NOTICE OF
REGULAR MEETING
OF
PIMA COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF GOVERNORS

Pursuant to A.R.S. § 15-1443 and A.R.S. § 38-431.03 notice is hereby given to the general public that the Pima County Community College District Board of Governors will hold a REGULAR MEETING on the 21st day of November, 2007, at 7:00 p.m. The meeting will be held in the Community/Board Room, District Office, 4905 E. Broadway, Tucson, Arizona 85709-1010. A Regular Meeting Agenda is attached.

Reasonable accommodations, including materials in an alternative format, will be made for individuals with disabilities when a minimum of five working days advance notice is given. Further information may be obtained by calling 206-4971, Teletypewriter (TTY) 206-4817. Copies of the Board Packets are available in the Campus Libraries.

Dated this 16th day of November 2007.

PIMA COUNTY COMMUNITY COLLEGE DISTRICT

By: Roy Flores

Distribution:

Buildings: City
Country

Campuses: Community
Desert Vista
District Support Service Center
Downtown
East
Northwest
West
Regular Meeting

7:00 p.m.
District Office
Community/Board Room
4905 E. Broadway
Tucson, AZ 85709-1005

General Matters/Reports

1. Call to Order 1
2. Pledge of Allegiance 1

Public Comment and Reports

The Pima Community College Board of Governors welcomes public comment on issues within the jurisdiction of the College. Comments should be limited to five minutes per individual. At the conclusion of public comment, the Board members may respond to the comments made by the public to the Board, may ask staff to review a matter, or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that internal college processes are available to students and employees for communication.

3. Public Comment 1
4. Staff Representatives 1
   Julie Hecimovich
   Sherry Wright
5. Student Representatives 1
   Karaline Salmans
   Selemani Tuli
6. Faculty Representatives 1
   Diane Lussier
   Jack Mertes
7. Report — Chairperson of the Board
   • Authorization of Executive Session on January 9, 2008 1
8. Report — Secretary of the Board 1
General Matters (Continued)

9. Report — Pima County Representative to the Arizona Association for District Governing Boards (A.A.D.G.B.)

10. Report — Chancellor


Information Items

12. Separations from Employment

13. Student Aide Hires

14. BP-5603: Research Involving Human Subjects — Second Reading

Action Items

15. Approval of Minutes
   Regular Meeting of October 9, 2007

16. Consent Agenda

   16.1 New Appointments
   16.2 Administrator Appointment
   16.3 Adjunct Faculty Appointments
   16.4 Temporary Appointments
   16.5 Unclassified Pay Rates and Arizona Minimum Wage
   16.6 BP-3118: Access to Learning — Final Reading
   16.7 Grant Proposal/Subrecipient Award and Agreement: National Science Foundation — Arizona Board of Regents on behalf of the University of Arizona Chemistry XXI: A New Curriculum for a Modern Era
Action Items (Continued)

16.8 Grant Proposal/Subrecipient Award and Agreement: Kettering Foundation/Maricopa County Community College District Center for Civic Participation Arizona Civic Leadership Initiative (ACLI) 54

16.9 2008-2009 Academic Calendar 56

16.10 Intergovernmental Agreement: Pima County Community College District and Arizona K-12 Schools Teacher Preparation Program (TPP): Intern Certification 60

16.11 Intergovernmental Agreement: Pima County Community College District and Arizona K-12 Schools Reading Endorsement Program 62


16.18 Curriculum Recommendation – New Workforce Program – Basic Business and Industry Technology Certificate for Direct Employment – Telecommunications Field Service 69

Adjournment

Annual Meeting
January 9, 2008, 5:00 p.m.
District Office
Community Board Room
4905C East Broadway
Tucson, AZ 85709-1010

Regular Meeting
January 9, 2008, 7:00 p.m.
District Office
Community Board Room
4905C East Broadway
Tucson, AZ 85709-1010
TO: Board of Governors  DATE: 11/21/07
FROM: Chancellor  ITEM NO: 1-10
SUBJECT: General Matters/Reports

1. Call to Order
2. Pledge of Allegiance
3. Public Comment
4. Staff Representatives
5. Student Representatives
6. Faculty Representatives
7. Report—Chairperson of the Board
   • Authorization of Executive Session on January 9, 2008
8. Report—Secretary of the Board
9. Report—Pima County Representative to the
   Arizona Association of District Governing Boards (A.A.D.G.B.)
10. Report—Chancellor
TO: Board of Governors

FROM: Chancellor

SUBJECT: Monthly Financial Statements through September 2007 (Preliminary)

Recommendation:

Attached are the preliminary financial statements showing 2007/08 fiscal year results through September. Time will be provided to discuss college fiscal matters.

OPERATIONAL SUMMARY

Pima Community College continues to proceed as expected, with positive net assets reported through the end of September. As indicated in the Statement of Revenues, Expenses, and Changes in Net Assets, the increase in net assets through month end is approximately $3.6 million. This is lower than the September 2006 net assets increase of $4.4 million, but consistent with our expectations.

In terms of operational performance, General Fund revenues and expenditures are consistent with our expectations for this point in the year. Personnel services expenditures and commitments are about 72.2 percent of the budget, which is slightly lower than at the same point last year. Services and supplies expenditures and commitments are approximately 46.2 percent of the budget, which is slightly higher than the previous year.

Statement of Net Assets

As shown in The Statement of Net Assets, total net assets at the end of September are $159.3 million, which is an increase of $7.7 million compared to the same period last year. Principally, this increase is due to the decrease in total liabilities from the retirement of long-term debt.

Contact Person:

Dr. David Bea, Executive Vice Chancellor for Administration (206-4519)

Dr. Roy Flores, Chancellor
## Statement of Net Assets

For the Month Ended September 30, 2007

(Preliminary)

### ASSETS

#### Current Assets

<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash and Cash Equivalents</td>
<td>$51,218,779</td>
<td>$58,621,714</td>
</tr>
<tr>
<td>Short-term Investments</td>
<td>$12,278,616</td>
<td>$14,058,114</td>
</tr>
<tr>
<td>Receivables</td>
<td>$2,493,637</td>
<td>$2,906,711</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>$2,521</td>
<td>$2,095,394</td>
</tr>
<tr>
<td>Accounts (net of allowances)</td>
<td>$1,014,041</td>
<td>$1,014,041</td>
</tr>
<tr>
<td>Government Grants and Contracts</td>
<td>$17,738</td>
<td>$17,738</td>
</tr>
<tr>
<td>Student Loans (net of allowances)</td>
<td>$26,163</td>
<td>$1,207,513</td>
</tr>
<tr>
<td>Other</td>
<td>$50,105</td>
<td>$61,170</td>
</tr>
<tr>
<td>Inventories</td>
<td>286,403</td>
<td>192,227</td>
</tr>
<tr>
<td>Prepaid Expenses</td>
<td>5,401</td>
<td>5,401</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>$56,960,581</td>
<td>$72,209,691</td>
</tr>
</tbody>
</table>

#### Noncurrent Assets

<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restricted Cash and Cash Equivalents</td>
<td>2,980,785</td>
<td>7,079,134</td>
</tr>
<tr>
<td>Notes Receivable (net of allowances)</td>
<td>1,781,029</td>
<td>1,446,312</td>
</tr>
<tr>
<td>Other Long-term Investments</td>
<td>536,637</td>
<td>3,461,295</td>
</tr>
<tr>
<td>Capital Assets</td>
<td>15,291,311</td>
<td>15,291,311</td>
</tr>
<tr>
<td>Land</td>
<td>15,291,311</td>
<td>15,291,311</td>
</tr>
<tr>
<td>Buildings &amp; Leasehold improvements (net</td>
<td>184,346</td>
<td>3,985,370</td>
</tr>
<tr>
<td>of depreciation)</td>
<td>34,613</td>
<td>3,985,370</td>
</tr>
<tr>
<td>Construction in Progress</td>
<td>17,749</td>
<td>25,831</td>
</tr>
<tr>
<td>Equipment (net of depreciation)</td>
<td>5,306,324</td>
<td>6,063,362</td>
</tr>
<tr>
<td>Library Books (net of depreciation)</td>
<td>2,924,658</td>
<td>1,720,760</td>
</tr>
<tr>
<td><strong>Total Noncurrent Assets</strong></td>
<td>2,924,658</td>
<td>160,362,570</td>
</tr>
</tbody>
</table>

### LIABILITIES

#### Current Liabilities

<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accrued Payroll and Benefits</td>
<td>$586,920</td>
<td>$2,114,175</td>
</tr>
<tr>
<td>Accounts Payable and Accrued Liabilities</td>
<td>$645,697</td>
<td>$1,721,871</td>
</tr>
<tr>
<td>Deposits Held in Custody</td>
<td>439,229</td>
<td>530,523</td>
</tr>
<tr>
<td>Current Portion of Long-term Liabilities</td>
<td>210,000</td>
<td>3,493,847</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td>$4,418,532</td>
<td>$7,077,979</td>
</tr>
</tbody>
</table>

#### Noncurrent Liabilities

<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deferred Revenue</td>
<td>11,272</td>
<td>72,221</td>
</tr>
<tr>
<td>Long-term Liabilities</td>
<td>3,182,200</td>
<td>73,837,038</td>
</tr>
<tr>
<td><strong>Total Noncurrent Liabilities</strong></td>
<td>3,193,472</td>
<td>73,909,259</td>
</tr>
</tbody>
</table>

### NET ASSETS

- **Invested in Capital Assets (net of related debt)**
  - Restricted for:
    - Loans: $1,749,181
    - Debt Service: $3,415,346
    - Other (Capital Projects): $1,305,575
    - Grants and Contracts: $2,153,151
  - Unrestricted: $52,273,235

<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Net Assets</strong></td>
<td>$52,273,235</td>
<td>$151,585,023</td>
</tr>
</tbody>
</table>
## PIMA COUNTY COMMUNITY COLLEGE DISTRICT

### Statement of Revenues, Expenses and Changes in Net Assets

For the Month Ended September 30, 2007

(Preliminary)

<table>
<thead>
<tr>
<th>OPERATING REVENUES</th>
<th>CURRENT FUNDS</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>General</td>
<td>Auxiliary and Restricted</td>
<td>Plant and Other Funds</td>
</tr>
<tr>
<td>1 Tuition and Fees</td>
<td>$18,244,203</td>
<td>$522,240</td>
<td>$18,766,443</td>
</tr>
<tr>
<td>3 State and Local Grants and Contracts</td>
<td>990,923</td>
<td>305,048</td>
<td>1,295,971</td>
</tr>
<tr>
<td>4 Auxiliary Enterprises</td>
<td>27,448</td>
<td></td>
<td>27,448</td>
</tr>
<tr>
<td>5 Commission and Rents</td>
<td>9,200</td>
<td>140,170</td>
<td>149,370</td>
</tr>
<tr>
<td>6 Other Operating Revenues</td>
<td>205,790</td>
<td>16,447</td>
<td>3,347</td>
</tr>
<tr>
<td>7 Total Operating Revenues</td>
<td>19,450,116</td>
<td>7,605,350</td>
<td>525,587</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OPERATING EXPENSES</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>Educational and General</td>
<td>7,968,114</td>
<td>9,036,913</td>
</tr>
<tr>
<td>9 Academic Support</td>
<td>5,300,573</td>
<td>5,996,421</td>
</tr>
<tr>
<td>10 Student Services</td>
<td>3,506,633</td>
<td>3,817,706</td>
</tr>
<tr>
<td>11 Institutional Support</td>
<td>6,291,569</td>
<td>7,772,557</td>
</tr>
<tr>
<td>12 Operation and Maintenance of Plant</td>
<td>2,304,900</td>
<td>3,004,739</td>
</tr>
<tr>
<td>13 Depreciation</td>
<td>2,282,255</td>
<td>2,282,255</td>
</tr>
<tr>
<td>14 Student Financial Aid</td>
<td>799,530</td>
<td>8,284,979</td>
</tr>
<tr>
<td>15 Auxiliary Enterprises</td>
<td>79,031</td>
<td>117,031</td>
</tr>
<tr>
<td>16 Total Operating Expenses</td>
<td>26,171,319</td>
<td>38,729,234</td>
</tr>
<tr>
<td>17 Net Operating Loss</td>
<td>$4,621,203</td>
<td>$(1,177,535)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NONOPERATING REVENUES (EXPENSES)</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Appropriations</td>
<td>4,898,375</td>
<td>4,898,375</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>6,016,240</td>
<td>7,137,150</td>
</tr>
<tr>
<td>State Shared Sales Taxes</td>
<td>458,004</td>
<td>458,004</td>
</tr>
<tr>
<td>Gifts</td>
<td>3,901</td>
<td>3,901</td>
</tr>
<tr>
<td>Investment Income</td>
<td>501,246</td>
<td>675,249</td>
</tr>
<tr>
<td>22 Net Nonoperating Revenues</td>
<td>11,415,861</td>
<td>13,172,679</td>
</tr>
<tr>
<td>23 Income before Other Revenues, Expenses, Gains, or Losses</td>
<td>$4,694,658</td>
<td>$(3,046,748)</td>
</tr>
<tr>
<td>Transfers</td>
<td>$(121,000)</td>
<td>566,000</td>
</tr>
<tr>
<td>Capital Appropriations</td>
<td>3,198,900</td>
<td>3,198,900</td>
</tr>
<tr>
<td>Capital Gifts and Grants</td>
<td></td>
<td></td>
</tr>
<tr>
<td>27 Net Increase (Decrease) in Net Assets</td>
<td>$5,473,658</td>
<td>$3,578,031</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NET ASSETS</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>29 Net Assets - Beginning of Year</td>
<td>$47,699,577</td>
<td>$155,750,663</td>
</tr>
<tr>
<td>30 Net Assets - End of Period</td>
<td>$52,273,235</td>
<td>$151,585,023</td>
</tr>
</tbody>
</table>
## Summary of Expenditures and Encumbrances - General Fund - Budget and Actual

For the Month Ended September 30, 2007

(Preliminary)

### EXPENDITURES BY FUNCTION

<table>
<thead>
<tr>
<th>Educational and General</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Instruction</strong></td>
<td>$48,243,346</td>
<td>$30,435,718</td>
</tr>
<tr>
<td><strong>Academic Support</strong></td>
<td>26,872,382</td>
<td>18,042,959</td>
</tr>
<tr>
<td><strong>Student Services</strong></td>
<td>18,755,114</td>
<td>13,133,876</td>
</tr>
<tr>
<td><strong>Institutional Support</strong></td>
<td>30,462,836</td>
<td>17,141,548</td>
</tr>
<tr>
<td><strong>Operation and Maintenance of Plant</strong></td>
<td>12,907,974</td>
<td>5,879,268</td>
</tr>
<tr>
<td><strong>Student Financial Aid</strong></td>
<td>1,769,165</td>
<td>867,367</td>
</tr>
</tbody>
</table>

### Other Expenses

| Transfers                | $4,137,000  | $6,483,000  |
| Fund balance reserved for contingency | $3,000,000 | 99.1 |

