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
2. Pledge of Allegiance

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
4. Staff Representatives
   Julie Hecimovich
   Holly Tackett
5. Student Representatives
   Karaline Salmans
   Selemani Tuli
6. Faculty Representatives
   Kimliga Duchicela
   Jack Mertes
7. Report — Chairperson of the Board
   • Authorization of Executive Session on March 12, 2008
8. Report — Secretary of the Board
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

Action Items

14. Approval of Minutes
   A. Annual Meeting of January 9, 2008
   B. Regular Meeting of January 9, 2008

15. Consent Agenda

   15.1 New Appointments
   15.2 Adjunct Faculty Appointments
   15.3 Temporary Appointments
   15.4 Administrator Appointments
   15.5 Faculty Regular Appointments 2008/2009 Fiscal Year
   15.6 Fall 2008 and Spring 2009 Sabbatical Recommendations
   15.7 Staff Nursing Instructor Salaries
15.10 Curriculum Recommendation – New Occupational Program:
Avionics Recurrent Training Certificate for Direct Employment

15.11 Curriculum Recommendation – New Occupational Program:
Customer Service Management Certificate for Direct Employment

15.12 Curriculum Recommendation – New Occupational Program:
Integrated Circuit Layout Design – Certificate for Direct Employment

15.13 Curriculum Recommendation – New Concentration:
Avionics Technician Concentration in the Aviation Technology Associate of Applied Science (AAS)

15.14 Curriculum Recommendation – New Concentration:
Integrated Circuit Layout Design concentration in the Computer Aided Drafting Associate of Applied Science (AAS)

15.15 Curriculum Recommendations – Center for Training & Development
Program Inactivation: Cardiopulmonary Resuscitation (CPR) Certificate

15.16 Curriculum Recommendations – Center for Training & Development
Program Inactivation: Child Care Assistant Teaching Certificate

15.17 Curriculum Recommendations – Center for Training & Development
Program Inactivation: First Aid Certificate

15.18 Curriculum Recommendations – Center for Training & Development
Program Inactivation: Heart Saver Certificate

15.19 Curriculum Recommendations – Center for Training & Development
Program Inactivation: Home Health Aide Certificate

15.20 Curriculum Recommendations – Center for Training & Development
Program Inactivation: Inventory Clerk Certificate

15.21 Curriculum Recommendations – Center for Training & Development
Program Inactivation: Material Handler Certificate

15.22 Curriculum Recommendations – Center for Training & Development
Program Inactivation: Offset Duplicating Certificate

15.23 Curriculum Recommendations – Center for Training & Development
Program Inactivation: Pre-Press Technician Certificate
Action Items (Continued)

15.24 Curriculum Recommendations – Center for Training & Development Program Inactivation: Receiving Clerk Certificate

15.25 Curriculum Recommendations – Center for Training & Development Program Inactivation: Shipping Clerk Certificate

15.26 Curriculum Recommendations – Center for Training & Development Program Inactivation: Warehousing Clerk Certificate

15.27 Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace ESL Listening Level A Certificate

15.28 Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace ESL Listening Level B Certificate

15.29 Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace ESL Listening Level C Certificate

15.30 Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace Mathematics Certificate

15.31 Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace Math Level A Certificate

15.32 Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace Math Level B Certificate

15.33 Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace Math Level C Certificate

15.34 Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace Math Level D Certificate

15.35 Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace Reading and Interpreting Literature Certificate

15.36 Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace Reading Level A Certificate

15.37 Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace Reading Level B Certificate

15.38 Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace Reading Level C Certificate
### Action Items (Continued)

<table>
<thead>
<tr>
<th>Page #</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>93</td>
<td>15.39 Curriculum Recommendations – Center for Training &amp; Development Program Inactivation: Workplace Reading Level D Certificate</td>
</tr>
<tr>
<td>94</td>
<td>15.40 Curriculum Recommendations – Center for Training &amp; Development Program Inactivation: Workplace Science Certificate</td>
</tr>
<tr>
<td>95</td>
<td>15.41 Curriculum Recommendations – Center for Training &amp; Development Program Inactivation: Workplace Social Studies Certificate</td>
</tr>
<tr>
<td>96</td>
<td>15.42 Curriculum Recommendations – Center for Training &amp; Development Program Inactivation: Workplace Writing Certificate</td>
</tr>
<tr>
<td>97</td>
<td>15.43 Curriculum Recommendations – Workforce Program Inactivation: Advanced Mechanic Services Certificate</td>
</tr>
<tr>
<td>98</td>
<td>15.44 Curriculum Recommendations – Workforce Program Inactivation: Advanced Product Test Certificate</td>
</tr>
<tr>
<td>99</td>
<td>15.45 Curriculum Recommendations – Workforce Program Inactivation: Manufacturing Production Certificate</td>
</tr>
<tr>
<td>100</td>
<td>15.46 Curriculum Recommendations – Workforce Program Inactivation: Manufacturing Production Technology Associate of Applied Science (AAS)</td>
</tr>
</tbody>
</table>

### Adjournment

Regular Meeting  
March 12, 2008, 7:00 p.m.  
District Office  
Community Board Room  
4905C East Broadway  
Tucson, AZ 85709-1010
TO: Board of Governors
FROM: Chancellor
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 March 12, 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
Recommendation:

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

OPERATIONAL SUMMARY

Pima Community College has concluded the first half of the fiscal year as expected, with positive net assets reported through the end of December. As indicated in the Statement of Revenues, Expenses, and Changes in Net Assets, the increase in net assets through month end is approximately $22.9 million, which is higher than the December 2006 net assets increase of $19.9 million. The year-to-year change is primarily due to increases in tuition revenue, and in grants and contracts revenues.

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 80.0 percent of the budget, which is slightly lower than at the same point last year. Services and supplies expenditures and commitments are approximately 63.5 percent of the budget, which is slightly higher than the previous year due to planned increases in communications and utilities and contractual services expenses.

Statement of Net Assets

As shown in The Statement of Net Assets, total net assets at the end of December are $178.7 million, which is an increase of $13.9 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)
# PIMA COUNTY COMMUNITY COLLEGE DISTRICT

## Statement of Net Assets

For the Month Ended December 31, 2007

<table>
<thead>
<tr>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ASSETS</strong></td>
<td><strong>Prior Year Totals as of December 31, 2006</strong></td>
</tr>
<tr>
<td><strong>Current Assets</strong></td>
<td><strong>General</strong></td>
</tr>
<tr>
<td>Cash and Cash Equivalents</td>
<td>$56,423,952</td>
</tr>
<tr>
<td>Short-term Investments</td>
<td>2,413,124</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>9,599,518</td>
</tr>
<tr>
<td>Receivables</td>
<td>-</td>
</tr>
<tr>
<td>Government Grants and Contracts</td>
<td>17,723</td>
</tr>
<tr>
<td>Other</td>
<td>975,974</td>
</tr>
<tr>
<td>Inventories</td>
<td>50,106</td>
</tr>
<tr>
<td>Prepaid Expenses</td>
<td>268,592</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>$69,731,266</td>
</tr>
<tr>
<td><strong>Noncurrent Assets</strong></td>
<td><strong>Restricted Cash and Cash Equivalents</strong></td>
</tr>
<tr>
<td>Notes Receivable (net of allowances)</td>
<td>1,704,225</td>
</tr>
<tr>
<td>Other Long-term Investments</td>
<td>2,802,029</td>
</tr>
<tr>
<td>Capital Assets</td>
<td>15,291,311</td>
</tr>
<tr>
<td>Land</td>
<td>116,317,625</td>
</tr>
<tr>
<td>Buildings &amp; Leasehold improvements (net of depreciation)</td>
<td>17,749</td>
</tr>
<tr>
<td>Construction in Progress</td>
<td>4,656,101</td>
</tr>
<tr>
<td>Equipment (net of depreciation)</td>
<td>1,854,346</td>
</tr>
<tr>
<td>Library Books (net of depreciation)</td>
<td>148,239,527</td>
</tr>
<tr>
<td><strong>Total Noncurrent Assets</strong></td>
<td>$2,802,029</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td><strong>LIABILITIES</strong></td>
</tr>
<tr>
<td><strong>General</strong></td>
<td><strong>Auxiliary and Restricted</strong></td>
</tr>
<tr>
<td><strong>General</strong></td>
<td><strong>Auxiliary and Restricted</strong></td>
</tr>
<tr>
<td>General</td>
<td><strong>Auxiliary and Restricted</strong></td>
</tr>
<tr>
<td>Accrued Payroll and Benefits</td>
<td>$1,627,973</td>
</tr>
<tr>
<td>Accounts Payable and Accrued Liabilities</td>
<td>316,054</td>
</tr>
<tr>
<td>Deposits Held in Custody</td>
<td>432,387</td>
</tr>
<tr>
<td><strong>Current Portion of Long-term Liabilities</strong></td>
<td>3,285,915</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td>5,299,942</td>
</tr>
<tr>
<td><strong>Noncurrent Liabilities</strong></td>
<td><strong>Deferred Revenue</strong></td>
</tr>
<tr>
<td>Long-term Liabilities</td>
<td>3,182,200</td>
</tr>
<tr>
<td><strong>Total Noncurrent Liabilities</strong></td>
<td>3,196,222</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td>8,426,164</td>
</tr>
<tr>
<td><strong>NET ASSETS</strong></td>
<td><strong>Invested in Capital Assets (net of related debt)</strong></td>
</tr>
<tr>
<td>Restricted for:</td>
<td><strong>Loans</strong></td>
</tr>
<tr>
<td>Debt Service</td>
<td>8,462,616</td>
</tr>
<tr>
<td>Grants and Contracts</td>
<td>445,891</td>
</tr>
<tr>
<td>Unrestricted</td>
<td>64,107,131</td>
</tr>
<tr>
<td><strong>Total Net Assets</strong></td>
<td>$64,107,131</td>
</tr>
</tbody>
</table>
## Statement of Revenues, Expenses and Changes in Net Assets

