to make an exception to the review and approval process. Therefore, it was determined that the first reading of these draft policies would occur at the October 8 meeting with a review period of one week. The final approval would be given on October 17 at a Special Board meeting with a time to be determined.

3. Mission Development

Assistant Vice Chancellor for Planning and Institutional Research Dr. Nicola Richmond noted that mission, vision, goals and strategic directions are inherently linked. Standard best practice in strategic planning is to build the plan based on a discussion of the mission. She also noted that we have to identify central themes within our mission, link them to strategic planning and develop indicators to measure success.

Core themes
1. Access and Success
2. Quality Programs
3. Partnerships
4. Diversity and Inclusion
5. Stewardship

Objectives
1. Access and Success
   1.1 Retention, persistence and engagement
   1.2 Graduation, transfer, completion and industry credentials
2. Quality Programs
   2.1 Relevant program offerings aligned to industry need and transfer pathways
   2.2 Responsive student services
3. Partnerships
   3.1 Student-centered partnerships with K-12 and the universities
   3.2 Engage with local business and industry

4. Diversity and Inclusion
   4.1 Diverse student populations
   4.2 Diversify the workforce of PCC

5. Stewardship
   5.1 Financial resources to support operations
   5.2 Facilities, technology

Attendees were divided into groups to discuss the core themes and possible objectives.

Dr. Richmond stated that based on the objectives, Planning and Institutional Research will identify possible performance indicators using national data, where possible and present recommended core themes, objectives and key performance indicators to the Chancellor no later than October 24. The core themes, objectives and key performance indicators will be used as a starting point for discussions with the internal and external community with a final report to the Chancellor in early 2015.

Adjournment

The meeting adjourned at 4:15 p.m.

__________________________________________
Secretary

__________________________________________
Date