**Total Expenditures by Function**: $146,147,817 (FY 2007/08)  $91,983,736 (FY 2006/07)

### EXPENDITURES BY ACCOUNT

#### Personal Services

| Administrative Personnel | $6,631,000  | $5,920,395  |
| Faculty                  | 22,137,090  | 20,059,725  |
| Classified Staff         | 36,352,000  | 31,540,924  |
| Additional Compensation - Faculty | 843,219 | 395,986 |
| Other Compensation       | 5,195,306  | 3,987,297  |
| Adjunct Faculty          | 13,858,416  | 6,538,617  |
| Student Employment       | 197,053  | 191,484  |
| Fringe Benefits          | 20,771,894  | 3,929,310  |

**Total Personal Services**: $105,812,978 (FY 2007/08)  $72,563,738 (FY 2006/07)

#### Services and Supplies

| Communications and Utilities | $5,779,945  | $1,250,882  |
| Travel                     | 2,435,766  | 731,682  |
| Contractual Services       | 9,433,400  | 6,167,391  |
| Supplies and Materials     | 6,493,594  | 1,986,303  |
| Student Financial Aid      | 1,769,000  | 867,367  |
| Current Fixed Charges      | 2,281,099  | 1,726,910  |

**Total Services and Supplies**: $28,193,804 (FY 2007/08)  $12,730,535 (FY 2006/07)

#### Total Expenditures by Account

| $146,147,817  | $91,983,736  |

**adjt**: $31,325,048  $16,918,298

**Adjt**: $30,435,718  $18,042,959
COMMITMENTS FOR INSTITUTIONAL SUPPORT

- $17.1 M
- $18.2 M

COMMITMENTS FOR OPERATION & MAINTENANCE OF PLANT

- $5.8 M
- $6.5 M

COMMITMENTS FOR STUDENT FINANCIAL AID

- $0.8 M
- $0.8 M
TO: Board of Governors
FROM: Chancellor
SUBJECT: Separations from Employment

Recommendation:
For your information, the Chancellor submits the following separations from employment:

Retirements

Adcock, Anne M.
Advanced Program Coordinator
CC-WBD-Workforce and Business Development
Effective: 01/25/08

Anne Adcock began her career with Pima Community College in 1998 as a CTD Program Coordinator. She was selected as the Advanced Program Coordinator in the Business and Office Cluster of the Center for Training and Development where she remained until her retirement.

Fridena, Richard
Instructional Faculty
WC-Behavioral Sciences
Effective: 12/20/07

Richard Fridena began his career with Pima Community College in 1999 as an Instructional Faculty member. Some of the positions he held before his retirement were Acting and Temporary Deputy Executive Administrator, Adjunct Faculty, and Lead Faculty.

Hughes, Sheila
Support Specialist
WC-BCLSS Division Dean
Effective: 10/31/07

Sheila Hughes began her career with Pima Community College in 1971 as a Division Dean Secretary. She worked with a succession of fourteen deans in Industrial Technology and later became a Support Specialist. The high point of Sheila’s career with the College was reaching the 30-year mark.

(Continued)
Separations from Employment

Smith, Joan S.
Student Services Coordinator
CC-WBD-CTD Student Services
Effective: 12/01/07

Joan Smith began her career with Pima Community College in 1998 as a Student Services Specialist. She served as an acting Student Services Coordinator prior to being selected for that position on a regular basis. Before her retirement she also served as a Program Coordinator.

Voluntary Separations from Employment

Hauschild, Heidi
Instructor
CC-PCAE-El Rio
Effective: 10/25/07
Reason: Other Employment

Krup, Angela
Instructional Faculty
EC-Health Tech & Admin Justice
Effective: 10/22/07
Reason: Relocation

Contact Person:

Dr. Raul Ramirez, Vice Chancellor for Human Resources (206-4562)
TO: Board of Governors
FROM: Chancellor
DATE: 11/21/07
ITEM NO: 13
SUBJECT: Student Aide Hires

Recommendation:

The Chancellor submits the following list of appointments for student aides.

Gallego    Richard
Judkins    Jesse
Macaraeg  Michele
Majuta    Michelle
Mehrtten  Daniel
Shackleford  Brian

Contact Person:

Dr. Raul Ramirez, Vice Chancellor for Human Resources (206-4562)

Dr. Roy Flores, Chancellor
TO:         Board of Governors                DATE:   11/21/07
FROM:       Chancellor                           ITEM NO:  14
SUBJECT:    BP-5603:  Research Involving Human Subjects – Second Reading

Recommendation:

This is the second reading of the revised Board Policy 5603 – Research Involving Human Subjects. The Chancellor recommends that the Board approve the policy.

Background:

This policy has been revised to meet current legal standards and practices. It relates to initiative 4.0 of the Pima Community College 2006-2008 and specifically strategy 4.1 which states: Continue the redesign of College-wide internal processes; and strategy 4.3 which states: Establish a culture of continuous improvement.

Implementation and responsibility of this policy resides in the Office of the Provost/Executive Vice Chancellor.

Financial Considerations:

There are no financial considerations associated with this proposal.

Contact Person:

Dr. Suzanne L. Miles, Provost/Executive Vice Chancellor (206-4999)

Dr. Roy Flores, Chancellor
Pima County Community College District
Board Policy

Board Policy Title: Research Involving Human Subjects

Board Policy Number: BP-5603
Adoption Date: 1/8/03
Revision Date(s): Annually
Schedule for Review and Update: Unit Responsible for Review and Update: Provost/Executive Vice Chancellor Academic and Student Services
Sponsoring Unit/Department: VC Academic Affairs and Student Development Provost/Executive Vice Chancellor Academic and Student Services
Motion Number: 6391
Legal Reference: Family Educational Rights and Privacy Act (FERPA)
Cross Reference: Institutional Effectiveness, BP-1504; Institutional Research, BP-5601; Data and Information Sharing, BP-5602

POLICY EFFECT

Pima County Community College District is committed to the protection of the College's students, and employees, and others who may conduct or participate in research projects sponsored by, or associated with, Pima County Community College District. The Chancellor charges the Office of Research and Planning to evaluate potential research projects to ensure that risk to any party is limited and is safeguarded by standards outlined in the Federal Policy for the Protection of
Human Subjects. The Office of Research and Planning will evaluate potential research and apply such standards and exemptions as appropriate.

AUTHORITY TO ESTABLISH PROCEDURES

The College administration is authorized to establish procedures to implement this policy.
TO: Board of Governors  DATE: 11/21/07
FROM: Chancellor  ITEM NO: 15
SUBJECT: Unapproved Minutes of the Regular Meeting of October 9, 2007

Background:
The unapproved minutes of the Regular Meeting of October 9, 2007 are submitted for approval.
A Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, October 9, 2007 at 7:00 p.m., in the Community Board Room, District Office, 4905 E. Broadway, Tucson, AZ 85709-1010.

**BOARD MEMBERS**

Richard Fimbres, Chair  
Scott Stewart, Secretary  
Marty Cortez, Member  
Brenda Even, Member  
Sherryn Marshall, Member

**BOARD REPRESENTATIVES**

Julie Hecimovich, Staff  
Karoline Salmans, Student  
Selemani Tuli, Student  
Diane Lussier, Faculty  
Jack Mertes, Faculty

**RECORDING SECRETARY**

Linda Ashenbrener

**ADMINISTRATION**

Roy Flores, Chancellor  
Lou Albert, President, West Campus  
David Bea, Executive Vice Chancellor, Administration  
Victoria Cook, Dean of Instruction, West Campus  
Imelda Cuyugan, AVC, External Relations  
Charlotte Fugett, President, East Campus  
Donna Gifford, Sr. Assistant to the Chancellor  
Mary Beth Ginter, Division Dean, West Campus  
John Gillis, Acting Division Dean, West Campus  
Diane Groover, Assistant Vice Chancellor for Finance  
Jerry Haynes, Dean of Student Development, Community Campus  
David Irwin, Executive Director, Public Information  
Jim Johnson, Dean of Instruction, Community Campus  

Kirk Kelly, Vice Chancellor, Information Technology  
Jana Kooi, President, Community Campus  
Sylvia Lee, President, Northwest Campus  
John Madden, Dean of Instruction, Desert Vista Campus  
Mary Ann Martinez Sanchez, Dean of Instruction, East Campus  
Leticia Menchaca, Dean of Student Development, Desert Vista Campus  
Suzanne Miles, Provost and Executive Vice Chancellor for Academic Services  
Lorraine Morales, Dean of Student Development, Northwest Campus  
Dave Padgett, AVC, Academic Services  
Raul Ramirez, Vice Chancellor, Human Resources  
Anna Reese, Executive Director, Financial Aid  
Robert Riza, AVC, Student Services  
Edgar Soto, Acting Executive Director, Athletics  
Juan Soto, Acting Dean of Student Development, East Campus  
Stan Steinman, Executive Assistant to the Provost  
Heather Tilson, Executive Director, Planning and Institutional Research  
Mary Vanis, Interim President, Desert Vista Campus  
Anne Vosberg, Acting Dean of Student Development, Downtown Campus  
Lynne Wakefield, AVC, Marketing  
Bill Ward, AVC, Facilities
Call to Order

Richard Fimbres called the meeting to order at 7:05 p.m.

Pledge of Allegiance

Scott Stewart led the Pledge of Allegiance.

Public Comment

There were no requests to address the Board.

Staff Representatives

Julie Hecimovich and Sherry Wright reported for Staff Council. Staff Council elections are moving forward. Balloting and voting will take place in November.

It was reported that twenty-two people took part in the volunteer day at the Community Food Bank held in September. There was discussion at the meeting in regards to the fundraising event this year.

Dr. Robert Riza gave the Provost’s report at the meeting and reported that the Exeter Group is speaking to students, faculty and staff about the process surrounding student resources within eight service areas.

Student Representatives

Karaline Salmans and Selemani Tuli reported on activities at campuses. Ms. Salmans reported West Campus Student Life will host the Pima Leadership Institute Retreat #2 at Downtown Campus October 13. Northwest Campus Student Life will support Earth Day on October 17 and will feature various community vendors.

At Community campus, the Public Safety and Emergency Services Institute held its Paramedic Program Graduation Ceremony on September 11. Nineteen graduates were honored.
Mr. Tuli reported that the Downtown Campus Majors Fair was held to assist students with career and academic major exploration. The Downtown Campus Student Government coordinated the first Red Cross Blood Drive. The Red Cross obtained a total of 44 pints for the local community.

Twenty-five Desert Vista students participated in the Pima Leadership Institute retreat series. The event was led by Student Life Coordinators and students from the Blue Chip Leadership program at the University of Arizona.

Faculty Representatives

Jack Mertes reported on the October 5 meeting of the Faculty Senate. The Senate approved the 2008-2009 Academic Calendar. There was a presentation and update on the Institutional Climate Survey Workgroup. A draft of the Standard Practice Guide for drug and alcohol testing was presented and is posted online. PCCEA is in the process of creating the annual faculty survey. The Request for Proposal for the Institutional Climate Survey is advertised and is available to view online.

Report — Chairperson of the Board

PCC’s medical campus is a high priority item on the agenda for Pima County Board of Supervisors.

The Board is unanimous on the conviction that the Institutional Climate Study should be conducted objectively with questions that are nationally normed. Faculty, students, staff and the community should be surveyed. The purpose of the study is to improve the services provided to the public and to ensure that we meet the requirements of NCA accreditation.

Motion to Authorize Executive Session
PASSES

Motion No. 6773

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

Report — Secretary of the Board

There was no report.

Report — Pima County Representative to the Arizona Association for District Governing Boards (AADGB)

A meeting has not been held since the last Board meeting. A workshop is scheduled October 26-27 at the Sheraton Tucson. Articulation issues and board effectiveness will be the topics.

Chancellor’s Report

Michael Racy, Lobbyist, gave a brief overview of the upcoming legislative session. An active issue will be the budget with multiple bills introduced in regards to property tax. A State board of community colleges may be formed. A controversial provision states the new board may be involved in hiring college presidents and chancellors.

Dr. Ellen McGregor presented information on the Arizona State System for Information on Student Transfer (ASSIST). ASSIST is a statewide data warehouse that stores student records and is housed at Arizona State University.

At a previous meeting, the Board requested a recommendation on the sabbatical process. It was reported by Donna Gifford that all changes requested by the Board in regards to the process have been made due to the excellent effort of faculty and the administrative team.

Dr. Flores presented information concerning the possible number of upcoming faculty retirements. A letter will be sent to major universities based on these upcoming vacancies to ask consider hosting visits from PCC HR staff and others. Dr. Flores reported on the turnovers and retirements in administration and the strategy of a combination internal promotions and hires.

There was a discussion in regards to security strategies due to three recent incidents in College restrooms. The College will
hire more security employees, post safety alerts, step up Campus Watch, increase public awareness, and increase patrols of areas. Longer term security strategies will be reviewed.

The College is proud of the athletic programs. The Women's Soccer Team is #3 in the nation and the Cross Country team is #5. Final scores are now posted on the website.

Dr. Robert Riza has been selected as the new Assistant Vice Chancellor for Student Services.

**Monthly Financial Statements through August 2007**

David Bea reported on the monthly financial reports through the end of August. There was an increase in net assets of approximately $10.3 million through the end of the month, which is slightly lower than last year’s result through the same time period. Operational revenues and expenditures are both slightly higher but within normal and expected patterns.

**Information Items**

- Voluntary Separations from Employment
- Student Aide Hires
- BP-3118: Access to Learning – Second Reading
- BP-5603: Research Involving Human Subjects – First Reading
- Contract: Arizona Department of Corrections: Workplace and Community Transition Training for Incarcerated Youth Grant Program, Tucson, Arizona

These items were noted as information items.

**Action Items**

- Approval of Minutes

**Motions to Approve**

- Regular Meeting Minutes

**PASSES**

Motion No. 6774

Motion to Approve Consent Agenda

PASSES

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

Consent Agenda

Chair Fimbres requested that 18.4 Employment Contract: Chancellor be pulled and voted on separately.

Motion No. 6775

Scott Stewart – M, Sherryn Marshall – S, to approve the Consent Agenda, with Addenda to Items 18.1 New Appointments; 18.2 Adjunct Faculty Appointments, and 18.3 Temporary Appointments.

18.1 New Appointments
18.2 Adjunct Faculty Appointments
18.3 Temporary Appointments
18.5 Grant Proposal: United States Department of Education Engaging Students in Public Policy (ESIPP) Project
18.6 Arizona Commission for Postsecondary Education, United States Department of Education Leveraging Educational Assistance Partnership Program and Special Leveraging Educational Assistance Partnership Program
18.7 Grant Proposal/Intergovernmental Agreement: Tohono O’odham Nation Taser Safety Enhancement Project
18.8 Intergovernmental Agreement: Pima County Wastewater Operations Trainee Program
18.9 Intergovernmental Agreement: Pima County Community College District and Arizona K-12 Schools Teacher Preparation Program (TPP): Intern Certification
18.10 Revised Intergovernmental Agreement: City of Tucson on behalf of Tucson Fire Department Community Emergency Response Team (CERT)/Metropolitan Medical Response System (MMRS) Plan
18.11 Memorandum of Understanding: US Air Force, Davis Monthan Air Force Base Educational Programs Advanced Life Support/Accelerated Paramedic Training
18.12 Curriculum Recommendations – New Degree Program: Translation and Interpretation Studies (AAS)

18.13 Contract: College-wide Reporting Environment

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

Employment Contract: Chancellor

Motion No. 6776
Scott Stewart – M, Brenda Even – S, to approve Item 18.4, Employment Contract of Dr. Roy Flores, Chancellor.