For the Month Ended December 31, 2007

### OPERATING REVENUES

<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and Fees</td>
<td>$29,042,417</td>
<td>$28,888,283</td>
</tr>
<tr>
<td>Federal Grants and Contracts</td>
<td>$9,724,900</td>
<td>$8,520,471</td>
</tr>
<tr>
<td>State and Local Grants and Contracts</td>
<td>$1,020,334</td>
<td>$2,673,434</td>
</tr>
<tr>
<td>Auxiliary Enterprises</td>
<td>$530,287</td>
<td>$530,287</td>
</tr>
<tr>
<td>Commission and Rents</td>
<td>$183,261</td>
<td>$202,481</td>
</tr>
<tr>
<td>Other Operating Revenues</td>
<td>$26,940</td>
<td>$7,500</td>
</tr>
<tr>
<td><strong>Total Operating Revenues</strong></td>
<td>$31,105,517</td>
<td>$43,443,895</td>
</tr>
</tbody>
</table>

### OPERATING EXPENSES

<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instruction</td>
<td>$23,367,085</td>
<td>$26,110,780</td>
</tr>
<tr>
<td>Academic Support</td>
<td>$11,671,496</td>
<td>$13,208,913</td>
</tr>
<tr>
<td>Student Services</td>
<td>$8,520,877</td>
<td>$9,167,535</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>$12,487,787</td>
<td>$14,828,046</td>
</tr>
<tr>
<td>Operation and Maintenance of Plant</td>
<td>$5,325,813</td>
<td>$7,753,263</td>
</tr>
<tr>
<td>Depreciation</td>
<td></td>
<td>$4,665,594</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>$964,562</td>
<td>$8,672,527</td>
</tr>
<tr>
<td>Auxiliary Enterprises</td>
<td>$144,295</td>
<td>$279,923</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td>$62,337,620</td>
<td>$84,550,953</td>
</tr>
</tbody>
</table>

### Net Operating Loss

<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Net Operating Loss</strong></td>
<td>$(31,232,103)</td>
<td>$(41,107,058)</td>
</tr>
</tbody>
</table>

### NONOPERATING REVENUES (EXPENSES)

<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Appropriations</td>
<td>$9,796,750</td>
<td>$9,796,750</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>$40,697,909</td>
<td>$48,114,322</td>
</tr>
<tr>
<td>State Shared Sales Taxes</td>
<td>$1,205,124</td>
<td>$1,205,124</td>
</tr>
<tr>
<td>Gifts</td>
<td>$876</td>
<td>$876</td>
</tr>
<tr>
<td>Investment Income</td>
<td>$1,215,941</td>
<td>$1,685,140</td>
</tr>
<tr>
<td><strong>Total Nonoperating Revenues</strong></td>
<td>$51,710,600</td>
<td>$58,302,316</td>
</tr>
</tbody>
</table>

### Income before Other Revenues, Expenses, Gains, or Losses

<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income before Other Revenues, Expenses, Gains, or Losses</td>
<td>$20,478,497</td>
<td>$19,695,154</td>
</tr>
</tbody>
</table>

### Increase (Decrease) in Net Assets

<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increase (Decrease) in Net Assets</td>
<td>$16,341,764</td>
<td>$19,910,385</td>
</tr>
</tbody>
</table>

### NET ASSETS

<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Assets - Beginning of Year</td>
<td>$47,765,367</td>
<td>$144,960,411</td>
</tr>
<tr>
<td>Net Assets - End of Period</td>
<td>$64,107,131</td>
<td>$164,870,796</td>
</tr>
</tbody>
</table>
### Summary of Expenditures and Encumbrances - General Fund - Budget and Actual

For the Month Ended December 31, 2007

#### EXPENDITURES BY FUNCTION

<table>
<thead>
<tr>
<th>Function</th>
<th>FY 2007/08 Adjusted Budget</th>
<th>FY 2007/08 Total Committed Amount</th>
<th>FY 2007/08 Available Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instruction</td>
<td>$48,272,623</td>
<td>$35,626,246</td>
<td>$12,646,377</td>
</tr>
<tr>
<td>Academic Support</td>
<td>$26,781,128</td>
<td>$20,804,399</td>
<td>$5,976,730</td>
</tr>
<tr>
<td>Student Services</td>
<td>$18,778,577</td>
<td>$15,981,814</td>
<td>$2,796,763</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>$30,489,236</td>
<td>$20,899,429</td>
<td>$9,589,807</td>
</tr>
<tr>
<td>Operation and Maintenance of Plant</td>
<td>$12,885,404</td>
<td>$8,396,421</td>
<td>$4,488,983</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>$1,769,165</td>
<td>$964,562</td>
<td>$804,603</td>
</tr>
</tbody>
</table>

Other Expenses

<table>
<thead>
<tr>
<th>Function</th>
<th>FY 2007/08 Adjusted Budget</th>
<th>FY 2007/08 Total Committed Amount</th>
<th>FY 2007/08 Available Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfers</td>
<td>$4,137,000</td>
<td>$4,136,733</td>
<td>$267</td>
</tr>
<tr>
<td>Fund balance reserved for contingency</td>
<td>$3,000,000</td>
<td></td>
<td>$3,000,000</td>
</tr>
</tbody>
</table>

#### EXPENDITURES BY ACCOUNT

<table>
<thead>
<tr>
<th>Account</th>
<th>FY 2007/08 Adjusted Budget</th>
<th>FY 2007/08 Total Committed Amount</th>
<th>FY 2007/08 Available Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Personnel</td>
<td>$6,631,000</td>
<td>$6,519,258</td>
<td>$111,742</td>
</tr>
<tr>
<td>Faculty</td>
<td>$22,137,090</td>
<td>$20,110,554</td>
<td>$2,026,536</td>
</tr>
<tr>
<td>Classified Staff</td>
<td>$36,352,000</td>
<td>$34,687,249</td>
<td>$1,664,751</td>
</tr>
<tr>
<td>Additional Compensation - Faculty</td>
<td>$959,984</td>
<td>$639,415</td>
<td>$320,569</td>
</tr>
<tr>
<td>Other Compensation</td>
<td>$5,306,964</td>
<td>$4,939,289</td>
<td>$367,675</td>
</tr>
<tr>
<td>Adjunct Faculty</td>
<td>$13,224,708</td>
<td>$8,234,082</td>
<td>$4,990,625</td>
</tr>
<tr>
<td>Student Employment</td>
<td>$2,228,571</td>
<td>$2,228,571</td>
<td>$0</td>
</tr>
<tr>
<td>Fringe Benefits</td>
<td>$20,688,942</td>
<td>$9,144,842</td>
<td>$11,624,099</td>
</tr>
</tbody>
</table>