Adjournment

Motion No. 6777
Marty Cortez – M, Brenda Even – S, to adjourn the meeting.

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

The meeting adjourned at 9:15 p.m.

Secretary

Date
Recommended:

The Chancellor recommends to the Board that the following items be considered as Consent Agenda Items.

16.1 New Appointments
16.2 Administrator Appointment
16.3 Adjunct Faculty Appointments
16.4 Temporary Appointments
16.5 Unclassified Pay Rates and Arizona Minimum Wage
16.6 BP-3118: Access to Learning - Final Reading
16.7 Grant Proposal/Subrecipient Award and Agreement: National Science Foundation – Arizona Board of Regents on behalf of the University of Arizona Chemistry XXI: A New Curriculum for a Modern Era
16.8 Grant Proposal/Subrecipient Award and Agreement: Kettering Foundation/Maricopa County Community College District Center for Civic Participation Arizona Civic Leadership Initiative (ACLI)
16.9 2008-2009 Academic Calendar
16.10 Intergovernmental Agreement: Pima County Community College District and Arizona K-12 Schools Teacher Preparation Program (TPP): Intern Certification
16.11 Intergovernmental Agreement: Pima County Community College District and Arizona K-12 Schools Reading Endorsement Program
TO: Board of Governors

FROM: Chancellor

SUBJECT: New Appointments

Recommendation:

The Chancellor recommends that the Board of Governors approve these new appointments.

Background:

When vacancies occur, the placement process is conducted in accordance with College policy and regulations. At the conclusion of the recruitment process, a summary of the process is presented and names of recommended candidates are brought forward to the Board of Governors for approval.

Faculty

<table>
<thead>
<tr>
<th>Name</th>
<th>Instructional Faculty</th>
<th>Salary: $</th>
<th>WC-Nursing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chu, Jui-hsin</td>
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<td>60,950</td>
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</table>

Effective: 01/14/08

Selected for a vacant position

Education: Bachelor of Science, Nursing, Chung-Shan Medical and Dental College; Master of Science, Nursing Case Management, University of Arizona

Experience: Ms. Chu is currently employed by Pima Community College as the Advanced Program Manager of the Title V project at Pima Community College. She was previously employed by Pima Community College as an instructional faculty member in nursing (2004-2007) and as a staff nurse for University Medical Center in both full-time and part-time positions (1998-present).

Recruitment Overview:

An external recruitment was conducted. Opportunities have been advertised in both Tucson and Phoenix and posted on state and national websites. PCC staff also attended the National League of Nursing Educators conference. Fourteen complete applications have been received to date. One candidate withdrew; another failed to appear for the scheduled interview. An advisory committee has conducted seven interviews to date; additional interviews are pending. The finalists were interviewed by the Campus President and the Dean of Instruction.

<table>
<thead>
<tr>
<th>Erickson, Verone</th>
<th>Instructional Faculty</th>
<th>Salary:</th>
<th>WC - Nursing</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td>67,840</td>
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</table>

Effective: 01/14/08

Selected for a vacant position

Education: Bachelor of Science, Nursing, Gustavus Adolphus College; Master of Nursing, University of Arizona

(Continued)
Experience: Ms. Erickson has previously been a nursing faculty instructor, department chair, director of nursing, and nursing clinical coordinator at Pima Community College during the past seventeen years.

Recruitment Overview:
An external recruitment was conducted. Opportunities have been advertised in both Tucson and Phoenix and posted on state and national websites. PCC staff also attended the National League of Nursing Educators conference. Fourteen complete applications have been received to date. One candidate withdrew; another failed to appear for the scheduled interview. An advisory committee has conducted seven interviews to date; additional interviews are pending. The finalists were interviewed by the Campus President and the Dean of Instruction.

Olson, Steven
Instructional Faculty
Salary: $24,444
Effective: 01/14/08
Education: Bachelor of Arts, Mathematics, Concordia College; Doctor of Philosophy, Mathematics, University of Arizona
Experience: Dr. Olson is currently an adjunct instructor at Pima Community College. Previously, he was an adjunct instructor for the University of Arizona and a consultant for Datahelp.

Recruitment Overview:
An external recruitment was conducted. Fifteen complete applications were received. Applications were screened by an advisory committee. The finalists were interviewed by the Campus President.

Staff

Anzelmo, Damian
Lab Specialist
Salary: $17.23/hour
Effective: 11/26/07
Education: Coursework, Engineering, Pima Community College
Experience: Mr. Anzelmo has over eight years of information technology experience. He was recently employed as a temporary Laboratory Specialist with Pima Community College.

Recruitment Overview:
An external recruitment was conducted. Four complete applications were screened and the final candidate was interviewed by the Campus President.

Appelman, Scott
Lab Specialist
Salary: $17.23/hour
Effective: 11/26/07
Education: Bachelor of Arts, English, Emporia State University
Experience: Mr. Appelman is currently a temporary Laboratory Specialist and has been a writing tutor with Pima Community College for the last year. He is also an adjunct writing instructor with Pima Community College.

(Continued)
Recruitment Overview:
An external recruitment was conducted. Eleven complete applications were screened and the final candidate was interviewed by the Campus President.

Bunch, Stephen
Trades/Maintenance Technician
Salary: $12.40/hour
Effective: 10/15/07
Education: High School Diploma
Experience: Mr. Bunch has nine years of maintenance experience, ten years as a factory supervisor and one year of experience as a truck driver.

Guy, Teresa
Support Specialist
Salary: $16.26/hour
Effective: 11/26/07
Education: Coursework, Business and Accounting, Pima Community College
Experience: Ms. Guy has over six years of administrative support experience. Her most recent position was with American Openings as an executive assistant.

Norris, Frankie L.
Student Services Advanced Specialist
Salary: $19.87/hour
Effective: 10/15/07
Education: Bachelor of Science, Interdisciplinary Studies, Master, Educational Administration, University of North Texas
Experience: Ms. Norris has worked for three years as a grade school teacher and six years as the Assistant Director of the Upward Bound program with the University of North Texas.

Reeves, Bella
Support Technician
Salary: $13.37/hour
Effective: 11/26/07
Education: Associate of Arts, General Studies, Pima Community College

(Continued)
Experience: Ms. Reeves has worked for Keeling Elementary as Educational Assistant to the Principal for the last seven years. Previously, she served as Library Assistant at Amphitheater Middle School for three years.

Recruitment Overview:
An external recruitment was conducted. Thirty-six complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by the Campus President.

Salcido, Frank
Trades/Maintenance Technician
Salary: $12.40/hour
Effective: 11/26/07
Education: High School Diploma
Experience: Mr. Salcido has thirty years of experience in general building construction and renovation.

Recruitment Overview:
An external recruitment was conducted. Ten complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by the Executive Vice Chancellor for Administration.

Vidal, Valerie
Program Assistant
Salary: $17.23/hour
Effective: 12/10/07
Education: Bachelor of Arts, History and Women’s Studies, University of Arizona
Experience: Ms. Vidal has served as a Council Administrative Aide for Ward I and Ward V City Council members for the last fourteen years.

Recruitment Overview:
An external recruitment was conducted. Forty-one complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by the Campus President.

Contact Person:

Dr. Raul Ramirez, Vice Chancellor for Human Resources (206-4562)

Dr. Roy Flores, Chancellor
Recommendation:

The Chancellor recommends that the Board approve this Administrator appointment and requests that the Board authorize the Chancellor or designee to sign the employment contract on behalf of the College District for the remainder of the 2007/2008 fiscal year.

Background:

When administrator vacancies occur, the recruitment process is conducted in accordance with College policy and regulations. At the conclusion of the recruitment process, a summary of the process is presented and names of recommended candidates are brought forward to the Board of Governors for approval.

Albrecht, Christal M. Desert Vista Campus President
(Executive Administrator)

Salary: $139,831*
Effective: On or after Jan. 14, 2008
Selected for Regular Assignment

*Salary to be prorated for the remainder of the contract year

Education: Doctor of Education, Allied Health Education and Administration, University of Houston, Houston, Texas
Master of Arts, Medical Technology and Lab Science, Norwich University, Montpelier, Vermont
Bachelor of Science, Medical Technology, Syracuse University, Utica, New York

Experience: Dr. Albrecht is the Founding Vice President for Student Learning with Cy-Fair College in Cypress, Texas. Cy-Fair College is one of five colleges in the North Harris Montgomery Community College District in northwest Houston. She has held this title since 2001. Prior to this she held the position of Associate Dean for College Planning for Cy-Fair College, 2000-2001.

Between 1998 and 2000 Dr. Albrecht was the Associate Dean for Program Development and Evaluation at North Harris College in Houston Texas; between 1997 and 1998 she was the Director of Instructional Programs.

Between 1996 and 1997 she was the Assistant Director at Workforce Education Course Manual, a Carl R. Perkins Project sponsored by the Texas Higher Education Coordinating Board at the College of the Mainland in Texas. At the Texas Higher Education Coordinating Board she was the Program Director of the Community and Technical Colleges Division between 1994 and 1996.
Her instructional experience includes both full-time and adjunct teaching. As full-time faculty she taught at the Michael DeBakey High School for Health Professions. As an adjunct faculty member she taught at the North Harris Montgomery Community College District.

She was also employed at the Good Samaritan Medical Center in New York as a Clinical Laboratory Scientist and Supervisor of the Microbiology Department between 1978 and 1984.

Her recent awards include the Bellwether Top Ten Finalist for Planning, Governance and Finance; the National Council for Continuing Education and Training (NCCET) Exemplary Program Award for Integrated Continuing Education; and, the Phi Theta Kappa Outstanding Faculty Award.

Recruitment Overview:
The position was advertised nationally starting early August with a first review date of September 20, 2007. Forty-five completed applications were reviewed. Seven candidates were interviewed by an advisory committee, participated in a campus forum, and were interviewed by the Chancellor.

Contact:
Dr. Raul Ramirez, Vice Chancellor of Human Resources (206-4562)

Dr. Roy Flores, Chancellor
Recommendation:

The Chancellor recommends these individuals as certified adjunct applicants. The Chancellor also recommends that these individuals be approved for use as a pool of employees for current and future adjunct faculty assignments and as noted below as temporary non-credit instructors.

Background:

On a monthly basis, when new adjunct applicants have completed the application and certification process, their names will be brought forward to the Board for approval prior to beginning employment. Their names are then added to the list of approved adjunct faculty for current and future adjunct assignments subject to continued satisfactory job performance and the needs of the College.

The list contains individual background information and shows the initial discipline(s) for which certified and initial campus. Adjuncts may also teach in other disciplines if additional certifications are awarded or as temporary non-credit instructors in areas for which they are qualified.

Aly, Geillan
Discipline(s): Mathematics (Developmental)
Education: Bachelor of Arts, History, State University of New York at Binghamton
Experience: Ms. Aly has three years of experience with Educaid-Inc. as a mathematics tutor and is currently a graduate student with the University of Arizona.

Anderson, Diane F.
Discipline(s): Business, Human Resources, and Management
Education: Bachelor of Science, Business Administration, Master of Arts, Organizational Management, University of Phoenix
Experience: Ms. Anderson has fifteen years of experience in management and administration. She was employed with University Physicians Healthcare as Business Manager of Radiology Services; with Marana Health Center as a Health Care Administrator in Primary Care and Specialty; and Southern Arizona Rheumatology Associates Carondelet Osteoporosis Centers as Administrator/Practice Manager in Rheumatology and Radiology Services. Currently, she is employed with Healthsouth Surgery Center as an administrator in Multispecialty Outpatient Ambulatory Surgery.
Augustine, Martin T.  CC
Discipline(s): Safety
Education: Certificate, Fire & Life Safety Educator I, Arizona State Fire Training Office of the State Fire Marshal; Certificate, Law Enforcement Officer, Kansas Commission on Peace Officer’s Standards and Training (POST)
Experience: Mr. Augustine has seven years of experience in safety. He was an auxiliary volunteer for the Pima County Sheriff’s Department, has three years of experience teaching safety for Pima Community College, and worked for Raytheon Missile Systems as Plant Protection Officer. Currently, Mr. Augustine is a police officer for the Mission Police Department in Kansas.

Bachi, Alona  NW
Discipline(s): Biology
Education: Bachelor of Science, Life Sciences, Master of Science, Life Sciences, Ben-Gurion University of the Negev, Israel
Experience: Experience includes six years as teaching assistant, head teaching assistant and adjunct lecturer for various science courses at the University of Arizona.

Beatty, Arlin (Skip) E.  WC
Discipline(s): Business
Education: Bachelor of Science, Education, Xavier University, Ohio; Master of Education, Business Education, University of Cincinnati, Ohio
Experience: Mr. Arlin has forty-six years of experience in private business as a product manager, marketing executive, and business owner; three years of experience as a visiting instructor at Northern Arizona University; and seven years of experience as an adjunct faculty member at Pima Community College.

Beck, Stephen  EC
Discipline(s): Math
Education: Bachelor of Science, Mathematics, Moorhead State College, Minnesota; Master of Arts, Mathematics, University of Missouri
Experience: Mr. Beck is a retired math teacher for Tucson Unified School District.

Beider, Kenneth H.  DV
Discipline(s): Writing
Education: Bachelor of Arts, Liberal Studies, Master of Fine Arts, Creative Writing, Antioch University Southern California
Experience: Mr. Beider is currently a language arts teacher at PPEP Tech High School. He was previously employed as Tucson Area Coordinator and Tutor for ABC Phonetic Reading School; and a long-term substitute for Southgate Academy.

Bishop, Michael Taylor  EC
Discipline(s): Math (Developmental), Engineering
Education: Bachelor of Science, Civil Engineering, Master of Science, Civil Engineering, University of Arkansas

*Regular Employee
Experience: Mr. Bishop has more than three years of experience as a math instructor and meets the certification requirements for Academic Engineering and Developmental Math.

Chernobelskiy, Mikhail A.
Discipline(s): Mathematics
Education: Master of Science, Mechanical Engineer, Moscow State University of Railway Engineering in Moscow, Russia
Experience: Mr. Chernobelskiy has experience as Student Services Specialist/GED Examiner and Information Technology Assistant for Pima Community College.

Cole, Lori Cathleen
Discipline(s): Biology (Academic)
Education: Bachelor of Science, Health Sciences, Master of Science, Physiological Sciences, University of Arizona
Experience: Ms. Cole has almost two years of experience in teaching labs and lecturing at University of Arizona. She is currently a Research Specialist at University of Arizona.

Croshaw, Dean A.
Discipline(s): Biology
Education: Bachelor of Arts, Biology, Earlham College, Indiana; Master of Science, Zoology, University of Oklahoma, Norman; Doctor of Philosophy, Conservation Biology, University of New Orleans
Experience: Dr. Croshaw is currently serving as Post-Doctoral Research Associate in the Department of Ecology and Evolutionary Biology at University of Arizona.

Daily, Jack S.
Discipline(s): Business and Management
Education: Bachelor Science, Business Information Systems, Master of Business Administration, Global Management, University of Phoenix
Experience: Mr. Daily has more than three years of experience with DeVry University as an adjunct instructor in business and computer applications.

Danielson, Stentor
Discipline(s): Geography
Education: Bachelor of Arts, Geography, Sociology and Anthropology, Colgate University, New York; Doctor of Philosophy, Clark University, Massachusetts, anticipated in December 2007
Experience: Dr. Danielson has five years of experience as a research assistant and one year as a substitute teacher and teaching assistant. He is currently a copy editor for Casa Grande Valley Newspapers.

De Arrieta, Barbara
Discipline(s): Mathematics (Developmental)
Education: Bachelor of Science, Education, Master of Education, Secondary Education, University of Nevada
Experience: Ms. de Arrieta has nine years of experience as a high school teacher and fourteen years as a school administrator.

De La Rosa, Cesar
Discipline(s): Math  
Education: Bachelor of Science, Electrical Engineer, University of Arizona; Master of Science, Mathematics, New Mexico State University
Experience: Mr. de la Rosa has more than three years of experience as a math instructor.

Dean, James S.
Discipline(s): Emergency Medical Services (Occupational/Workforce), Emergency Medical Technology (Occupational/Workforce), Fire Science (Occupational/Workforce)  
Education: Coursework, Fire Science, Pima Community College; Certificate, EMT-Paramedic, National Registry of Emergency Medical Technicians; Certificate, Paramedic, Arizona, Department of Health Services Bureau of Emergency Medical Services
Experience: Mr. Dean has more than six years of experience with the City of Tucson as a Paramedic and Firefighter.

Dell’Acqua, Arturo
Discipline(s): Art  
Education: Master of Arts, Anthropology, Master of Fine Arts, Art, University of Arizona
Experience: Mr. Dell’Acqua is currently retired. He was previously employed as an art teacher at Desert Winds High School; art teacher for Casa Verde High School; Spanish teacher for Casa Grande Union High School; teacher for Tucson Youth Development; Spanish and art teacher for Fenster High School; and as an adjunct faculty member at Pima Community College.

Dinkelman, Elizabeth A.
Discipline(s): Mathematics  
Education: Bachelor of Science, Mathematics, Master of Science, Mathematics, Doctor of Jurisprudence, Brigham Young University, Utah
Experience: Dr. Dinkelman has three years of experience as a mathematics instructor at the post-secondary level and was previously a mathematics lecturer for the College of the Marshall Islands (1993-1995).

Doran, Ed
Discipline(s): Student Success  
Education: Associate of Arts, Liberal Arts, Pima Community College; Bachelor of Arts, Interdisciplinary Studies, Master of Education, University of Arizona, anticipated May 2008
Experience: Mr. Doran has eight years of experience as an instructor for Pima Community College.

Easton, Robert M.
Discipline(s): Law Enforcement and Law Enforcement Academy  
Education: Bachelor of Arts, Psychology, Prescott College

*Regular Employee
Experience: Mr. Easton has twenty-seven years of experience in law enforcement as a Police Officer and Sergeant with the City of Tucson Police Department. In addition, he worked as a Law Enforcement Instructor for Gilmartin, Harris & Associates. Mr. Easton currently works for the Professional Development/Training Administration with Oro Valley Police Department.

Elliott, Melody A.  
Discipline(s): Education  
Education: Bachelor of Science, Elementary Education, Belmont College; Master of Education, Administration and Supervision, Doctor of Education, Education, Tennessee State University  
Experience: Dr. Elliott has more than thirty years of experience as an elementary teacher with Sumner County Schools in Hendersonville, Tennessee.

English, Kelly J.  
Discipline(s): Education  
Education: Bachelor of Education, Elementary Education, University of Arizona; Master of Education, Administration and Supervision, Tennessee State University; Doctor of Education, Educational Leadership, Northern Arizona University  
Experience: Dr. English has more than seven years of teaching experience with Marana Unified School District.

Gabriel, Jodi A.  
Discipline(s): Nursing  
Education: Bachelor of Science, Nursing, Thomas A. Edison State College, New Jersey; Master of Science, Nursing, State University of New York, New Paltz  
Experience: Ms. Gabriel has twenty years of clinical nursing and administrative experience acquired in Tucson area hospitals and in New York.

Ganley, Matthew C.  
Discipline(s): Reserve Officers Training Corps-ROTC Navy (Occupational/Workforce)  
Education: Bachelor of Business Administration, Business Management, Auburn University  
Experience: Mr. Ganley has twelve years of experience as a Marine Officer Instructor under the ROTC Navy program.

George, Elizabeth C.  
Discipline(s): Dance  
Education: Bachelor of Fine Arts, Dance, Master of Fine Arts, Theatre Arts, University of Arizona  
Experience: Ms. George has two years of experience as a dance instructor for private academies, in addition to, two years of experience as a dance instructor. She is currently an adjunct faculty member for University of Arizona School of Dance.

*Regular Employee
Adjunct Faculty Appointments

Gibson, Flavia M.  
Discipline(s): Education  
Education: Bachelor of Arts, Biology, Health and Chemistry, Northwestern College; Master of Arts, Teaching, University of Iowa  
Experience: Ms. Gibson has six years of experience in teaching including employment at Mt. San Antonio College in California as an instructor and at Rialto Unified School District in California as a biology teacher. Most recently, she was employed with Marana Unified School District as an elementary teacher for 3rd and 5th grades.

Goodspeed, Faye  
Discipline(s): Writing, Reading (Developmental)  
Education: Bachelor of Arts, Interdisciplinary Studies, University of Arizona; Master of Education, Special Education, Northern Arizona University  
Experience: Ms. Goodspeed has twenty-six years of experience as a middle and elementary school teacher and is currently employed at Dove Christian School.

Helfrich, Mary A.  
Discipline(s): Economics  
Education: Bachelor of Science, Agriculture, Pennsylvania State University; Master of Science, Agricultural Economics, University of Arizona  
Experience: Ms. Helfrich has no previous teaching experience; however, she meets the academic certification requirements.

Hensley, Keith C.  
Discipline(s): Law Enforcement and Law Enforcement Academy (Occupational/Workforce)  
Education: Certificate of Training, National Highway Traffic Safety Administration, U.S. Department of Transportation; Certificate, Field Training Officer Program, Southern Arizona Law Enforcement Institute Police Training Center  
Experience: Mr. Hensley has twenty-one years of experience with the Tucson Police Department in the capacities of Police Officer and Police Officer Trainer.

Henderson, Basil L.  
Discipline(s): Computer Information Systems (Occupational)  
Education: Associate of Applied Science, Digital Electronics Technology, Pima Community College  
Experience: Mr. Henderson has twenty years of experience as a laboratory specialist and equipment technician for IBM and Texas Instruments.

Hughes-Juan, Lucinda A.  
Discipline(s): Business, Management  
Education: Bachelor of Science, Business/Management, Master of Business Administration, Global Management, University of Phoenix  
Experience: Ms. Hughes-Juan has eleven years of experience as a consultant and professional development trainer for Native American organizations, and is currently serving as a business instructor at Tohono O'odham Community College.

*Regular Employee (Continued)
Adjunct Faculty Appointments

Jacobs Figueredo, Maureen
Discipline(s): Psychology, Education
Education: Bachelor of Arts, William Paterson College, New Jersey; Master of Education, Counseling, Northern Arizona University
Experience: Ms. Jacobs Figueredo has been self-employed as a consultant and instructor in the computer and design fields for seventeen years and as an adjunct computer literacy instructor at Northwest Learning Center for two semesters.

Kress, Rose
Discipline(s): Fitness and Sport Science
Education: Bachelor of Arts, Sociology, University of Arizona
Experience: Ms. Kress is a certified yoga teacher from the Providence Institute and meets the Academic Limited Exemption Certification requirements.

Lane, Kevin R.
Discipline(s): Law Enforcement and Law Enforcement Academy (Occupational/ Workforce)
Education: Bachelor of Arts, Linguistics, University of Arizona
Experience: Mr. Lane has twenty-three years of experience with the Tucson Police Department in the capacities of Police Officer and Police Commander.

Leos, Rafael
Discipline(s): Biology
Education: Bachelor of Science, Biology, New Mexico State University
Experience: Mr. Leos has more than eighteen graduate hours in biology and meets the Academic Limited Exemption Certification requirements.

Linnaus, Fredrick
Discipline(s): Physics
Education: Bachelor of Science, Electronics, Chapman University; Bachelor of Science, Physics, Master of Arts, Teaching and Teacher Education, University of Arizona
Experience: Mr. Linnaus’ experience includes: physics/mathematics teacher for Tucson Unified School District; Engineering Configuration Control for C.O.P.E.; and ACE Instructor for Tucson Youth Development.

Livio-Velez, Paulette
Discipline(s): Education, Philosophy
Education: Bachelor of Arts, Philosophy, The City University of New York Brooklyn, New York; Master of Art, Education, University of Phoenix, Arizona
Experience: Ms. Livio-Velez has more than two years of experience as a secondary teacher for Tucson Unified School District.

Lowery, Felicia
Discipline(s): Fitness and Sport Science
Education: Bachelor of Science, Nutrition, Evergreen State College, Washington
Experience: Ms. Lowery is a certified yoga teacher from the Providence Institute and meets the Academic Limited Exemption Certification requirements.

*Regular Employee (Continued)
Maginniss, Donna C.  
Discipline(s): Mathematics (Developmental)  
Education: Bachelor of Science, Science and Humanities, Iowa State University; Post-graduate coursework, University of Alabama and University of Arizona  
Experience: Ms. Maginniss has three years of experience as an ABC television affiliate engineer and three years of experience as a hardware and software developer for Nichols Research Corporation.

McKenna, Edward L.  
Discipline(s): Writing  
Education: Bachelor of Arts, English, Master of Arts, English, Wayne State University, Michigan  
Experience: Mr. McKenna has twenty years of experience as a writer and editor for aviation business and technology magazines as well as transportation newsletters.

Milton, Kevin D.  
Discipline(s): Computer-Aided Drafting (Occupational)  
Education: Bachelor of Arts, English Philosophy  
Experience: Mr. Milton is currently a computer-aided drafting Laboratory Specialist for Pima Community College; he meets the occupational certification requirements.

Montez, Graciela  
Discipline(s): Office and Administrative Professions (Occupational)  
Education: Bachelor of Science, Business Education, Master of Education, Business Education, University of Arizona  
Experience: Ms. Montez was employed as an adjunct faculty member in administrative services careers for Pima Community College (1994-2001).

Montoya, Miriam  
Discipline(s): Spanish  
Education: Bachelor of Arts, Broadcasting, Arizona State University; Master of Arts, Spanish, University of Arizona  
Experience: Ms. Montoya has no previous teaching experience; however, she meets academic certification requirements.

Naganathan, Gnanakumaran  
Discipline(s): Philosophy, Religion  
Education: Bachelor of Arts, Philosophy, University of Kelaniya, Colombo, Sri Lanka, Master of Arts, Philosophy, University of Jaffna, Jaffna, Sri Lanka, Doctor of Philosophy, Philosophy, Rani Durgavati University, India  
Experience: Dr. Naganathan is an Associate Professor of Philosophy at University of Jaffna, Sri Lanka and is currently a Fulbright Scholar-in-Residence with a joint appointment at University of Arizona and Pima Community College (2007-2008). Dr. Naganathan has served in various administrative capacities at the University of Jaffna since 1992 as administrative coordinator for the Departments of Philosophy and Fine Arts, Academic Coordinator of External Degree Registration and

*Regular Employee (Continued)
Examinations and, most recently, served as the administrative coordinator for the Department of Law. He has over twenty-five years of continuous university teaching experience and has authored and/or edited numerous books and articles.

Peer, Scott G.
Discipline(s): Mathematics  
Education: Bachelor of Arts, Mathematics, Master of Arts, Mathematics, California State University, Fullerton  
Experience: Mr. Peer has five years of experience as a mathematics lecturer at a community college and a state university in California and twenty-one years of experience as software engineer at Raytheon.

Quarelli-Buck, Jennifer
Discipline(s): Writing  
Education: Bachelor of Science, Journalism, Master of Arts, English, Northern Arizona University  
Experience: Ms. Quarelli-Buck has ten years of experience as a high school English teacher and is currently a teacher and department chair at Mountain View High School.

Rabius, Kristina
Discipline(s): Business/Finance Services (Occupational/Workforce)  
Education: Coursework, Business Administration, Westminster College; Bachelor of Science, Business Administration, University of Pittsburgh; Master of Science, Instructional Leadership, Robert Morris University  
Experience: Ms. Rabius has seven months of teaching experience working with the Bureau of Prisons as a vocational instructor teaching computer skills. In addition, Ms. Rabius has experience with the Institute for Shipboard Education in student services as an academic affairs assistant and student services intern. Ms. Rabius was also an accounting clerk with Wright Automotive.

Repath, Ralph
Discipline(s): Biology  
Education: Bachelor of Science, Botany, Louisiana Tech University, Louisiana; Master of Education, Biology, University of Arizona  
Experience: Mr. Repath has more than five years of experience as a science teacher.

Saedi-Marghmaleki, Isaac
Discipline(s): Mathematics  
Education: Bachelor of Science, Engineering, University of California, Santa Barbara; Master of Science, Electrical Engineering, California State University, Los Angeles  
Experience: Mr. Saedi-Marghmaleki has no previous teaching experience; however, he meets developmental certification requirements.

*Regular Employee (Continued)
Sainz, John D.  
**CC**  
**Discipline(s):** Law Enforcement and Law Enforcement Academy (Occupational/ Workforce)  
**Education:** Associate of Arts, Criminal Justice, Pima Community College  
**Experience:** Mr. Sainz has twenty-seven years of experience as a Police Officer with Pima Community College and most recently with the Tucson Police Department.

Schuh, Michael J.  
**CC**  
**Discipline(s):** Law Enforcement and Law Enforcement Academy (Occupational/ Workforce)  
**Education:** Associate of Applied Science, Administration of Justice, Mohave Community College; Bachelor of Science, Management, University of Phoenix; Master of Science in Education, Educational Leadership, Northern Arizona University  
**Experience:** Mr. Schuh has twenty years of experience with the Oro Valley Police Department in the capacities of Police Officer and Police Officer Instructor.