Total Personal Services

<table>
<thead>
<tr>
<th>Total Expenditures by Function</th>
<th>FY 2007/08 Adjusted Budget</th>
<th>FY 2007/08 Total Committed Amount</th>
<th>FY 2007/08 Available Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Expenditures by Function</td>
<td>$146,113,133</td>
<td>$106,809,604</td>
<td>$39,303,529</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Account</th>
<th>FY 2006/07 Adjusted Budget</th>
<th>FY 2006/07 Total Committed Amount</th>
<th>FY 2006/07 Available Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communications and Utilities</td>
<td>$5,775,183</td>
<td>$2,819,455</td>
<td>$2,955,728</td>
</tr>
<tr>
<td>Travel</td>
<td>$2,486,763</td>
<td>$1,030,216</td>
<td>$1,483,548</td>
</tr>
<tr>
<td>Contractual Services</td>
<td>$9,295,580</td>
<td>$8,189,060</td>
<td>$1,106,519</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>$6,298,246</td>
<td>$2,811,322</td>
<td>$3,486,924</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>$1,769,000</td>
<td>$964,562</td>
<td>$804,438</td>
</tr>
<tr>
<td>Current Fixed Charges</td>
<td>$2,340,282</td>
<td>$1,978,252</td>
<td>$362,030</td>
</tr>
<tr>
<td>Total Services and Supplies</td>
<td>$27,965,054</td>
<td>$17,765,868</td>
<td>$10,199,185</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total Expenditures by Account</th>
<th>FY 2006/07 Adjusted Budget</th>
<th>FY 2006/07 Total Committed Amount</th>
<th>FY 2006/07 Available Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Expenditures by Account</td>
<td>$146,113,133</td>
<td>$106,809,604</td>
<td>$39,303,529</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Account</th>
<th>FY 2006/07 Adjusted Budget</th>
<th>FY 2006/07 Total Committed Amount</th>
<th>FY 2006/07 Available Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Equipment</td>
<td>$477,079</td>
<td>$178,052</td>
<td>$299,027</td>
</tr>
<tr>
<td>Transfers</td>
<td>$4,137,000</td>
<td>$4,136,733</td>
<td>$267</td>
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<td>Other Expenditures</td>
<td>$1,071,000</td>
<td>$225,691</td>
<td>$845,309</td>
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<td>Contingency and Reserves</td>
<td>$6,853,742</td>
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<td>$6,853,742</td>
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<tr>
<th>Total Expenditures by Account</th>
<th>FY 2006/07 Adjusted Budget</th>
<th>FY 2006/07 Total Committed Amount</th>
<th>FY 2006/07 Available Budget</th>
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<tbody>
<tr>
<td>Total Expenditures by Account</td>
<td>$146,113,133</td>
<td>$106,809,604</td>
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<th>Account</th>
<th>FY 2006/07 Adjusted Budget</th>
<th>FY 2006/07 Total Committed Amount</th>
<th>FY 2006/07 Available Budget</th>
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<tr>
<td>Total Expenditures by Account</td>
<td>$94,494,598</td>
<td>$14,410,910</td>
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PIMA COUNTY COMMUNITY COLLEGE DISTRICT

COMMITMENTS FOR INSTITUTIONAL SUPPORT

FY 07 $17.5 M
FY 08 $20.9 M

COMMITMENTS FOR OPERATION & MAINTENANCE OF PLANT

FY 07 $7.1 M
FY 08 $8.4 M

COMMITMENTS FOR STUDENT FINANCIAL AID

FY 07 $1.3
FY 08 $1.0
TO: Board of Governors  DATE: 2/19/08
FROM: Chancellor  ITEM NO: 12
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: 03/03/08 (revised: reported in November as 1/25/08)

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.

**Aston, Robert P.**
Facilities Project Manager  
Facilities Planning  
Effective: 01/02/08

Robert P. Aston began his career with Pima Community College in 2001 as a Facilities Project Manager. He served as Director in an acting capacity for two years before his retirement.

**Johnson, James E.**
Deputy Executive Administrator  
CC-Instruction/Academics  
Effective: 04/04/08

James E. Johnson began his career with Pima Community College in 1997. The following are some of the titles he held before his retirement: Education Program Coordinator DMAFB, Temporary Director of Administrative Services, Acting Dean of Student Development, Dean of Student Development, Adjunct Faculty, and Deputy Executive Administrator.

**Payne, Donald G.**
Trades/Maintenance Specialist  
Plant Operations  
Effective: 01/02/08

(Continued)
Donald Payne began his career with Pima Community College in 1985. He served the college in the payroll department and later was a Roofer II and Trades Maintenance Specialist.

**Raulerson, DeWayne D.**  
Student Services Technician  
CC-WBD-Prison  
Effective: 01/11/08

DeWayne D. Raulerson began his career with Pima Community College in 1994. Some of the positions he held before his retirement were Adjunct Faculty, Administrative Aide II, Support Technician, and Student Services Technician.

**Redavid, Jack**  
Deputy Executive Administrator  
DO-Human Resources  
Effective: 06/30/08

Jack Redavid began his career with Pima Community College in July 2002 as the Assistant Vice Chancellor for Human Resources after a thirty-one year career with the City of Tucson. The highlight of Jack’s career was helping to establish the Arizona Chapter of the College and University Professional Association for Human Resources (CUPA-HR). Jack was a founding board member of the Arizona Chapter, served as Vice President, President, and currently serves as Past President.

**Separations from Employment**

**Chappell-Sharpe, Brenda**  
Educational Support Faculty  
DV-Library  
Effective: 12/14/07  
Reason: Personal

**Kehres, Heather J.**  
Laboratory Specialist  
WC-Archaeology  
Effective: 1/05/08  
Reason: Other employment

**Lezzar, Kiram**  
Instructional Faculty  
NW-Geology  
Effective: 12/14/07  
Reason: No reason given

**Norris, Frankie**  
Student Services Advanced Specialist  
DV-Student Development  

(Continued)
Separations from Employment

Effective: 01/04/08
Reason: Relocation

**Ojeda, Irma D.**
Support Specialist
CC-PCA E
Effective: 01/25/08
Reason: No reason given

**Villalobos, Ernie J.**
Trades/Maintenance Specialist, Advanced
Plant Operations
Effective: 01/03/08
Reason: No reason given

**Wells, Brian S.**
Trades/Maintenance Specialist
Plant Operations and Maintenance
Effective: 01/09/08
Reason: Resignation without notice

Contact Person:

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

Signature:

Dr. Roy Flores, Chancellor

(Continued)
Recommendation:

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

Alani Ahmed
Anders Amanda
Arbelaez Juan
Ayestock Rachel
Ba Halima
Baliiles Abram
Bazgan Ilincă
Beltran Claudia
Butler Angela
Castellanos Jesus
Castillo-Lara Stephanie
Castro Christine
Cota Michael
Crowe Isabella
Crumley Yvonne
Curley Sherilyn
Curley Valerie
Dever Bethany
Ducsay John
Dunn Charlotte
Espinoza Edgar
Eyre John
Ezzo Robert
Felix Pedro
Finch Valerie
Franco Danika
Franco Jordana
Gallego-Soto Gema
Garcia Maria
Goettshe Matthew
Gomez Veronica
Grimes Brenda
Guerrero Zelenna
Harper Kevin
Harter Taylor
Hernandez Hernandez-Bedereu
Holland Mariana
Ibarra Claudia
Ibrahim Joanna
Irvine Brian
Jakes Stephen
Jimenez Blanca
Jenkins Jesse
Khairandesh Khalid
Khairandish Shakeela
Kraeva Ekaterina
Ksionda Michael
Kyle Taylor
Lopez Vanessa
Lucero Olivia
Machado Yuri
Mahato Uma
Manjarrez Marco
Martin Todd
McCain Veronica
McCammon Aindrea
McCartter Megan
Mehrten Daniel
Mendoza Maricela
Mendoza Orzaleyah
Mercado Lopez Angelica
Moghaddam Alan
Montijo Aidalee
Mora Freddy
Mousseau Mychal
Moyo Memory
Mutsaka Kudzishe
Namdarian Darius
Nguyen Anh Thuy

(Continued)
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<tr>
<th>Nguyen</th>
<th>Yen Ngoc</th>
<th>Russon</th>
<th>Clinton</th>
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<td>Noriega</td>
<td>Maria</td>
<td>Sadatmousavi</td>
<td>Mehran</td>
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<tr>
<td>O'Brien</td>
<td>Scott</td>
<td>Saini</td>
<td>Ranjan</td>
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<tr>
<td>Padilla</td>
<td>Rudy</td>
<td>Santoro, Jr.</td>
<td>John</td>
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<td>Parnell</td>
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<td>Brenon</td>
<td>Sherrill</td>
<td>Keith</td>
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<td>Shoults</td>
<td>Sebrina</td>
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<td>Pautsch</td>
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<td>Spann</td>
<td>Cathy</td>
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<td>Pennington</td>
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<td>Stagg</td>
<td>Susan</td>
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<td>Abdulatif</td>
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<td>Maricruz</td>
<td>Tupiken Ruelas</td>
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<td>Crystal</td>
<td>Ugarte</td>
<td>Jose</td>
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<tr>
<td>Rodriguez</td>
<td>Elby</td>
<td>Wingate</td>
<td>Brittany</td>
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**Contact Person:**

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

[Signature]

Dr. Roy Flores, Chancellor
TO:    Board of Governors
FROM:  Chancellor
ITEM NO:  14A
SUBJECT:  Unapproved Minutes of the Annual Meeting of January 9, 2008

Background:

The unapproved minutes of the Annual Meeting of January 9, 2008 are submitted for approval.
The Annual Meeting of the Pima County Community College District Board of Governors was held on Wednesday, January 9, 2008 at 5:00 p.m., in the Community/Board Room, District Central Office, 4905C E. Broadway, Tucson, AZ 85709-1010.

**Board Members**

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

*Absent:*  
Brenda Even, Member

**Recording Secretary**

Linda Ashenbrener

**Administration**

Roy Flores, Chancellor  
Donna Gifford, Senior Assistant to the Chancellor  
Dave Irwin, Executive Director for Public Information  
Kirk Kelly, Vice Chancellor, Information Technology  
Suzanne Miles, Provost and Executive Vice Chancellor for Academic Services  
Brigid Murphy, Assistant Vice Chancellor, Academic Services and Vice Provost  
Jack Redavid, Assistant Vice Chancellor, Human Resources  
Robert Riza, Assistant Vice Chancellor, Student Services  
Stan Steinman, Executive Assistant to the Provost  
Lynne Wakefield, Assistant Vice Chancellor for Marketing
GENERAL MATTERS

Call to Order

Richard Fimbres called the meeting to order at 5:20 p.m.