Sickelbower, Kara M.  
**CC**  
**Discipline(s):** Law Enforcement and Law Enforcement Academy (Occupational/ Workforce)  
**Education:** Bachelor of Arts, Sociology, Master of Arts in Education, Educational Counseling, University of Arizona  
**Experience:** Ms. Sickelbower has twenty years of Law Enforcement combined experience as a Correction Officer and Police Officer.

Simmons, Marvin K.  
**CC**  
**Discipline(s):** Law Enforcement and Law Enforcement Academy (Occupational/ Workforce)  
**Education:** Certificate, Police Officer, Tucson Police Department; Certificate, Instructor, Arizona Law Enforcement Training Academy  
**Experience:** Mr. Simmons has over twenty years of experience with the Tucson Police Department.

Skeennes, Elizabeth M.  
**CC**  
**Discipline(s):** Law Enforcement and Law Enforcement Academy (Occupational/Workforce)  
**Education:** Certificate, Police Officer, Tucson Police Department; Certificate, AZ POST General Instructor, Arizona Peace Officer Standards Training Board  
**Experience:** Ms. Skeennes has seven years of experience with the Tucson Police Department.

Sloan, George A.  
**CC**  
**Discipline(s):** Law Enforcement and Law Enforcement Academy (Occupational/Workforce)  
**Education:** Certificate, Police Officer, Tucson Police Department; Certificate, Police Instructor Certification Course, Southern Arizona Law Enforcement Training Institute Police Training Center  
**Experience:** Mr. Sloane has more than twenty years of experience with the Tucson Police Department.

Skrepnik, Nebojsa, M.D.  
**NW**  
**Discipline(s):** Clinical Trial Coordinator (Occupational)  
**Education:** Master of Science, Doctor of Medicine, Doctor of Philosophy, University of Belgrade, Yugoslavia

*Regular Employee* (Continued)
Experience: Dr. Skrepnik has several years of experience teaching/lecturing at University of Banja Luka, Yugoslavia, Medenica Clinic, South Carolina and University of Belgrade, Yugoslavia. Since 2002, employed as Director of Research, Training and Education at Tucson Orthopedic Institute Research Center.

Spangler, Karole E.
Discipline(s): Theater WC
Education: Bachelor of Fine Arts, Drama, University of Oklahoma, Master of Fine Arts, Theatre and Drama, University of Wisconsin
Experience: Three years of experience as drama curriculum instructor in secondary public school; five years of experience as actor with Stage One Children’s Theatre in Louisville, Kentucky; and one year of experience as an acting instructor at University of Arizona School of Theatre.

Welch, Richard W. CC
Discipline(s): Geography
Education: Bachelor of Arts, Geography, Indiana University; Master of Arts, Geography, Michigan State University
Experience: Mr. Welch was a museum Director for the City of Farmington in New Mexico for five years. Most recently, he was employed as an adjunct instructor at San Juan College in New Mexico.

Stillwell, Roger C. DV
Discipline(s): Biology
Education: Bachelor of Science, Biology, Campbellsville University; Doctor of Philosophy, Entomology, University of Kentucky
Experience: Dr. Stillwell is a Postdoctoral Research Associate for University of Arizona; and previously was Research Assistant for University of Kentucky.

Zack, Ronald CC
Discipline(s): Administration of Justice, Direct Care Professional (Occupational/Workforce), Medical Assistant (Occupational/Workforce), Nursing Assistant (Occupational/Workforce)
Education: Bachelor of Applied Science, Allied Health Nursing, Siena Heights College; Master of Arts, Linguistics, Wayne State University; Juris Doctor, Western State University College of Law
Experience: Dr. Zack was a museum director for the City of Farmington in New Mexico for five years and was recently employed as an adjunct instructor for San Juan College in New Mexico.

Zamora, Jorge WC
Discipline(s): Biology, Chemistry
Education: Bachelor of Science, Molecular and Cellular Biology, Doctor of Philosophy, Biochemistry, University of Arizona

*Regular Employee
Experience: Dr. Zamora is a recent Ph.D. graduate and is currently serving as Post-Doctoral Research Associate in the department of Biochemistry and Molecular Biophysics at University of Arizona.

Contact Person:

Dr. Raul Ramirez, Vice Chancellor for Human Resources (206-4562)

Dr. Roy Flores, Chancellor
TO: Board of Governors  DATE: 11/21/07
FROM: Chancellor  ITEM NO: 16.4
SUBJECT: Temporary Appointments

Recommendation:

The Chancellor recommends these individuals be employed as temporary employees. Once authorized by the Board of Governors, these individuals may be used as a pool of employees for current and future temporary assignments.

Background:

Temporary employees, by practice and policy, are defined as employees who are assigned to work full-time, part-time or on an intermittent as-needed basis for a specific period of time. With Board approval, these names will be added to the approved list of individuals to provide a pool of temporary employees for current and future temporary assignments subject to continued satisfactory job performance and the needs of the College.

On a monthly basis, when new temporary employees, including new non-credit instructors, are hired, their names will be brought forward to the Board for approval prior to beginning employment with all other new appointments. The following summaries contain individual background information and show the initial campus and temporary position for which the individual is recommended. Temporary employees may also be employed in other positions in the future as the needs of the College change.

Abend, Stacey R.  Special Project Professional  DO
Education: Master of Education, Education Leadership, Northern Arizona University; Bachelor, Political Science and History, University of Arizona

Avvampato, Aine  Tutor  WC
Education: Associate, Spokane Falls Community College
Experience: Ms. Avvampato has no previous tutoring experience.

Barrett, Brian  Special Projects Professional  CC
Education: Bachelor of Arts, University of Arizona; Bachelor of Science, University of Arizona

(Continued)
Temporary Appointments

Date: 11/21/07
Page 2

Experience: Mr. Barrett is currently Tucson Fire Department as a fire fighter/engineer (2003-present). Mr. Barrett is a certified as a wild-land fire fighter, technical rescue & hazmat technician, Emergency Medical Technician, and Firefighter I & II.

Black, Clayton

Special Projects Professional CC
Education: Coursework, Fire Sciences, Pima Community
Experience: Mr. Black is currently a fire fighter and engineer for the Tucson Fire Department (2005-present). He received certification in 2005 as an Emergency Medical Technician and Firefighter I & II.

Bracamonte, Manny

Community Service Officer MS
Education: Coursework, Pima Community College
Experience: Mr. Bracamonte retired from the Tucson Police Department with eighteen years of service as a police officer and detective. Previously, he served two years as a police officer for Pima Community College.

Castro de Real, Alicia N.

Support Assistant CC
Education: Coursework, Business, Instituto Tecnológico de Sonora (ITSON), Ciudad Obregón, Sonora México
Experience: Ms. Castro de Real’s experience includes more than two years in hotel customer service and more than one year in presenting, developing and designing of instruction manuals at a digital cable company, as well as experience working with the Internet, Word Processing, Excel and PowerPoint.

Cline, Eric

Tutor III and Support Assistant EC
Education: Associate of Applied Science, Paramedicine, Pima Community
Experience: Captain Cline’s experience includes four years as an EMT-Basic; eight years as a paramedic, fire fighter, and field instructor; two years as a Fire Officer; and four years as an EMT-Basic instructor. He holds the following certifications: Arizona State Fire I & II Certificate, Pima Community College; Paramedic Certificate, University of Arizona.

Cory, Edna Marie

Noncredit Instructor CC
Education: Bachelor of Science, Clothing and Textiles, Colorado State University; Master of Science, Merchandising and Consumer Studies, Doctor of Philosophy, Higher Education Administration, University of Arizona
Experience: Ms. Cory has over thirty years of sales and management experience in the fashion industry and in teaching and administration in higher education.

DeNinno, Melisa

Instructor for PCAE CC
Education: Bachelor of Arts, Spanish and Anthropology, University of San Diego
Experience: Ms. DeNinno has seven years of experience teaching English as a Foreign Language in adult programs in Spain and three years of experience teaching academic subjects in a special needs high school.

(Continued)
Dunst, Joel  
**Noncredit Instructor**  
**CC**

**Education:**  
High School Diploma

**Experience:**  
Mr. Dunst is a professional jazz and contemporary musician. He teaches percussion at local high schools and assists upcoming musicians with musical instrument repair.

Engan, Emily  
**Office Aide II**  
**WC**

**Education:**  
Coursework, Anthropology and Archaeology, Pima Community College

**Experience:**  
Ms. Engan has extensive customer services experience.

Figueroa, Karina  
**Childcare Assistant**  
**WC**

**Education:**  
Associate of Science, Respiratory Therapy, Pima Medical Institute

**Experience:**  
Ms. Figueroa has worked as a respiratory therapist.

Gawne, Marcus  
**Tutor III and Support Assistant**  
**EC**

**Education:**  
Coursework, EMT-Basic, Pima Community College

**Experience:**  
Mr. Gawne is a newly certified Emergency Medical Technician, has completed EMT-Basic coursework and certification at Pima Community College, and holds CPR certification as a Professional Rescuer for the American Red Cross.

Gregg, Kenneth S.  
**Trainer/Facilitator**  
**CC**

**Education:**  
Bachelor of Science, Computer Science, Michigan State University; Master of Science, Computer Science, University of Texas

**Experience:**  
Ms. Gregg is an adjunct faculty member in computer programming at Pima Community College (1998-present); and President of Digital Intelligence, Inc., a computer consulting firm providing design and development of custom software solutions in C, C++, C# and assembly language (1996-present). Other experience includes: Senior Director of Software Engineering at Artisoft; Windows NT Test Manager at Microsoft (where he managed a group of over 180 software engineers); Lead Senior Software Engineer at InteCom (Wang Laboratories); and Software Engineer at Texas Instruments (1982-1996).

Hanson, Jakob  
**Tutor I**  
**NW**

**Education:**  
Coursework, Engineering, Pima Community College

**Experience:**  
Mr. Hanson has experience working with grammar and essay construction. He served four years in the armed services.

Huerta, Renee  
**Special Projects Professional**  
**CC**

**Education:**  
Bachelor of Arts, University of Arizona

**Experience:**  
Ms. Huerta has worked in an administrative and accounting role with a paving and construction company for several years. In addition, she has worked as an accounting associate to a local C.P.A. and as a property administrator for a commercial real estate firm.

(Continued)
Temporary Appointments

**Jakoby, Eric**  
**Special Projects Professional**  
**CC**  
Coursework, Fire Sciences, Pima Community College  
Mr. Jakoby has been employed by Tucson Fire Department since January 2007. Prior to that, he was employed by Rural Metro Fire Department. Mr. Jakoby is a certified paramedic and is ACLS, PALS and PEPP certified by the American Heart Association; and completed the Emergency Medical Technician and Fire Science certification programs.

**Koch, Erich**  
**Peer Tutor**  
**NW**  
Coursework, Engineering, Pima Community College  
Mr. Koch’s experience is limited to his work as a student.

**Krebs, Mark**  
**Support Assistant**  
**EC**  
Coursework, Fire Sciences, Pima Community College  
Mr. Krebs has twenty-three years of experience as a fire fighter and has taught emergency medical technician training as an adjunct faculty member at Pima Community College. Certifications include: Arizona State certified Fire Fighter I & II, Tucson Fire Academy (1996); Arizona State certified EMT-B Pima Community College (1994); and state certified HAZMAT Technician (1991).

**Love, Curtis**  
**Community Service Officer**  
**MS**  
Coursework, Parson Junior College  
Mr. Love has seven years of experience as a security guard. He also has three years of experience as a production worker.

**Martinez, Manuel**  
**Materials Handler Technician**  
**MS**  
Associate Degree, General Studies, Pima Community College  
Mr. Martinez has six years of experience as a materials handler specialist and two years of experience as an engineering manager.

**Maiden, Anna**  
**Trainer/Facilitator**  
**CC**  
Bachelor of Arts, Business and Management, Prescott College; Master of Arts, Educational Leadership, Northern Arizona University  
Ms. Maiden is currently the Executive Director of Human Resources for the Sunnyside School District (2007). Previously, she was the Director of Human Resources for the Vail School District (2002-2007); and Human Resources Supervisor for Amphitheater School District (2000-2002). Her experience includes developing and delivering instruction in leadership, interpersonal communications and mediation. She has extensive experience facilitating leadership training for the WYCA Women’s Leadership Program, and she serves as a volunteer mediator for the Arizona Attorney General’s Office.

**Majkut, Martin**  
**Noncredit Instructor**  
**CC**  
Doctor of Philosophy, Musical Arts, Orchestral Conducting, University of Music and Dramatic Arts, Bratislavia, Slovakia

(Continued)
Temporary Appointments

Date: 11/21/07
Page 5

Experience:

Mr. Majkut is the resident conductor for the Southern Arizona Symphony Orchestra for the Fall 2007 season. He served as the assistant conductor for the Slovak Philharmonic for one year and was a teaching assistant at the University of Arizona for three years. Mr. Majkut is a Fulbright Scholarship recipient for University of Arizona Orchestral Studies and he received the distinguished graduate student award from the University of Arizona School of Music.

Martinez, Loretta

Trainer/Facilitator

Education:

Bachelor of Science, Business Administration, Human Resources, University of Arizona; Master of Education, Educational Leadership, Northern Arizona University

Experience:

Ms. Martinez is currently an adjunct instructor for Pima Community College, teaching human resources management (2003-present). Previously, she was Director of human resources payroll at Tucson Unified School District (1999-2003); and Senior Program Coordinator in human resources at University of Arizona (1987-1998).

Martinez, Teresita

Writing Tutor

Education:

Bachelor of Arts, Journalism, University of Arizona

Experience:

Ms. Martinez' experience includes a six months as an intern at KVOA television station and as a cashier at Home Depot.

McCloskey, John

Substitute Instructor - PCCAE

Education:

Master, Elementary Education, Drexel University

Experience:

Mr. McCloskey has credentials as an adult education instructor and as a K-12 substitute teacher in the state of Arizona. He was an adjunct faculty member and teaching assistant at the University of San Diego (2001-2004). He is currently a part-time substitute teaching coordinator at Salpointe High School.

Montoya, Jessica

Office Aide

Education:

Coursework, Dental Hygiene, Pima Community College

Experience:

Ms. Montoya has two years of work experience in data entry, office procedures, customer service and report preparation.

Moreland, Margaret

Special Projects Professional

Education:

Bachelor of Arts, Education, University of Arizona; Master of Education, University of Arizona

Experience:

Ms. Moreland has recently retired from working for Merck & Co. She has extensive experience in cardiovascular pharmaceutical sales and team management and holds an Advanced Certificate in Practical Nursing from Pima Community College.

Morneweg, Amber

Office Aide

Education:

Coursework, Early Childhood Education, Pima Community College

Experience:

Ms. Morneweg has three years work experience in office procedures and customer service.