Pledge of Allegiance

Marty Cortez led the Pledge of Allegiance.

NEW BUSINESS

Election of Board of Governors' Officers and Arizona Association of District Governing Board's Representative For 2008

Motion to Elect Chairman of the Governing Board

Motion No. 6781


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

Motion to Elect Secretary of the Governing Board

Motion No. 6782

Scott Stewart – M, Sherryn Marshall – S that Brenda Even serve as Secretary of the Board of Governors of the Pima County Community College District in 2008.

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

Motion to Elect Representative to the Arizona Association of District Governing Boards

Motion No. 6783


Vote: All Board members present voted “aye” by voice vote. None were opposed. Motion carried.
Motion to Elect Alternate Representative to the Arizona Association of District Governing Boards
PASSES

Motion No. 6784
Marty Cortez – M, Sherryn Marshall – S that Scott Stewart serve as Alternate Representative to the Arizona Association of District Governing Boards (AADGB).

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

Motion to Adopt Annual Calendar of Regular Board Meetings in 2008
PASSES

Motion No. 6785
Scott Stewart – M, Marty Cortez – S to approve the Board of Governors Meeting Calendar for 2008.

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

Motion to Adjourn
PASSES

Motion No. 6786
Sherryn Marshall – M, Marty Cortez – S to adjourn the meeting.

The meeting adjourned at 5:25 p.m.

Secretary

Date
TO: Board of Governors  DATE: 2/19/08
FROM: Chancellor  ITEM NO: 14B
SUBJECT: Unapproved Minutes of the Regular Meeting of January 9, 2008

Background:

The unapproved minutes of the Regular Meeting of January 9, 2008 are submitted for approval.
PIMA COUNTY COMMUNITY COLLEGE DISTRICT

A Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, January 9, 2008 at 7:00 p.m., in the Community Board Room, District Office, 4905 E. Broadway, Tucson, AZ 85709-1010.

BOARD MEMBERS

Scott Stewart, Chair
Marty Cortez, Member
Richard Fimbres, Member
Sherryn Marshall, Member

Absent
Brenda Even, Secretary

BOARD REPRESENTATIVES

Julie Hecimovich, Staff
Sherry Wright, Staff
Karoline Salmans, Student
Luis Hernandez, Student
Diane Lussier, Faculty
Jack Mertes, Faculty

RECORDING SECRETARY

Linda Ashenbrener

ADMINISTRATION

Roy Flores, Chancellor
Lou Albert, President, West Campus
Christal Albrecht, President, Desert Vista Campus
David Bea, Executive Vice Chancellor, Administration
Johnson Bia, President, Downtown Campus
Victoria Cook, Dean of Instruction, West Campus
Terry Forster, Division Dean, Downtown Campus
Donna Gifford, Assistant Vice Chancellor
Mary Beth Ginter, Division Dean, West 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
Suzanne Miles, Provost and Executive Vice Chancellor for Academic Services
Leticia Menchaca, Dean of Student Development, Desert Vista Campus
Lorraine Morales, Dean of Student Development, Northwest Campus
Brigid Murphy, Assistant Vice Chancellor for Academic Services and Vice Provost
Dave Padgett, Dean of Instruction, Northwest Campus
Jack Redavid, Assistant Vice Chancellor for Human Resources
Anna Reese, Executive Director, Financial Aid
Robert Riza, AVC, Student Services
Nancee Sorensen, Dean of Student Development, West Campus
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, Research and Planning
Anne Vosberg, Acting Dean of Student Development, Downtown Campus
Bill Ward, AVC, Facilities
Lynne Wakefield, AVC, Marketing
Call to Order

Scott Stewart called the meeting to order at 7:05 p.m.

Pledge of Allegiance

Richard Fimbres led the Pledge of Allegiance.

Public Comment

There were no requests to address the Board.

Staff Representatives

At the December Staff Council meeting, there was a report from Human Resources noting that there are 29 disciplines for faculty recruitment. Also, a spring fundraiser was approved by the Council. A problem with election for a Staff Council representative from Downtown Campus is being investigated. All outgoing officers and representatives received plaques in appreciation of their service to the College.

Student Representatives

Karoline Salmans reported that the Northwest Campus Office of Student Life will host a Spring Welcome Back Festival January 22-23 and a blood drive for the American Red Cross is scheduled January 29-30 at the campus. West Campus will have a display and video in the Welcome Center Lobby in recognition of Martin Luther King, Jr. Day from January 22-24.

Luis Hernandez reported on the Pima Leadership Institute Banquet on December 7. “Get Involved Week” will begin January 22-25 at Downtown Campus. There is a Club & Organization Fair scheduled January 22-24 at Desert Vista Campus. East Campus is preparing for the Spring Back to School All Clubs Week January 22-31.
Faculty Representatives

At the December 7 Faculty Senate meeting, there was discussion and updates on student learning outcomes, the accreditation process, and a legislative update. The Adjunct Faculty Committee is working on a survey for recognition of adjunct faculty members.

The PCCEA report to Senate included an update and information concerning the faculty survey for the upcoming Meet and Confer session.

There was discussion of the feasibility of locating counselors in area high schools.

Report — Chairperson of the Board

Officers were elected to the Board for 2008 at the Annual Meeting. Scott Stewart will serve as Chair, Brenda Even will serve as Secretary. Brenda Even will be the AADGB representative and Scott Stewart will be the alternate.

Plaques were presented by the Board in appreciation to Diane Lussier for service as Faculty Representative and to Sherry Wright for service as Staff Representative.

The date of the next Executive Session is incorrect on the printed agenda and should read February 19.

Motion No. 6787


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)

The AADGB engaged in recent teleconferences and is currently setting up business plans for the coming year.

Chancellor's Report

Chancellor Flores introduced Dr. Christal Albrecht, the new President of the Desert Vista Campus.

All Faculty Day is scheduled January 16 at West Campus with Barbara LaWall, Pima County Attorney, as the guest speaker.

Chancellor Flores will meet with Representative Jennifer Burns, along with legislators and community college CEOs, regarding the possible creation of a state board and will continue negotiation of the role of the board. The State of the State Luncheon is scheduled January 16 at the Tucson Convention Center.

Chancellor Flores discussed concerns and challenges with the budget and local revenues. The College will monitor the budget closely and will make adjustments accordingly.

The College is moving forward and making progress with the nursing faculty recruitment and now have four new nursing faculty members.

Monthly Financial Statements through November 2007

Executive Vice Chancellor David Bea gave an overview of the Comprehensive Annual Financial Report and reported on the preliminary monthly financial reports through November. There was an increase in net assets of approximately $25 million, which is similar to the November 2006 net assets. Operational revenues and expenditures are consistent with our expectations for this point in the year.

Information Items

Separations from Employment

Student Aide Hires

These items were noted as information items.
Action Items

Motions to Approve
Regular Meeting Minutes
PASSES

Approval of Minutes

Motion No. 6789

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

Consent Agenda

Chair Stewart requested that 15.5 Grant Proposal/Intergovernmental Agreement: Governor’s Office of Highway Safety Southern Arizona DUI Task Force on the consent agenda be voted on separately due to Board member’s conflict of interest.

Motion No. 6790
Richard Fimbres – M, Marty Cortez – S, to approve the Consent Agenda, with Addenda to Items 15.1 New Appointments; 15.2 Adjunct Faculty Appointments, and 15.3 Temporary Appointments.

15.1 New Appointments
15.2 Adjunct Faculty Appointments
15.3 Temporary Appointments
15.4 BP-5603: Research Involving Human Subjects – Final Reading
15.6 Grant Proposal/Standard Agreement: Arizona Recycling Coalition Furthering Recycling in Arizona
15.7 Grant Proposal/Subrecipient Award and Agreement: U.S. Department of Labor Employment and Training Administration Innovation Frontier Arizona
15.8 Intergovernmental Agreement: City of Tucson on behalf of the Tucson Fire Department Addendum #8: Paramedic Training Program
15.9 Curriculum Recommendation: New Degree Program: Apparel Merchandising – Associate of Arts for Transfer (AA)
15.10 Curriculum Recommendation: New Degree Program: Apparel Merchandising – Associate of Applied Science (AAS)


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

Grant Proposal/Intergovernmental Agreement: Governor’s Office of Highway Safety Southern Arizona DUI Task Force

Motion No. 6791


Adjournment

The meeting adjourned at 7:55 p.m.

__________________________
Secretary

__________________________
Date
TO: Board of Governors
FROM: Chancellor
DATE: 2/19/08
ITEM NO: 15
SUBJECT: Consent Agenda

Recommendation:

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

15.1 New Appointments
15.2 Adjunct Faculty Appointments
15.3 Temporary Appointments
15.4 Administrator Appointments
15.5 Faculty Regular Appointments 2008/2009 Fiscal Year
15.6 Fall 2008 and Spring 2009 Sabbatical Recommendations
15.7 Staff Nursing Instructor Salaries
15.13 Curriculum Recommendation – New Concentration: Avionics Technician Concentration in the Aviation Technology Associate of Applied Science (AAS)
15.15 Curriculum Recommendations – Center for Training & Development Program Inactivation: Cardiopulmonary Resuscitation (CPR) Certificate
15.16 Curriculum Recommendations – Center for Training & Development Program Inactivation: Child Care Assistant Teaching Certificate
15.17 Curriculum Recommendations – Center for Training & Development Program Inactivation: First Aid Certificate
15.18 Curriculum Recommendations – Center for Training & Development Program Inactivation: Heart Saver Certificate
15.19 Curriculum Recommendations – Center for Training & Development Program Inactivation: Home Health Aide Certificate
15.20 Curriculum Recommendations – Center for Training & Development Program Inactivation: Inventory Clerk Certificate

(Continued)
15.21 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Material Handler Certificate

15.22 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Offset Duplicating Certificate

15.23 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Pre-Press Technician Certificate

15.24 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Receiving Clerk Certificate

15.25 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Shipping Clerk Certificate

15.26 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Warehousing Clerk Certificate

15.27 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Workplace ESL Listening Level A Certificate

15.28 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Workplace ESL Listening Level B Certificate

15.29 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Workplace ESL Listening Level C Certificate

15.30 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Workplace Mathematics Certificate

15.31 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Workplace Math Level A Certificate

15.32 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Workplace Math Level B Certificate

15.33 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Workplace Math Level C Certificate

15.34 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Workplace Math Level D Certificate

15.35 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Workplace Reading and Interpreting Literature Certificate

15.36 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Workplace Reading Level A Certificate

15.37 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Workplace Reading Level B Certificate

15.38 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Workplace Reading Level C Certificate

15.39 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Workplace Reading Level D Certificate

15.40 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Workplace Science Certificate

15.41 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Workplace Social Studies Certificate

15.42 Curriculum Recommendations – Center for Training & Development Program
Inactivation: Workplace Writing Certificate

15.43 Curriculum Recommendations – Workforce Program Inactivation: Advanced
Mechanic Services Certificate

15.44 Curriculum Recommendations – Workforce Program Inactivation: Advanced
Product Test Certificate

(Continued)
15.45 Curriculum Recommendations – Workforce Program Inactivation:
Manufacturing Production Certificate
15.46 Curriculum Recommendations – Workforce Program Inactivation:
Manufacturing Production Technology Associate of Applied Science (AAS)
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

Boles, ArJetta  
**Instructional Faculty**  
Salary: $26,657  
Effective: 01/14/08  
Education: Bachelor of Arts, Psychology, University of Akron; Bachelor of Science, Nursing, Kent State University  
Experience: Ms. Boles is currently an adjunct instructor at Pima Community College. Previously, she was an Registered Nurse with CrossCountry TravCorps.

Recruitment Overview:  
The Division Dean and Department Chair evaluated the qualifications and availability of the current Adjunct Faculty in the discipline and determined that two individuals met the qualifications for the courses to be taught and was also available to teach a full-load of courses. The Division Dean and Department Chair interviewed the Adjunct Faculty members. The Campus President concurs with this selection and recommends the administrative appointment.

Kinsey, Lisa  
**Instructional Faculty**  
Salary: $19,172  
Effective: 01/22/08  
Education: Bachelor of Science, Chemistry and Earth Science, University of California at San Diego; Master of Science, Geology and Geophysics, University of Hawaii at Manoa  
Experience: Ms. Kinsey is currently an adjunct instructor at Pima Community College. Previously, she was a substitute math teacher with a local high school.

Recruitment Overview:  
The Division Dean and Department Chair evaluated the qualifications and availability of the current Adjunct Faculty in the discipline and determined that only one individual met the qualifications for the courses to be taught and was...
also available to teach a full-load of courses. The Division Dean and Department Chair interviewed the Adjunct Faculty member. The Campus President concurs with this selection and recommends the administrative appointment.

**Pentacoff, Julie**  
**Instructional Faculty**  
**Salary:** $26,657  
**Effective:** 01/14/08  
**Education:** Bachelor of Science, Nursing, University of Arizona  
**Experience:** Ms. Pentacoff is currently an adjunct instructor at Pima Community College. Previously, she was a staff nurse with Northwest Medical Center.  

**Recruitment Overview:**  
The Division Dean and Department Chair evaluated the qualifications and availability of the current Adjunct Faculty in the discipline and determined that two individuals met the qualifications for the courses to be taught and was also available to teach a full-load of courses. The Division Dean and Department Chair interviewed the Adjunct Faculty members. The Campus President concurs with this selection and recommends the administrative appointment.

**Staff**

**Clark, Renee A.**  
**Support Specialist**  
**Salary:** $16.26/hour  
**Effective:** 2/4/08  
**Education:** Bachelor of Science, Business Administration, Northern Arizona University  
**Experience:** Ms. Clark has administrative experience in a non-profit setting. Her other experience include consulting, auditing, fund raising, and public relations.  

**Recruitment Overview:**  
An external recruitment was conducted. Sixteen complete and qualified applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by the Provost and Executive Vice Chancellor of Academic and Student Services.

**Graseck, Abigail E.**  
**Instructor**  
**Salary:** $39,255  
**Effective:** 2/25/08  
**Education:** Bachelor of Arts, Religion, Haverford College; Master of Education, Seattle University  
**Experience:** Ms. Graseck is currently working as a temporary instructor for Pima County Community College. Previously she was an ESL Instructor for Highline Community College and Southwest Youth and Family Services.  

**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 Campus President.

(Continued)
New Appointments

Contact Person:

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

[Signature]
Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
DATE: 2/19/08
ITEM NO: 15.2
SUBJECT: Adjunct Faculty Appointments

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 academic 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.

Bednarek, Lawrence
Discipline(s): Emergency Medical Technology (Occupational with Limited Exemption)
Education: Paramedic License, Arizona Department of Health Services
Experience: Mr. Bednarek has more than two years of paramedic experience with LifeNet Arizona; meets Limited Exemption Occupational/Workforce Certification requirements.

Calvillo, Evonne
Discipline(s): Fitness and Recreation (Occupational)
Education: Bachelor of Arts, Spanish, University of Arizona
Experience: Ms. Calvillo has three years of experience as a dance teacher and is currently serving as a dance instructor at the Arizona Ballroom Company.

Conquest, Robert
Discipline(s): Psychology
Education: Bachelor of Science, Psychology, Pennsylvania State University; Master of Science, Psychology, Doctor of Philosophy, Psychology, Western Reserve University, Ohio
Experience: Mr. Conquest has more than five years of teaching experience.

*Regular Employee
Adjunct Faculty Appointments

Date: 2/19/08
Page 2

Escalante, Iris
Discipline(s): Respiratory Therapy (Occupational with Limited Exemption)
Education: Registered Respiratory Therapist
Experience: Ms. Escalante has eighteen years experience as a respiratory therapist at hospitals in Philadelphia and Tucson. She is currently employed at University Medical Center where she serves at a respiratory therapist clinical instructor.

Ewing-Finchem, Tanya
Discipline(s): Histotechnician Training Program (Occupational with Limited Exemption)
Education: Licensed Histology Technician
Experience: Ms. Ewing-Finchem has three years of experience as a histology technician. She is currently employed at Ventana Medical Systems.

Gervais, Douglas B.
Discipline(s): Digital Arts
Education: Bachelor of Arts, Television and Radio, Michigan State University; Master of Education, Educational Media, University of Arizona
Experience: Mr. Gervais has seventeen years of experience as writer/producer of newscast promotions at media outlets in Arizona, California, Nevada, and Colorado. He is currently a senior writer-producer at KVOA-TV in Tucson.

Glover, Charles
Discipline(s): Emergency Medical Technology (Occupational with Limited Exemption)
Education: Basic Emergency Medical Technology, Arizona Department of Health Services
Experience: Mr. Glover has more than two years of experience with Raytheon Fire Department; meets Limited Exemption Occupational/Workforce Certification requirements.

Glover, Donna
Discipline(s): Emergency Medical Technology (Occupational with Limited Exemption)
Education: Basic Emergency Medical Technology, Arizona Department of Health Services
Experience: Ms. Glover has more than two years of experience with Southwest Ambulance; meets Limited Exemption Occupational/Workforce Certification requirements.

Gonzalez, Sylvia M.
Discipline(s): Health Information Technology (Occupational)
Education: Certification, Coding Specialist, American Health Information Management Association
Experience: Ms. Gonzalez has more than five years of experience in the field and is a certified coder. Previous experience includes working various positions as a coder in the health care facilities; meets Occupational/Workforce requirements.