(Continued)
Mounce, Donald A.  
**Trainer/Facilitator CC**

**Education:** Bachelor of Science, Journalism, Southern Illinois University; Master of Arts, Communications/Business, University of Dayton

**Experience:** Mr. Mounce has more than twenty years of experience in business with a focus on marketing. He is currently an adjunct marketing instructor for the College (2006-present), as well as a senior consultant for Career Track, one of the largest business-to-business communications agencies in the U.S (2000-present). Prior to that, he was a director of marketing for Gem City Engineering, a global manufacturer of automation/clean room robotic assembly and test systems (1997-2000); and an advertising manager for Ferno Washington, Inc, a global manufacturer (1995-1997). Previously, he was the sole proprietor of D.A. Mounce and Associates, a public relations, marketing and advertising services firm (1989-1995).

Norris, Joseph F  
**Trainer/Facilitator CC**

**Discipline(s):** Business and Communications (Occupational), Community Campus

**Education:** Bachelor of Science, English/Speech, Bowling Green State University; Master of Arts, English, Bowling Green State University

**Experience:** Mr. Norris was an adjunct writing instructor for Pima Community College in 2002 and has more than twenty years of experience in classroom teaching and workplace instruction. He is the owner of Norris and Associates, an independent consulting firm specializing in training design and delivery with an emphasis on wastewater systems (2001-present). He is currently a trainer and consultant for EMA, Inc (1999-present). Previously, he was a trainer for the Arizona Department of Economic Security (1992-1999).

Orona, Ron A.  
**Support Assistant (Testing Evaluator) CC**

**Education:** Coursework, EMT-Basic, Pima Community College

**Experience:** Mr. Orona is a newly certified Emergency Medical Technician with ten months working as a Patient Care Technician at Northwest Medical Center. His qualifications include EMT-Basic certification (state & national); completion of Critical Care Course, Northwest Medical Center; and CPR certification.

Patterson, Paul  
**Special Projects Professional CC**

**Education:** Coursework, General Studies, Pima Community College

**Experience:** Mr. Patterson has been a police officer with the Tucson Police Department since February 2002. He is a peace officer certified by AZPOST to teach in the fields of general instruction and defensive tactics.

Richardson, Michael D.  
**Tutor III and Support Assistant EC**

**Education:** Coursework, EMT-Basic, Pima Community College

**Experience:** Mr. Richardson is a newly certified Emergency Medical Technician.

(Continued)
Rieffer, Patrick
Education: Coursework, Paramedic Program, University of Arizona
Experience: Mr. Rieffer has been a firefighter/paramedic for Rural Metro/Southwest Ambulance since October 2005. He is certified as a paramedic on the state and national levels, and as a Firefighter I & II. In addition, he is ACLS, ALS and PAL certified. He also completed the EMT 100 (Basic) at Pima Community College.

Rodriguez, Sarah
Education: Coursework, General Studies, Pima Community College
Experience: Ms. Rodriguez was previously employed as a receptionist at Unique Identity Hair Salon.

Rubio, Lisa
Education: Bachelor of Arts, English, Washington State University; Master of Arts, Mexican American Studies, University of Arizona
Experience: Ms. Rubio has four years of work experience in recruitment, admissions and advising with high school and college student populations.

Sabori, Ernest
Education: High School Diploma
Experience: Mr. Sabori has fifteen years of experience with the United States Postal Service, as a postal carrier, instructor and customer service supervisor.

Sangiolo, Brett
Education: Coursework, General Studies, Pima Community College
Experience: Mr. Sangiolo has four years of cashiering and customer service experience.

Schultz, Andrew
Education: Bachelor of Science, Wildlife and Fisheries Science, Master of Science, Wildlife and Fisheries Science, Doctor of Philosophy - Pending, Natural Resource Studies, University of Arizona
Experience: Mr. Schultz is currently an adjunct faculty member at Pima Community College teaching two biology classes this semester. He has extensive paid and volunteer experience with the Arizona Cooperative Fish and Wildlife Research Unit.

Skeenes, Elizabeth
Education: Bachelor of Science, Criminal Justice, Master of Arts, Sociology, Center Missouri State University
Experience: Ms. Skeenes has been a police officer with the Tucson Police Department since November 1995. She is a peace officer certified by AZPOST to teach in the fields of general instruction, physical training, firearms and defensive tactics.
Valenzuela, Zachariah  
Community Service Officer  
MS

Education:  
Coursework, Pima Community College

Experience:  
Mr. Valenzuela is currently a transportation specialist in the United States Army Reserves. He has one year of experience in restaurant service and four years of experience as a customer service technician and warehouse assistant.

Waetje, Kathryn  
Tutor II  
NW

Education:  
Bachelor of Arts, German and French, San Diego State University; Master of Arts, Foreign Language Instruction, Western Washington University

Experience:  
Ms. Waetje has several years of experience teaching German, French, and Debate. She is currently teaching German at Pima Community College.

Wojdyla, Peter  
Community Service Officer  
MS

Education:  
Associate of Applied Science, General Business, Southwest College; Coursework, Engineering, University of Arizona

Experience:  
Mr. Wojdyla has seven years of experience as an environmental loss control officer, five years of experience as a civil engineer project manager and nine months of experience as a mechanic’s helper.

Ybarra, John  
Tutor III and Support Assistant.  
EC

Education:  
Coursework, EMT-Basic, Pima Community College

Experience:  
Mr. Ybarra is a newly certified Emergency Medical Technician.

Zack, Ronald  
Trainer/Facilitator  
CC

Education:  
Associate of Applied Science, Nursing, Sauk Valley College; Bachelor of Applied Sciences, Nursing, Siena Heights College; Master of Arts, Linguistics, Wayne State University; Juris Doctorate, Western State University College of Law

Experience:  

Contact Person:

Dr. Raul Ramirez, Vice Chancellor for Human Resources (206-4562)
TO: Board of Governors
FROM: Chancellor
DATE: 11/21/07
ITEM NO: 16.5
SUBJECT: Unclassified Pay Rates and Arizona Minimum Wage

Background:
Effective January 1, 2008 the minimum wage within the state will be increased to $6.90 per hour. In order to comply with the change, the Unclassified Pay Schedule that exists to compensate temporary employees for work that does not fall within the College's classification system has been increased as noted below. This increase only affects the Unclassified Pay Schedule since the regular employee pay schedule begins at $12.40 per hour.

<table>
<thead>
<tr>
<th>Title</th>
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<th>Adjusted Rate</th>
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<tbody>
<tr>
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</tr>
<tr>
<td>Office Aide I</td>
<td>$6.75</td>
<td>$6.90 - $8.00 (Office Aide)</td>
</tr>
<tr>
<td>Office Aide II</td>
<td>$6.75 - $8.00</td>
<td></td>
</tr>
<tr>
<td>Auxiliary Aide I</td>
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<td>$6.90 - $8.00 (Auxiliary Aide)</td>
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<td>Tutor I</td>
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<tr>
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<td>Event Assistant I</td>
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</tbody>
</table>

All other unclassified pay rates remain unchanged. Definitions of the various levels also remain unchanged and are contained within the Unclassified Pay Schedule for Temporary Employees.

Financial Consideration:
It is expected that current funding sources will be sufficient as allocated or accommodated through appropriate budget adjustments for the remainder of this fiscal year.

Contact Person:
Dr. Raul Ramirez, Vice Chancellor for Human Resources (206-4562)

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
ITEM NO: 16.6
DATE: 11/21/07
SUBJECT: BP-3118: Access to Learning – Final Reading

Recommendation:

This is the final reading of the newly-created Board Policy 3118 - Access to Learning. The Chancellor recommends that the Board approve the policy.

Background:


Implementation and responsibility of this policy resides in the Office of the Provost/Executive Vice Chancellor.

Financial Considerations:

There are no financial considerations associated with this proposal.

Contact Person:

Dr. Suzanne L. Miles, Provost/Executive Vice Chancellor (206-4999)

[Signature]
Dr. Roy Flores, Chancellor
Pima County Community College District Board Policy

Board Policy Title: Access to Learning

Board Policy Number: BP-3118
Adoption Date: xx/xx/xx
Revision Date(s):
Sponsoring Unit/Department: Chancellor & Provost/Executive Vice Chancellor
Motion No:
Legal Reference:
Cross Reference:

STATEMENT OF PURPOSE

Pima County Community College is committed to providing access to learning without the limits of time, place or distance.

POLICY EFFECT

To that end, the College will ensure that courses, programs and services are offered days, evenings, weekends; through distance learning technologies; and by delivery systems commensurate with the needs of the community.

AUTHORITY TO ESTABLISH PROCEDURES

The College administration is authorized to establish procedures to implement this policy.
TO: Board of Governors   DATE: 11/21/07
FROM: Chancellor  ITEM NO: 16.7

SUBJECT: Grant Proposal/Subrecipient Award and Agreement:
National Science Foundation – Arizona Board of Regents on behalf of the
University of Arizona
Chemistry XXI: A New Curriculum for a Modern Era

Recommendation:

The Chancellor recommends that the Board of Governors approve the “Chemistry XXI: A New Curriculum for a Modern Era” grant proposal to the National Science Foundation and, if funded, acceptance of a subrecipient award and establishment of an Intergovernmental Agreement with the University of Arizona for the period of January 1, 2008 – December 10, 2010.

Background:

The National Science Foundation’s Course, Curriculum, and Laboratory Improvement (CCLI) program seeks to improve the quality of science, technology, engineering, and mathematics (STEM) education for all undergraduate students. The program supports efforts to create new learning materials and teaching strategies, develop faculty expertise, implement educational innovations, assess learning and evaluate innovations, and conduct research on STEM teaching and learning.

The University of Arizona (UA) is partnering with key faculty at both Desert Vista and West Campuses. PCC faculty will work in collaboration with UA faculty to develop and pilot test instructional modules and include assessment tasks to systematically collect evidence of student learning. PCC will participate in the development of the curricular activities with UA, pilot test the new curriculum at both campuses and assess student learning in all sections of general chemistry at West and Desert Vista campuses.

The UA applied for a Phase 1 project and has received funding to develop and pilot test a new viable and coherent curricular approach for teaching general chemistry at a college level. The chemistry curriculum will be developed at the UA and at Pima Community College’s Desert Vista and West Campuses.

The “Chemistry XXI: A New Curriculum for a Modern Era” grant proposal relates to Pima Community College’s 2006-2008 year plan, Initiative 2: Improve Access to Learning, Strategy 2.4: Continue to enhance relations with other educational providers.

(Continued)
Financial Considerations:

The total grant amount being requested is $35,428.40 for 2008-2010 from the University of Arizona to fund the Chemistry XXI: A New Curriculum for a Modern Era” grant proposal. The table below illustrates the expense items for this grant:

<table>
<thead>
<tr>
<th>Expenses</th>
<th>Year One</th>
<th>Year Two</th>
<th>Year Three</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>PCC Direct Cost</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Materials and Supplies-WC</td>
<td>$150.00</td>
<td>$140.00</td>
<td>-</td>
<td>$290.00</td>
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<td>Faculty Stipend-WC</td>
<td>4,900.00</td>
<td>4,900.00</td>
<td>800.00</td>
<td>$10,600.00</td>
</tr>
<tr>
<td>Faculty Fringe-WC @ 18%</td>
<td>882.00</td>
<td>882.00</td>
<td>144.00</td>
<td>1,908.00</td>
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<tr>
<td>Faculty Stipend-DV</td>
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<tr>
<td>Faculty Fringe-DV @ 18%</td>
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<td>882.00</td>
<td>144.00</td>
<td>1,908.00</td>
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<tr>
<td>PCC Direct Cost Total</td>
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<td>PCC Indirect Cost Total</td>
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<td>4,681.60</td>
<td>755.20</td>
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<td>TOTAL</td>
<td>$16,399.60</td>
<td>$16,385.60</td>
<td>$2,643.20</td>
<td>$35,428.40</td>
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</tbody>
</table>

No matching funds or institutionalization of the program are required as a condition of the grant.

A Human Subjects review of protocol will be conducted by the principal investigator in accordance with Pima Community College’s policy prior to implementation of the project.

The College has evaluated the risks associated with the proposed activities and has determined they do not represent an undue liability. An Intergovernmental Agreement will be reviewed by College staff and will be approved as to form by College legal counsel.

Contact Person:

Dr. Louis Albert, Campus President (206-6752)

Dr. Roy Flores, Chancellor
Recommendation:

The Chancellor recommends that the Board of Governors approve the “Arizona Civic Leadership Initiative (ACLI)” grant proposal to the Kettering Foundation, and, if funded, acceptance of the subrecipient award and establishment of subrecipient agreement with the Maricopa County Community College District for the periods of July 1, 2006 through December 15, 2007.

Background:

The Arizona Civic Leadership Initiative (ACLI) will allow the College to work with Maricopa’s Center for Civic Participation to increase the capacity of the state’s community colleges to convene the public on their campuses and engage them in deliberating about issues of common concern. The intent is to create public forums and discussion groups to support and teach “publication deliberation” at the College’s campuses.

The ACLI purpose is to explore and initiate a strategic plan for fostering public deliberation at the College. The umbrella organization supporting the activity, the Kettering Foundation, is an international foundation that works on strategies to strengthen democracy. Kettering’s research seeks to identify and address, through six interrelated program areas, the challenges to making democracy work as it should. The program areas are: public choice, community, public education, institutions, government and international. The topics can be issues of local, regional and/or national concern and the National Issues Forums (NIF) can be a resource for guiding the content. Sample topics of past forums include: immigration, the tourist industry in Arizona, the mature worker, children & family, health & well-being, education, government & politics.

The Kettering Foundation (Dayton, Ohio) has entered into a Cooperative Joint-Learning Agreement with the Center for Civic Participation, Mesa, AZ (Maricopa Community Colleges) to support the Arizona Civic Leadership Initiative (ACLI). Through this effort, contacts have been developed with all community colleges in Arizona, and efforts are under way to form a national network of community colleges doing deliberative work, The Community College Network for Civic Life.

The Arizona Civic Leadership Initiative agreement relates to the following initiatives of the Pima Community College 2006-2008 year plan: Initiative 1: Improve Institutional Outcomes: Strategy 1.8: Provide opportunities for students, faculty, and administration to expand their global awareness, and Initiative 2: Improve Access to Learning: Strategy 2.1: Expand and enhance collaboration with non-profit and community based groups.

(Continued)
**Financial Considerations:**

The total grant amount requested is $2,400. The table below illustrates the expense items to be supported by the grant:

<table>
<thead>
<tr>
<th>Expenses items</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Rent or cost of venue</td>
<td>$250</td>
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<tr>
<td>Purchase of brochures from National Issues Forums</td>
<td>$50</td>
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<tr>
<td>Printing &amp; Copying</td>
<td>$900</td>
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<td>Marketing &amp; Advertising</td>
<td>$1000</td>
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<tr>
<td>Hospitality/Beverages (coffee, tea &amp; water)</td>
<td>$200</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$2,400</strong></td>
</tr>
</tbody>
</table>

No matching funds or institutionalization of the program are required as a condition of the grant.

The College has evaluated the risks associated with the proposed activities and has determined they do not represent an undue liability. Subrecipient agreements will be reviewed by College staff and will be approved as to form by College legal counsel.