Hanzie, John C.
Discipline(s): Respiratory Therapy (Occupational)
Education: Associate of Applied Sciences, Respiratory Care, Pima Community College

*Regular Employee

(Continued)
Adjunct Faculty Appointments

Experience: Mr. Hanzie has twelve years of experience as a respiratory care practitioner with his current employer, St. Mary's Hospital in Tucson. He currently serves as a charge respiratory therapist for the day shift.

**Hirsch, Julie**
- **Discipline(s):** Writing (Developmental)
- **Education:** Bachelor of Arts, English, Vassar College, New York; Master of Fine Arts, Creative Writing, University of Arizona
- **Experience:** Ms. Hirsch has more than three years of teaching experience in writing; meets developmental certification requirements.

**Hudson, Anne**
- **Discipline(s):** Writing (Developmental)
- **Education:** Bachelor of Arts, Creative Writing, Bachelor of Arts, English, University of Arizona
- **Experience:** Ms. Hudson has one year of experience as a medical assistant for a local medical practice.

**Hyuntae, Kim**
- **Discipline(s):** Clinical Trial Coordinator (Occupational/Workforce)
- **Education:** Bachelor of Science, Seoul National University, Korea; Doctor of Philosophy, Biochemistry, University of Kentucky
- **Experience:** Dr. Hyuntae has more than seventeen years of experience in research. He currently is an associate research scientist with the University of Arizona.

**Jacox, Armando**
- **Discipline(s):** Writing (Developmental)
- **Education:** Bachelor of Arts, English, University of Arizona
- **Experience:** No previous teaching experience; meets Developmental Certification requirements.

**Kelly, Gary R.**
- **Discipline(s):** Electrical Utilities Technology (Occupational)
- **Education:** Certification, Occupational Safety and Health Administration; Arizona State Apprenticeship Program for Lineman/Cableman; Distribution Design Training Program, Tucson Electric Power
- **Experience:** Mr. Kelly has more than twenty-nine years of experience working in various departments for Tucson Electric Power; meets Occupational/Workforce certification requirements.

**Kelly, Heather**
- **Discipline(s):** Humanities (Limited Exemption)
- **Education:** Bachelor of Arts, Psychology, Vassar College, New York; Master of Arts, Classics, University of Arizona
- **Experience:** Ms. Kelly has more than three years of teaching assistant experience; meets Limited Exemption Academic Certification requirements.

*Regular Employee* (Continued)
Adjunct Faculty Appointments

Kincaid, Elihu E.
Discipline(s): Education, Reading
Education: Bachelor of Science, Elementary Education, Salisbury University, Maryland; Master of Education, Elementary Education, Master of Education, Reading Education, Towson State University, Maryland
Experience: Mr. Kincaid has fifteen years of experience as an elementary and middle school teacher in Arizona and Maryland. He is currently retired.

Kinsey, Lisa
Discipline(s): Geology, Northwest Campus
Education: Bachelor of Science, Chemistry and Biochemistry, Master of Science, Geology and Geophysics, University of Hawaii
Experience: Ms. Kinsey has ten years of experience working for Pima Community College as a teacher, Student Services Specialist, and substitute teacher. She was a teacher assistant for an undergraduate geology laboratory at the University of Hawaii for two years.

Lange, Richard C.
Discipline(s): Anthropology, Archeology
Education: Bachelor of Arts, Anthropology, University of Illinois at Urbana-Champaign; Master of Arts, Anthropology, University of Arizona
Experience: Mr. Lange has thirty years of experience with his current employer, the Arizona State Museum at the University of Arizona, where he is a Senior Research Specialist. His duties include teaching students in the laboratory to perform analyses.

Mejia, Eve E.
Discipline(s): Respiratory Therapy (Occupational with Limited Exemption)
Education: Associate of Applied Sciences, Respiratory Care, Pima Community College
Experience: Ms. Mejia has five years of experience as a respiratory care practitioner with her current employer, St. Mary’s Hospital in Tucson.

Moise, Robin Rene
Discipline(s): Direct Care Professional (Occupational/Workforce)
Education: Certification, CIT Lead Instructor, Article IX Master Trainer, State of Arizona
Experience: Ms. Moise has more than eighteen years of experience in providing direct care and training others who provide direct care. She has been employed with AIRES for seven years as Program Director, District Director, and as the current Director of Quality of Enhancement in which she oversees the in-house training department that provides training for more than 500 new District Support Professionals each year.

Morales, Rosa
Discipline(s): Social Services, History
Education: Bachelor of Social Work, Social Work, University of Texas at El Paso; Master of Social Work, Social Welfare, University of California, Los Angeles; Graduate Coursework, History, University of Texas at El Paso

*Regular Employee (Continued)
Experience: Ms. Morales has seven years of experience as a program coordinator, program administrator, and therapist for social service agencies in Texas and in Tucson. She is currently serving as a therapist for the Jewish Family and Children's Service.

Nguyen, Tan D.
Discipline(s): Sign Language (Limited Exemption)
Education: Pending Bachelor of Arts in Deaf Studies, Gallaudet University, District of Columbia
Experience: Mr. Nguyen has three years experience teaching American Sign Language and currently works as a tutor in the Pima Community College Sign Language Laboratory.

Padron, Charles L.
Discipline(s): Philosophy, History
Education: Bachelor of Arts, European Cultural Studies, American College, Paris; Bachelor of Arts, Master of Arts, Interdepartmental Philosophy and Literature, Bucknell University; Master of Arts, Doctor of Philosophy, Philosophy, Vanderbilt University
Experience: Previous experience includes over thirty years of instruction at the university and community college level.

Reed, Ruth
Discipline(s): Sign Language
Education: Certificate, Clerical Assistant, Cochise College, Arizona
Experience: Ms. Reed has more than three years of teaching experience in tutoring American Sign Language students for Pima Community College; meets Limited Exemption Academic Certification requirements.

Replinger, Sean
Discipline(s): Fitness and Sport Science (Limited Exemption)
Education: PGA Apprentice, Professional Golfers Association of Arizona
Experience: Mr. Replinger has more than three years of experience as an Assistant Golf Professional, meets Limited Exemption Academic Certification requirements.

Roudaut, Marie-Blanche
Discipline(s): Anthropology, Archeology
Education: Bachelor of Science, Anthropology, University of New Mexico; Master of Arts, Anthropology, Southern Methodist University, Texas
Experience: Ms. Roudaut has six years of experience as a field archaeologist/lithic analyst working in the private sector and five years of experience as a teaching assistant in graduate school. She is currently serving as a field director at Tierra Right of Way Services.

Schaub, Benjamin
Discipline(s): Fitness and Recreation (Occupational)
Education: Bachelor of Arts, Linguistics, University of Arizona

*Regular Employee (Continued)
Experience: Licensed in water safety and certified lifeguard; meets Occupational/Workforce certification requirements.

Shell, Meredith (Blake)  
Discipline(s): Art  
Education: Bachelor of Arts, Art, Sewanne: The University of the South, Tennessee; Master of Fine Arts, Photography, Savannah College of Art and Design, Georgia  
Experience: Ms. Shell has one year experience as gallery director at Dinnerware Gallery, Tucson and three years experience as gallery director at the School of Art, University of Arizona, Tucson. She is currently serving as gallery director at the School of Art, University of Arizona, Tucson.

Sheppard, Elizabeth  
Discipline(s): Histotechnician Training Program (Occupational with Limited Exemption)  
Education: Licensed Histology Technician  
Experience: Ms. Sheppard has twenty years of experience as a histology technician and manager of histotechnology laboratories. She is currently employed at Ventana Medical Systems.

Siegrist, Audrey  
Discipline(s): Veterinary Technology  
Education: Bachelor of Science, Biology, Doctor of Veterinary Medicine, University of Wisconsin  
Experience: Ms. Siegrist has served more than one year in a Veterinary Internship; meets Limited Exemption Occupational/Workforce Certification requirements.

Slaine, Elizabeth  
Discipline(s): Writing, Literature and Education  
Education: Bachelor of Arts, English, Ohio State University; Master of Arts, Linguistics, University of Kansas; Master of Arts, Secondary Education, Western New Mexico University  
Experience: Ms. Slaine has more than three years of experience teaching at the high school level.

Stern Duwel, Emily  
Discipline(s): Art  
Education: Bachelor of Arts, Art, Hamilton College, New York; Master of Fine Art, Design and Technology, Parsons, New York  
Experience: Ms. Stern Duwel has more than seven years of experience as a designer. She has been the executive director of the Oracle Historical Society since February.

Strozzo, Rae A.  
Discipline(s): Art (Limited Exemption)  
Education: Bachelor of Arts, English, Georgia Southern University; Graduate Coursework, Art, University of Arizona  
Experience: Mr. Strozzo has two years of experience working at the University of Arizona as an assistant at the Center for Creative Photography as well as a multi-media

*Regular Employee
consultant at the Office of Student Computing. He has one year of experience as a reading instructor at a community agency in California. He is currently employed as a digital photography instructor for the Art Department at the University of Arizona.

Tierney, Peter J.
Discipline(s): Health Information Technology
Education: Master of Health Administration, Health Administration, Simmons College
Experience: Previous experience includes working various positions in the health care administration.