**Contact Person:**

Dr. Louis Albert, Campus President (206-6752)

Dr. Roy Flores, Chancellor
TO: Board of Governors  DATE: 11/21/07
FROM: Chancellor  ITEM NO: 16.9
SUBJECT: 2008-09 Academic Calendar

Recommendation:

The Chancellor recommends that the Board of Governors accept the proposed 2008-2009 Academic Calendar. The calendar may be subject to revision if necessary.

Background:

Beginning with the 1999 - 2001 academic years, the College has published a two year academic calendar. It has been carefully constructed to maintain an equitable number of days of instruction among the various terms at the College. The calendar also includes add/drop, withdrawal and refund dates, as well as identification of the 45th day for the spring and fall terms of each year. It was recommended during the 2005-2006 academic year that the College publish a two year rolling calendar by adding a new academic year to the existing calendar each year. The 2008-2009 calendar has been reviewed by the Pima Community College Faculty Senate, PCCEA and approved by the Academic Calendar Standing Committee and Chancellor’s Cabinet.

The academic calendar is a planning tool for students, faculty, administrators and staff and delineates the beginning and ending dates of all primary academic events within the College. The academic calendar is also organized, as is feasible, to coincide with other educational entities in the community.

The two-year rolling calendar supports the 2006-2008 College Plan Initiatives 1: Improving Institutional Outcomes; Initiative 3: Establishing a Student Retention System; and Initiative 4: Improve College Processes and Operations.

Financial Considerations:

None.

Contact Person:

Dr. Suzanne Miles, Provost and Executive Vice Chancellor (206-4999)

Dr. Roy Flores, Chancellor
2008 - 2009 Academic Calendar

Fall 2008
Inst. Faculty Accountability Days Begin** Aug. 20
ALL COLLEGE DAY (College Closed)** Aug. 22
Faculty Advising Begins** Aug. 20
Holidays and Breaks**
Labor Day Holiday (College Closed) Sept. 1
Veterans Day Observed (College Closed) Nov. 11
Thanksgiving Holiday (College Closed) Nov. 27-30
College Closed** Dec. 24 (starting at noon) through Jan. 1
16 Week Traditional Semester
Classes Begin Aug. 27
Add Week Aug. 22-Sept. 3
Drop/Refund/Audit Deadline Sept. 9
Student Withdrawal Deadline Nov. 13
Final Exam Week Dec. 15-21
End of Traditional Semester Dec. 21
Final Grades Due Jan. 2 (due to closure)

1st 8 Week Session
1st 8 week session begins Aug. 27
Add/Drop/Refund/Audit Deadline Sept. 2
Student Withdrawal Deadline Oct. 3
1st 8 week session ends Oct. 22
1st 8 week Final Grade Due Oct. 28

2nd 8 Week Session
2nd 8 week session begins Oct. 23
Add/Drop/Refund/Audit Deadline Oct. 29
Student Withdrawal Deadline Dec. 1
2nd 8 week session ends Dec. 21
2nd 8 week Final Grade Due Jan. 2 (due to closure)

1st 5 Week Session
1st 5 week session begins Aug. 27
Add Deadline Aug. 28
Drop/Refund/Audit Deadline Sept. 2 (due to Holiday)
Student Withdrawal Deadline Sept. 19
1st 5 week session ends Oct. 1
1st 5 weeks Final Grades due Oct. 7

2nd 5 Week Session
2nd 5 week session begins Oct. 2
Add Deadline Oct. 3
Drop/Refund/Audit Deadline Oct. 7
Student Withdrawal Deadline Oct. 24
2nd 5 week session ends Nov. 5
2nd 5 weeks Final Grades due Nov. 12 (due to Holiday)

3rd 5 Week Session
3rd 5 week session begins Nov. 6
Add Deadline Nov. 7
Drop/Refund/Audit Deadline Nov. 12 (due to Holiday)
Student Withdrawal Deadline Dec. 2
3rd 5 week session ends Dec. 16
3rd 5 weeks Final Grades Due Jan. 2 (due to closure)

14 Week 'Late Start' Term
14 Week 'Late Start' Term begins Sept. 11
Add/Drop/Refund/Audit Deadline Sept. 17
Student Withdrawal Deadline Nov. 15
14 week 'Late Start' session ends Dec. 21
14 week 'Late Start' Final Grade Due Jan. 2 (due to closure)

45 Day Census Oct. 10
Fall Graduation Application Deadline Oct. 17
Spring Registration Dates
Web Registration Opens Nov. 10
In person Reg. for Continuing Students Nov. 17
New Students Dec. 1

Faculty Accountability Days End** Dec. 19

Winter Intersession 2008-2009
Classes Begin Dec. 22
Add Deadline Dec. 23
Drop/Refund/Audit Deadline Dec. 29
Student Withdrawal Deadline Jan. 09
No Classes Dec. 25
Jan. 1
Classes End Jan. 14
Final Grades Due Jan. 20
## 2008 - 2009 Academic Calendar

### Spring 2009

**Inst. Faculty Accountability Days Begin** Jan. 12

**College Opens** Jan. 2

**All Faculty Day** Jan. 16

**Holidays and Breaks**
- MLK, Jr. Holiday (College Closed) Jan. 19
- Rodeo Holiday (College Closed) Feb. 26-27
- Spring Break (No classes) March 16-22

### 16 Week Traditional Semester

- Classes Begin Jan. 20
- Add Week Jan. 20-26
- Drop/Refund/Audit Deadline Feb. 2 (not to fall on Sunday)
- Student Withdrawal Deadline April 9
- Final Exam Week May 13-19
- End of Traditional Semester May 19
- Final Grades Due May 26 (due to Holiday)

### 1st 8 Week Session

- 1st 8 week session begins Jan. 20
- Add/Drop/Refund/Audit Deadline Jan. 26
- Student Withdrawal Deadline Feb. 25
- 1st 8 week session ends March 15 (due to Spring Break)
- 1st 8 week Final Grade Due March 26 (due to Spring Break)

### 2nd 8 Week Session

- 2nd 8 week session begins March 23
- Add/Drop/Refund/Audit Deadline March 30
- Student Withdrawal Deadline April 29
- 2nd 8 week session ends May 17
- 2nd 8 week Final Grade Due May 26 (due to Holiday)

### 1st 5 Week Session

- 1st 5 week session begins Jan. 22
- Add Deadline Jan. 23
- Drop/Refund/Audit Deadline Jan. 27
- Student Withdrawal Deadline Feb. 17
- 1st 5 week session ends Feb. 27
- 1st 5 weeks Final Grades due March 5

### 2nd 5 Week Session

- 2nd 5 week session begins Feb. 28
- Add Deadline March 3
- Drop/Refund/Audit Deadline March 5
- Student Withdrawal Deadline March 27
- 2nd 5 week session ends April 10
- 2nd 5 weeks Final Grades due April 16

### 3rd 5 Week Session

- 3rd 5 week session begins April 11
- Add Deadline April 14
- Drop/Refund/Audit Deadline April 16
- Student Withdrawal Deadline May 5
- 3rd 5 week session ends May 15
- 3rd 5 weeks Final Grades Due May 21

#### 14 Week 'Late Start' Term

- 14 week 'Late Start' Term begins Feb. 2
- Add/Drop/Refund/Audit Deadline Feb. 9 (not to fall on Sunday)
- Student Withdrawal Deadline April 13 (not to fall on Sunday)
- 14 week 'Late Start' session ends May 17
- 14 week 'Late Start' Final Grade Due May 26 (due to Holiday)

### 45th Day Census

- March 5

### Spring Graduation Application Deadline

- Feb. 25

### Summer Registration

- Web Registration Opens March 16
- In Person/All Students March 23

### Fall Registration Dates

- Web Registration Opens April 8
- In person Reg. for Continuing Students April 15
- New Students April 29

**Graduation**

- May 21

**Faculty Accountability Days End**

- May 19

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Note: Graduation is a Faculty Day of Accountability
### 2008 - 2009 Academic Calendar

#### Summer 2009

**Holidays and Breaks**

- **Memorial Day (college Closed)** May 25
- **Independence Day (College Closed)** July 3 (observed)

#### Session A

- Classes Begin **May 26**
- Add Deadline **May 27**
- Drop/Refund/Audit Deadline **May 29**
- Student Withdrawal Deadline **June 17**
- Classes End **June 29**
- Session A Final Grades Due **July 6**

#### Session B

- Classes Begin **July 6**
- Add Deadline **July 7**
- Drop/Refund/Audit Deadline **July 9**
- Student Withdrawal Deadline **July 27** (not to fall on Sunday)
- Classes End **Aug. 7**
- Session B Final Grades Due **Aug. 13**

#### Session C

- Classes Begin (8 week Session) **May 26**
- Add/Drop/Refund/Audit Deadline **June 1**
- Std. Withdrawal Deadline (8 week session) **July 2**
- End of Classes (8 week Session) **July 20**
- 8 Week Final Grades Due **July 24**

- Classes Begin (10 week Session) **May 26**
- Add/Drop/Refund/Audit Deadline **June 1**
- Std. Withdrawal Deadline (10 week session) **July 13**
- End of Classes (10 week Session) **Aug. 3**
- 10 Week Final Grades Due **Aug. 8**

#### Summer Graduation App Deadline

June 26

**NOTE:** TUSD 2008/2009 academic calendar not yet available. Summer dates subject to change.

**** informational items, not determined by Registrar's Office

**Approval Signatures**

- DEG Chair: __________________________
- PCCEA Chair: __________________________
- HR: __________________________
- Acad. Calendar Comm. Chair __________________________
- Acad. Calendar Comm. Co-Chair __________________________
Recommendation:

The Chancellor recommends that the Board of Governors approve an Intergovernmental Agreement with the school district listed below effective from November 21, 2007 through June 30, 2012.

Background:

Following federal mandates embedded in the No Child Left Behind Act (NCLB), all K-12 Arizona classroom instructors must be considered highly qualified teachers (HQT) by 2005-2006 (with a grace period through 2006-2007.) The Arizona Department of Education (ADE) has a plan to severely limit, and ultimately eliminate, emergency teaching certifications. Thus, school districts must contract with a state-approved teacher preparation program. Pima Community College is a state-approved program.

In April and August, 2006, and March, August and October 2007, the Board approved Intergovernmental Agreements with 31 high-need school districts requesting the College’s Teacher Preparation Program for their teachers. It is anticipated that throughout the year, more school districts will be contacting the College to participate in the Teacher Preparation Program.

The Sanders Unified School District has requested the Teacher Preparation Program be made available to their staff. We seek to enter into an Intergovernmental Agreement with the District in order to offer educational programs to their staff.

Entering into this Intergovernmental Agreement supports the College Plan 2006-2008: Initiative 1 Improve Institutional Outcomes, Strategy 1.9 Increase the completion rate of degrees and certificates and strengthen transfer articulation and baccalaureate opportunities for students; and, Initiative 2 Expand Access to Learning, Strategy 2.4 Continue to enhance relations with other educational providers. Partnering with this public agency maintains and further develops longstanding College collaborative relationships.

The College has engaged in programs with local school districts for several years and recognizes no new or unusual exposures associated with this particular revision. The Agreement has been reviewed by College staff and approved by College legal counsel.
Financial Considerations:

The umbrella Agreement will afford the College flexibility in designing financial arrangements specific to each program described in the separate addendum. As new programs are developed and incorporated into the Intergovernmental Agreement through subsequent addenda, financial considerations for these programs will be specified.

Contact Person:

Jana Kooi, President, Community Campus (206-6577)

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
DATE: 11/21/07
ITEM NO: 16.11

SUBJECT: Intergovernmental Agreement
Pima County Community College District and Arizona K-12 Schools
Reading Endorsement Program

Recommendation:

The Chancellor recommends that the Board of Governors approve an Intergovernmental Agreement with the school district listed below effective from November 21, 2007 through June 30, 2012.

Background:

Canon Elementary School District #50 would like to provide its teachers the opportunity to earn Pima Community College credit aimed at fulfilling the Arizona Department of Education (ADE) requirements for the Reading Endorsement under State Board Rule R7-2-613F. The reading specialist endorsement is required of an individual in the position of reading specialist, reading consultant, remedial reading teacher and special reading teacher or in a similar position (reading interventionist).

Entering into this Intergovernmental Agreement supports the College Plan 2006-2008: Initiative 1 Improve Institutional Outcomes, Strategy 1.9 Increase the completion rate of degrees and certificates and strengthen transfer articulation and baccalaureate opportunities for students; and, Initiative 2 Expand Access to Learning, Strategy 2.4 Continue to enhance relations with other educational providers. Partnering with this public agency maintains and further develops longstanding College collaborative relationships.

The College has engaged in programs with local school districts for several years and recognizes no new or unusual exposures associated with this particular program. The Agreement has been reviewed by College staff and approved by College legal counsel.

Financial Considerations:

The umbrella Agreement will afford the College flexibility in designing financial arrangements specific to each program described in the separate addendum. As new programs are developed and incorporated into the Intergovernmental Agreement through subsequent addenda, financial considerations for these programs will be specified.

Contact Person:

Jana Kooi, President, Community Campus (206-6577)

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
DATE: 11/21/07
ITEM NO: 16.12

Recommendation:
Per Board Policy 2310, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following new vocational training certificate designed for the Arizona State Prison Complex-Tucson: Automotive Fundamentals Certificate.

Background:
At the request of the contracting agency of the Arizona Department of Corrections, Pima Community College office of Workforce and Business Development designed the Automotive Fundamentals Certificate to be added to the prison system’s Vocational Training Programs.

Students completing the 22.5-credit Automotive Fundamentals Certificate will have the ability to install and maintain basic automotive equipment. Expected enrollments for this program are 30 students per year. It is a pre-requisite for the proposed Automotive Repair Certificate.

This proposed program supports the 2006-2008 College Plan Initiative 2, Strategy 2.2, which states: Continue to expand and enhance collaboration with the business and corporate communities.

Financial Considerations:
There are no additional requests for funding associated with this action.

Contact Person:
Dr. Suzanne L. Miles, Provost/Executive Vice Chancellor (206-4999)

Dr. Roy Flores, Chancellor
TO: Board of Governors  
FROM: Chancellor  
DATE: 11/21/07  
ITEM NO: 16.13

SUBJECT: Curriculum Recommendation – New Workforce Programs for the Arizona State Prison Complex-Tucson: Automotive Repair Certificate

Recommendation:
Per Board Policy 2310, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following new vocational training certificate designed for the Arizona State Prison Complex-Tucson: Automotive Repair Certificate.

Background:
At the request of the contracting agency of the Arizona Department of Corrections, Pima Community College office of Workforce and Business Development designed the Automotive Repair Certificate to be added to the prison system’s Vocational Training Programs.

The Automotive Repair Certificate equips students for basic automotive electrical, transmission, brake, and HVAC repair. It totals 28.5 credit hours, including the Automotive Fundamentals pre-requisite. Expected enrollments for this program are 30 students per year.

This proposed program supports the 2006-2008 College Plan Initiative 2, Strategy 2.2, which states: Continue to expand and enhance collaboration with the business and corporate communities.