Van De Graaff, Wendy
Discipline(s): Sign Language (Academic)
Education: High School Diploma
Experience: Ms. Van De Graaff has extensive and varied experience in American Sign Language. She has taught sign language at several churches, at a local charter school, at a community college in Illinois and at the University of Arizona. She knows Mexican sign language and since May has been a tutor in the Northwest Campus sign language lab at Pima Community College. She has also been a substitute instructor for the College since January 2007.

Voorakaranam, Ram
Discipline(s): Physics
Education: Doctor of Philosophy, Electrical Engineering, Georgia Institute of Technology
Experience: Dr. Voorakaranam has four years of experience as a testing engineer at technology firms in Arizona and one semester of teaching experience as adjunct professor for the University of Arizona. He is currently serving as a post-doctoral research associate in the College of Optical Sciences at the University of Arizona.

Watter, Cheryl
Discipline(s): Writing
Education: Bachelor of Arts, English, University of Arizona
Experience: Ms. Watter has more than seven years of high school English teaching experience; meets Developmental Certification requirements.

Wicklund, Katherine A.
Discipline(s): Respiratory Therapy (Occupational)
Education: Associate of Applied Sciences, Respiratory Care, Pima Community College
Experience: Ms. Wicklund has six years of experience as a respiratory care practitioner with her current employer, St. Mary’s Hospital in Tucson.

Wolfe, Goyce A.
Discipline(s): Chemistry (Limited Exemption)
Education: Bachelor of Science, Chemistry, University of Arizona
Experience: Ms. Wolfe has eighteen months of experience as quality control/quality assurance manager for Global Industrial Corporation in Mesa. She has one semester of

*Regular Employee

(Continued)
experience as a student worker in the chemistry laboratory at the University of Arizona. She is currently employed as a laboratory specialist in the chemistry department at Pima Community College and as a staff instructor in the Chemistry department at the University of Arizona.

Wood, Jennifer J.  WC
Discipline(s):  Nursing (Limited Exemption)
Education:  Bachelor of Science in Nursing, Nursing, Grand Canyon University
Experience:  Ms. Wood has eight years of experience as registered nurse at St. Joseph’s Hospital.

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

*Regular Employee
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.

**Barajas, Yvette**
Program Coordinator  
DV  
**Education:** Bachelor of Arts, Mexican-American Studies, University of Arizona  
**Experience:** Ms. Barajas has been working with at-risk youth for over four years. Her experience includes being a mentor/tutor for the Educational Talent Search Program, an administrative assistant for the YWCA, and most recently, a Career and College Coordinator for Aztec Middle College.

**Baron, Julie**
Noncredit Instructor  
CC  
**Education:** Coursework, General Studies, University of Arizona  
**Experience:** Ms. Baron has spent nine years practicing and studying Tai Chi, with Tai Chi Master Tony Della Croce. She has a certificate in massage therapy from the Desert Institute of Healing Arts.

**Bernal, Brian**
Noncredit Instructor  
CC  
**Education:** Graduate of Sundance Film Institute’s Director's Lab and Writer’s Lab, Park City, Utah  
**Experience:** Mr. Bernal has taught acting classes for Elizabeth Savage Talent for the past ten years. He was a cameraman man for the 2007 El Tour de Tucson. Mr. Bernal
produced an award winning short film, Dude Vision, and has also received four Best Comedy Shorts awards to date.

Cilano, Kelly  
**Instructor**  
NW  
**Education:** Bachelor of Arts, Telecommunications, Michigan State University; Master of Arts, Secondary Education, Grand Canyon University  
**Experience:** Ms. Cilano has been a substitute teacher since 1988 for the Marana Unified School District, Amphitheater School District, and Flowing Wells School District. She has home schooled seven children, and has been a private tutor in English, History, and related subjects for the past fifteen years.

Craig, Samuel  
**Tutor**  
NW  
**Education:** Coursework, Mechanical Engineering, Pima Community College; Associate of Occupational Studies, Automotive Technology, Universal Technical Institute  
**Experience:** Mr. Craig has been working at Oracle Ford Mercury since November 2005. Prior to that, he worked at Firestone and Discount Tire Company in Tucson.

Da Cruz, Kimberly  
**Fiscal Support Technician**  
DV  
**Education:** Associate of Arts, Liberal Arts, Pima Community College  
**Experience:** Ms. Da Cruz will be working in the cashier’s office providing evening coverage. She has five years of experience in sales and four years in cashiering. Ms. Da Cruz is a former Student Government Representative and Early Childhood Development Center Student.

Daley II, John A.  
**Assistant Football Coach**  
WC  
**Education:** Bachelor of Arts, Communication, University of Arizona  
**Experience:** Mr. Daley has twelve years of coaching experience including positions for Alex Spanos All-Star Classic and the Toronto Argonauts Football Club. He served as defensive coordinator, assistant head coach, and defensive line coach for El Camino High School, Oceanside Unified School District.

Dundas, Gillian D.  
**Media Specialist**  
CC  
**Education:** Dip AD, Norwich School of Art and Design, Norwich, Norfolk UK; Coursework, Computer Graphics, Corcoran School of Art and Design  
**Experience:** Ms. Dundas is currently a freelance designer establishing herself within the Tucson Community. She has over twenty years of graphic design experience, including positions as Art Director and Senior Designer for companies such as the Phoenix New Times – Village Voice Media, The Larson Company, and Biosphere 2.

Grispino, Joseph  
**Noncredit Instructor**  
CC  
**Education:** Master of Arts, Theology, University of St. Thomas Aquinas, Italy; Master of Arts, Sacred Scripture, Pontifical Biblical Institute, Italy; Master in Education, Boston College; Master of Arts, Social Ethics, University of Southern California  
**Experience:** Mr. Grispino has spent over fifty years teaching theology, philosophy and biblical studies at the university level, in community colleges and adult learning institutes. He is fluent in English, French, Italian and Latin. Mr. Grispino is also a published author.

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<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Education</th>
<th>Experience</th>
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</thead>
<tbody>
<tr>
<td>Hannum, Christine</td>
<td>Noncredit Instructor CC</td>
<td>Bachelor of Arts, Psychology, Bachelor of Science, Wildlife Science, Master in Education, Educational Psychology, University of Arizona</td>
<td>Ms. Hannum is currently employed by the University of Arizona as a research technician involved in the eradication of buffelgrass, seed bank research, mapping projects using GPS and delivering educational presentations within the community.</td>
</tr>
<tr>
<td>Harrison, Chad</td>
<td>Assistant Track Coach WC</td>
<td>Associate of Arts, Liberal Arts, Pima Community College; Bachelor of Science, Public Health, University of Arizona</td>
<td>Mr. Harrison was an assistant coach at Benson High School for three years and is USA Track and Field Level I certified. Mr. Harrison also has experience as a science instructor for Alta Vista High School.</td>
</tr>
<tr>
<td>Hawes, Garrett</td>
<td>Tutor NW</td>
<td>Coursework, General Studies, Pima Community College</td>
<td>Mr. Hawes is currently working at Basha’s.</td>
</tr>
<tr>
<td>Herholz, Kenneth</td>
<td>Tutor NW</td>
<td>Coursework, General Studies, Pima Community College</td>
<td>Mr. Herholz is a student and is working part-time at Home Depot.</td>
</tr>
<tr>
<td>Hinds, Heloise</td>
<td>Tutor II EC</td>
<td>High School Diploma</td>
<td>Ms. Hinds has American Sign Language skills and abilities.</td>
</tr>
<tr>
<td>Holzborn, Owen</td>
<td>Noncredit Instructor CC</td>
<td>Bachelor of Arts, Mathematics, California State University Northridge</td>
<td>Mr. Holzborn spent over thirty years in the aerospace/defense industry related to the automation of ground systems supporting the United States Air Force Satellite Command, Control and Communications.</td>
</tr>
<tr>
<td>Joe, Derek</td>
<td>Assistant Football Coach WC</td>
<td>Associate of Arts, Kinesiology, Pima Community College</td>
<td>Mr. Joe has experience as a sports official for Raytheon as well as recreation and fitness for Pima County Parks and Recreation. Most recently he was a graduate assistant coach for Pima Community College. Formerly, he was a football player for one year at Pima Community College and one year at Eastern Arizona College.</td>
</tr>
<tr>
<td>Koch, Robert</td>
<td>Tutor NW</td>
<td>Coursework, Physiology, University of Arizona</td>
<td>Mr. Koch has not been employed previously.</td>
</tr>
<tr>
<td>Krug, Ryan</td>
<td>Laboratory Assistant - Reading/ESL DV</td>
<td>Bachelor of Science, Physics, University of Arizona</td>
<td></td>
</tr>
</tbody>
</table>
Temporary Appointments

Date: 2/19/08
Page 4

Experience: Mr. Krug has worked as an ESL Instructor at the University of Arizona Center for ESL to complete his 100 hours to be certified as Teaching English as a Foreign Language. He worked for one year at the University of Arizona as an Intern and Research Assistant. He is certified 100 hour teaching English as a Foreign Language (TEFL) course.