Financial Considerations:
There are no additional requests for funding associated with this action.

Contact Person:
Dr. Suzanne L. Miles, Provost/Executive Vice Chancellor (206-4999)
TO: Board of Governors
FROM: Chancellor
DATE: 11/21/07
ITEM NO: 16.14

SUBJECT: Curriculum Recommendation –
New Workforce Programs for the Arizona State Prison Complex-Tucson:
Heating, Ventilation and Air Conditioning (HVAC) Certificate

Recommendation:
Per Board Policy 2310, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following new vocational training certificate designed for the Arizona State Prison Complex-Tucson: Heating, Ventilation and Air Conditioning (HVAC) Certificate.

Background:
At the request of the contracting agency of the Arizona Department of Corrections, Pima Community College office of Workforce and Business Development designed the Heating, Ventilation and Air Conditioning Certificate to be added to the prison system’s Vocational Training Programs.

The 24-credit HVAC certificate gives students the opportunity to learn refrigeration, electrical, and air conditioning maintenance and repair skills. Expected enrollments for this program are 30 students per year.

This proposed program supports the 2006-2008 College Plan Initiative 2, Strategy 2.2, which states: Continue to expand and enhance collaboration with the business and corporate communities.

Financial Considerations:
There are no additional requests for funding associated with this action.

Contact Person:
Dr. Suzanne L. Miles, Provost/Executive Vice Chancellor (206-4999)

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
DATE: 11/21/07
ITEM NO: 16.15

Recommendation:
Per Board Policy 2310, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following new vocational training certificate designed for the Federal Correctional Complex: Business Fundamentals Certificate.

Background:
At the request of the contracting agency of the Federal Bureau of Prisons, Pima Community College office of Workforce and Business Development designed the Business Fundamentals Certificate to be added to the prison system’s Vocational Training Programs.

The 18-credit Business Fundamentals Certificate gives students the opportunity to learn basic business skills, such as business math, accounting, and human relations. It is a prerequisite for the proposed Business Operations Certificate. Program enrollment is expected to be 36 students per year.

This proposed program supports the 2006-2008 College Plan Initiative 2, Strategy 2.2, which states: Continue to expand and enhance collaboration with the business and corporate communities.

Financial Considerations:
There are no additional requests for funding associated with this action.

Contact Person:
Dr. Suzanne L. Miles, Provost/Executive Vice Chancellor (206-4999)

Dr. Roy Flores, Chancellor
Recommendation:
Per Board Policy 2310, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following new vocational training certificate designed for the Federal Correctional Complex: Business Operations Certificate.

Background:
At the request of the contracting agency of the Federal Bureau of Prisons, Pima Community College office of Workforce and Business Development designed the Business Operations Certificate to be added to the prison system’s Vocational Training Programs.

The Business Operations Certificate allows students to learn entry-level operations and supervisory skills. The total credit hours for this certificate (36) include the proposed 18-credit Business Fundamentals Certificate pre-requisite. Program enrollment is expected to be 36 students per year.

This proposed program supports the 2006-2008 College Plan Initiative 2, Strategy 2.2, which states: Continue to expand and enhance collaboration with the business and corporate communities.

Financial Considerations:
There are no additional requests for funding associated with this action.

Contact Person:
Dr. Suzanne L. Miles, Provost/Executive Vice Chancellor (206-4999)

Dr. Roy Flores, Chancellor
TO: Board of Governors

FROM: Chancellor

DATE: 11/21/07

ITEM NO: 16.17


Recommendation:

Per Board Policy 2310, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following occupational program: Technical Writing and Communication — Post-degree Certificate for Direct Employment.

Background:

This Downtown Campus occupational certificate, as proposed, would prepare and foster technical communication skills and knowledge through a series of courses to be applied in careers in technical writing and communications. The program would also benefit a graduate of a technical program who seeks to augment his/her communication skills for professional purposes.

Publicity around the intention of developing new and existing technology-related industries in the Tucson area reveals strong potential need for the development of technical writers and editors. The general increase in overall complexity and amount of technology in society has created the need for increased amounts of technical documents, electronic sources of technical information, and user documents simplifying the use of complex systems and software. It is projected that in Pima County, jobs for technical writers will grow 19.4% by 2011.

The estimated enrollment (FTSE) is projected to be 35 by the end of 2008-2009.

This program supports the 2006-2008 College Plan Initiative 2, Strategy 2.2, which states: Continue to expand and enhance collaboration with the business and corporate communities.

Financial Considerations:

Pending program approval by the Board of Governors, this certificate will be funded through Proposition 301 dollars for adjunct faculty positions to total 1.0 FTE in 2008-2009, and one staff FTE in 2007-2008. It would not require additional space or equipment. The program is expected to be solvent in the first year of operation.

Contact Person:

Dr. Suzanne L. Miles, Provost/Executive Vice Chancellor (206-4999)

Dr. Roy Flores, Chancellor
TO: Board of Governors  DATE: 11/21/07
FROM: Chancellor  ITEM NO: 16.18
SUBJECT: Curriculum Recommendation –
New Workforce Program - Basic Business and Industry Technology
Certificate for Direct Employment – Telecommunications Field Service

Recommendation:
Per Board Policy 2310, Curriculum Development, the Chancellor recommends that the Board of Governors approve the Basic Business and Industry Technology Certificate for Direct Employment – Telecommunications Field Service.

Background:
The Basic Business and Industry Technology Certificate for Direct Employment – Telecommunications Field Service meets the needs of business, industry, and government agencies. It can be customized for apprenticeship, workforce development, and special clientele in need of a custom credential. The intent of the certificate is to provide students a body of knowledge and skill that is coherent and provides opportunities for career advancement. Expected enrollment is 25 students per class with an expected 12-month completion of the certificate.

This certificate is offered through the College’s Industry Training Credit Approval Process (ITCAP) and is designed for flexibility in meeting a wider range of industry needs.

This program supports the 2006-2008 College Plan Initiative 2, Strategy 2.2, which states: Continue to expand and enhance collaboration with the business and corporate communities.

Financial Considerations:
There are no additional requests for funding associated with this action.

Contact Person:
Dr. Suzanne L. Miles, Provost/Executive Vice Chancellor (206-4999)

Dr. Roy Flores, Chancellor
### Algarin, Constance

**Fiscal Support Specialist**

- **Salary:** $17.23  
  Community Campus
- **Effective:** 11/26/2007  
  Selected to fill a vacant position
- **Education:** Diploma, Automated Accounting, Associate of Arts, Business Operations, International Institute of the Americas
- **Experience:** Ms. Algarin has over eleven years of experience working with Pima Community College in various capacities. Most recently, she has worked as a Fiscal Support Specialist in a temporary capacity.

**Recruitment Overview:**

An external recruitment was conducted. Fourteen complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by the Campus President.

### Hennessy, Jane

**Student Services Specialist**

- **Salary:** $17.23  
  Community Campus
- **Effective:** 12/10/07  
  Selected to fill a vacant position
- **Education:** Bachelor of Science, Sociology/Psychology, Springfield College
- **Experience:** Ms. Hennessy has over four years of experience in student services at the University of Arizona and eight years as a social worker at Massachusetts Department of Public Welfare.

**Recruitment Overview:**

An external recruitment was conducted. Thirty-seven complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by the Campus President.

### Hernandez, Rogelio

**Program Coordinator – Talent Search**

- **Salary:** $39,255  
  Desert Vista Campus
- **Effective:** 01/10/08  
  Selected to fill a vacant position
- **Education:** Bachelor of Science, Spanish and Physical Education, Northern Arizona University; Master of Education, Counseling-Human Relations, Northern Arizona University
- **Experience:** Mr. Hernandez has five years of experience as a guidance counselor and six years teaching in K-12 level at Tucson Unified School District and the Sahuarita Unified School District.

**Recruitment Overview:**

An external recruitment was conducted. Thirty-one complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by the Campus President.

### Lauver, Stacy

**Fiscal Advanced Analyst**

- **Salary:** $49,714  
  District Offices
- **Effective:** 11/26/07  
  Selected to fill a vacant position
- **Education:** Bachelor of Science, Business Administration, University of Arizona

(Continued)
Experience: Ms. Lauver has over twelve years of experience in the accounting field. She currently works for Pima Community College as a temporary Fiscal Advanced Analyst.

Recruitment Overview:
An external recruitment was conducted. Nine complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by the Vice Chancellor for Finance.

McIntosh, Keith  
**Director, Technical Services**
Salary: $81,117 District Office  
Effective: 02/18/08 Selected to fill a vacant position  
Education: Bachelor of Science, Management Information Systems, Bellevue University  
Experience: Mr. McIntosh has over twenty-four years of experience in the information technology field with twelve years as a manager with the United States Air Force.

Recruitment Overview:
An external recruitment was conducted. Eleven complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by the Vice Chancellor for Information Technology.

Randolph, Kiet T.  
**Graphic Designer**
Salary: $39,255 District Office  
Effective: 11/26/07 Selected to fill a vacant position  
Education: Bachelor of Arts, Graphic Design, California State University  
Experience: Mr. Randolph has ten years of experience in the graphics field.

Recruitment Overview:
An external recruitment was conducted. Twelve complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by the Provost.

Rojas, Rose  
**Program Coordinator – Talent Search**
Salary: $39,255 Desert Vista Campus  
Effective: 12/10/07 Selected to fill a vacant position  
Education: Bachelor of Arts, History, University of Arizona  
Experience: Ms. Rosas has worked as a Training Coordinator at Pantano Behavioral Health Services. Previously, she was a Community Outreach Coordinator and a Peer Advisor with the New Start program at the University of Arizona.

Recruitment Overview:
An external recruitment was conducted. Thirty-one complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by the Campus President.

Sabori, Maria  
**Support Specialist**
Salary: $16.26 West Campus  
Effective: 12/10/07 Selected to fill a vacant position  
Education: Coursework, General Studies, Pima Community College.

(Continued)
Experience: Ms. Sabori has twelve years experience as Workforce Development Specialist, Training Coordinator, and Career Manager with Pima County One Stop Career Center.

Recruitment Overview:
An external recruitment was conducted. Sixty-eight complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by the Campus President.

Weber, Matthew  
**IT Advanced Analyst**  

Salary: $49,714  
Effective: 12/10/07  
Selected to fill a vacant position  
Education: Bachelor of Science, Plant Science, Master of Science, Plant Pathology, University of Arizona.  
Experience: Mr. Weber has over thirteen years of experience in the information technology field and almost ten years experience with Linux servers and firewalls.

Recruitment Overview:  
An external recruitment was conducted. Four complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by the Vice Chancellor for Information Technology.

Contact:  

Dr. Raul Ramirez, Vice Chancellor for Human Resources (206-4562)

Dr. Roy Flores, Chancellor
Addendum
Adjunct Faculty Appointments
Item No. 16.3
BOG 11/20/07

Armitage, W. Lee
Discipline(s): Computer Information Systems (Occupational)
Education: Bachelor of Science, Software Engineering, Colorado Technical University
Experience: No previous teaching experience; meets academic occupational certification requirements.

Barto-Sisamout, Karen
Discipline(s): English in a Second Language
Education: Bachelor of Science, French, Alma College; Master of Arts, English as a Second Language and French, University of Arizona
Experience: No previous teaching experience; meets academic certification requirements.

Granillo, Christina
Discipline(s): Accounting
Education: Bachelor of Science, Accounting, Master of Business Admin, Business Administration, University of Arizona

Hijazi, Raeef
Discipline(s): Mathematics (Developmental)
Education: Bachelor of Science, Mechanical Engineering, Master of Science, Engineering, University of Arizona
Experience: No previous teaching experience; meets developmental certification requirements.

Jagodinsky, Katrina
Discipline(s): History, Writing
Education: Bachelor of Arts, English, Lawrence University; Master of Arts, History and American Indian Studies, University of Arizona
Experience: Previous Adjunct History Instructor for Tohono O’odham Community College, 2004-2006.

Menke, David
Discipline(s): Astronomy (Limited Academic), Education, and Physics
Education: Bachelor of Arts, Astronomy, Master of Science, Physics, Ph.D., Education, University of California, Los Angeles

Salomone, Matthew
Discipline(s): Mathematics
Education: Bachelor of Arts, Mathematics, Ph.D., Mathematics, Northwestern University
Experience: No previous teaching experience; meets academic certification requirements.
Taylor, Colton  
Discipline(s): English as a Second Language  
Education: Bachelor of Fine Arts, Interior Design, Fashion Institute of Technology; Master of Arts, Teaching English to Speakers of Other Languages, State University of New York at Stony Brook  

Zeluff, Robert  
Discipline(s): Sociology  
Education: Bachelor of Science, Production Management, University of Arizona; Master of Arts, Social Science Human Relations, Pacific Lutheran University  
Experience: No previous teaching experience; meets academic certification requirements.

Contact:  
Dr. Raul Ramirez, Vice Chancellor for Human Resources (206-4562)

Dr. Roy Flores, Chancellor
Beischel, Julie M. Special Projects Professional CC
Education: Ph.D., Pharmacology and Toxicology, University of Arizona; Bachelor of Science in Environmental Sciences, Northern Arizona University.
Experience: Ms. Beischel is currently employed by the University of Arizona Psychology Department as the Co-Director of the VERITAS Research Program. She has been serving in this capacity since June of 2003. Previously, Ms. Beischel was a graduate research associate in the University of Arizona's Graduate Program in Pharmacology and Toxicology.

Crump, Thomas K. Special Projects Professional CC
Education: Coursework, Business Management, Weatherford College, University of Phoenix, and Excelsior College, and Tarrant County College
Experience: Mr. Crump is a nationally certified Paramedic in addition to holding certification in the states of Arizona and Texas. He is currently employed by Tucson Medical Center in dual capacities: as a Paramedic since October 2005 and as the Administrative Base EMS Educator for the hospital since April 2007.

Hauschild, Heidi Instructor for Adult Education CC
Education: Bachelor of Science, Political Science; Master of Arts, English Language/Linguistics, University of Arizona.
Experience: Ms. Hauschild has three years overseas EFL teaching experience with the Soros Foundation. Twelve years experience as ESL Instructor with Pima Community College Adult Education, all levels, all skills. Includes experience with standardized assessment protocols, and integrating content and technology standards across the curriculum. She also has a Paralegal Certificate from Pima Community College.

Hughes, Sheila Support Specialist WC
Education: Coursework, General Studies, Pima Community College and University of Arizona.
Experience: Ms. Hughes has been a Support Specialist for 36 years with Pima Community College.

Shackleford, Brian H. Clerical Support DC
Education: Coursework, General Studies, Pima Community College.
Experience: Mr. Shackelford is currently employed as a student aide in the Admissions & Registration with Pima Community College. He was previously employed by XENTEL as a telemarketer and Hotel Arizona as the Front Desk/Night Auditor.

Contact:
Dr. Raul Ramirez, Vice Chancellor for Human Resources (206-4562)

Dr. Roy Flores, Chancellor