Lardie, Brian D. Support Assistant CC
Education: Bachelor of Arts, Education, Biricham International University, Madrid, Spain
Experience: Mr. Lardie has over thirty years of experience as a volunteer instructor and more than one year of experience in tutoring ESOL students. He has seven years of experience in administering assessments and providing classroom assistance. He also has several years of experience in public speaking and customer service.

Larson, Janna Tutor NW
Education: Coursework, General Studies, Pima Community College
Experience: Ms. Larson has been a choir director and musician at various locations. She is currently directing and leading music at St. Mark’s Catholic Church.

Lasseter, Jack Noncredit Instructor CC
Education: Bachelor of Science, General Business, University of Arizona; Juris Doctor, Law, University of Arizona
Experience: Mr. Lasseter was a sole practitioner as a family law attorney in Tucson for thirty-six years. During this time, he also taught business law, general business and American history for Pima Community College. Mr. Lasseter currently focuses on public speaking and specializes in various aspects of Southwestern history.

Light, Virginia Substitute Instructor CC
Education: Bachelor of Science, Elementary Education, University of Arizona; Master of Arts, Reading, East Tennessee State University
Experience: Ms Light has over thirty years of experience as a teacher in K-12. She specializes in reading and has tutored for more than one year. She has a Provisional Adult Education Certificate.

Lowrie, Keith Special Project Manager EC
Education: Bachelor of Science, Pharmacy, University of Arizona
Experience: Mr. Lowrie has been a registered pharmacist since 1988 and is currently working as a Walgreens Pharmacy Manager. He also was responsible for the pharmacy technician training program for Walgreens.

Mahoney, Kelly Tutor NW
Education: Coursework, General Studies, Prescott College
Experience: Ms. Mahoney tutored for the Alternative Writing Center at the Pima Community College Downtown Campus from September 2001 through May 2005.

McLeod, Kim L. Student Services Specialist CC
Education: Bachelor of Science, Psychology, University of Arizona
Experience: Ms. McLeod has fourteen years of experience as an educational case manager for youth and young adults which includes experience in all facets of secure test administration.

Mericle, Patricia  
Tutor  
WC
Education: Associate of Liberal Arts, Pima Community College; Coursework, English, University of Arizona
Experience: Ms. Mericle has experience volunteering as a writing tutor at the Pima Community College West Campus Learning Center.

Morales, Esperanza  
Support Assistant  
CC
Education: High School Diploma
Experience: Ms. Morales has experience as a manager in a dental office and more than four years of experience providing customer service. She also has experience in record keeping, payroll and data entry.

Negri, Monica  
Noncredit Instructor  
CC
Education: Bachelor of Arts, Recreation Administration, California Polytechnic State University
Experience: Ms. Negri has been a cooking school instructor and kitchen manager for four years. She owned and operated a catering business for five years. Ms. Negri has worked in the fashion merchandising business as an associate and buyer with Saks 5th Avenue, Neiman Marcus, Macy's and Nordstrom. She owned and operated an exclusive boutique in Palo Alto, California for six years.

Ortega, Guadalupe S.  
Student Services Specialist  
DV
Education: Bachelor of Arts, Sociology, University of Arizona
Experience: Ms. Ortega has worked with the Federal Public Defender, District of Arizona, B.A.S.I.C, and Pima Community College providing customer service and fulfillment of client needs.

Page, Bethany  
Sign Language Interpreter  
WC
Education: Coursework, Special Education and Rehabilitation, University of Arizona
Experience: Ms. Page has extensive experience working with Deaf Studies and Educational Interpreting. Her State of Arizona Licensure is pending. She has passed her written NIC and she has completed two Practicum with COPD and with TUSD.

Parker, W. Grant  
Noncredit Instructor  
CC
Education: Coursework, General Mechanics, Virginia Western Community College
Experience: Mr. Parker is a Certified Manager of Community Associations. He manages all amenities and services for multiple associations. Mr. Parker has also served as Vice President of Community Operations for community associations as they were being established in custom home developments.

Peralta, Juan  
Tutor II  
DV
Education: Coursework, Communications, Pima Community College
Experience: Mr. Peralta has benefited from the TRiO program and now wishes to help students in TRiO programs achieve success in education. During high school, he

(Continued)
was the President of “Youth Alive,” a student organization which helps students deal with difficulties during their high school experience. Currently, he volunteers as a mentor for Apollo Middle School.

Robb, Gregory Tom  
Tutor II  
EC  
Education: Coursework, General Studies, Pima Community College  
Experience: Mr. Robb has past customer service experience and excellent writing skills.

Rodriguez, Christopher  
Student Services Specialist  
CC  
Education: Bachelor of Science, Education; Master of Science, Counseling, Northern Arizona University  
Experience: Mr. Rodriguez has four years of teaching experience and two years of counseling experience.

Royer, Mindy  
Support Assistant  
NW  
Education: Coursework, Business Management, Cochise Community College  
Experience: Ms. Royer has worked in retail and in private business doing secretarial and clerical work.

Sanders-Silverman, Brooke  
Program Coordinator  
CC  
Education: Bachelor of Arts, Education, Evergreen State College  
Experience: Ms. Sanders-Silverman has four years of experience developing, planning and implementing children's programs. She has worked with pre-school, school age and teenage programs. Ms. Sanders-Silverman’s experience with children’s programming includes hiring and supervising teachers, planning community outreach events, promotions and budgeting.

Saunders, Jared  
Assistant Track and Field Coach  
WC  
Education: Associate of Arts, General Studies, Paradise Valley Community College  
Experience: Mr. Saunders was a volunteer assistant track and field coach for one season at Pima Community College. He is an NJCAA All-American in shot put. Mr. Saunders currently works in shipping and receiving for Apple, Inc.

Shull, Ernest  
Instructor  
DV  
Education: High School Diploma  
Experience: Mr. Shull has over forty-five years of experience in the trucking industry.

Thomas, James  
Tutor  
WC  
Education: Coursework, Accounting, National Technical Institute for the Deaf at Rochester Institute of Technology  
Experience: Mr. Thomas has had eleven years of experience teaching American Sign Language in Florida, eight years at the Deaf and Hard of Hearing Service Center in Daytona Beach, and three years at a school in Broward County. He has also worked as a substitute teacher at the Florida School for the Deaf and Blind. He worked at Pima Community College TDTP in 2003.

(Continued)
Walker, Edie  Support Specialist  DO

Education: Coursework, Medical Technology, Northern Arizona University; Certification, Sales and Customer Service, Dale Carnegie and Associates, Inc.

Experience: Ms. Walker was elected to two terms on the Teton County School Board. Sixteen years of experience as an entrepreneur and business owner include working with Microsoft Office Suite, Adobe Photoshop CS2, advertising layout and design, digital photography, large format cameras, and marketing and advertising.

Contact Person:

Dr. Raul Ramirez, Vice Chancellor for Human Resources (206-4562)
TO: Board of Governors
FROM: Chancellor
SUBJECT: Administrator Appointments

DATE: 2/19/08
ITEM NO: 15.4

Background:

This is a placeholder in the event administrative searches come to closure and the Chancellor has recommendations for the Board.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors                          DATE: 2/19/08
FROM: Chancellor                               TEM NO: 15.5
SUBJECT: Faculty Regular Appointments 2008/2009 Fiscal Year

Recommendation:

The Chancellor recommends that the Board of Governors approve the following faculty regular appointments for the 2008/2009 Fiscal Year. Furthermore, the Chancellor recommends that the Board authorize the Chancellor, or designee, to sign the employment contracts for faculty personnel on behalf of the College District.

Background:

As stated in the 2007/2008 Faculty Personnel Policy Statement, “a faculty member shall be offered a new contract for the ensuing academic or fiscal year unless s/he received notice otherwise on or before March 1.”

Instructional and Educational Support Faculty have been evaluated through student feedback. This part of the program will be followed by an annual performance evaluation conducted by supervising deans. The ongoing feedback and evaluation process is designed to strengthen instruction and educational support services at Pima Community College. The evaluation emphasizes responsiveness to student needs, support of successful instructional, counseling and library methods, and provides guidance toward continual improvement in teaching and other faculty work.

The Instructional and Educational Support Faculty listed on the attached pages are current full-time regular faculty and are recommended for regular appointment for the 2008/2009 Fiscal Year. The contract, when issued, will stipulate appropriate terms and conditions, including but not limited to, salary, days of accountability and designation of instructional or educational support faculty status.

Contact Person:

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

[Signature]  
Dr. Roy Flores, Chancellor
<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
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<tbody>
<tr>
<td>Adamson, Alice L</td>
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<tr>
<td>Aguilar, Darla J</td>
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<td>Alter, Cecilia Lou</td>
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<td>Alvine, Ceanne</td>
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Zsitvay PhD, Tamás
Zurita, Teresiana
Recommendation:

The Chancellor recommends that the Governing Board approve full-pay sabbaticals for fall semester 2008 and spring semester 2009, for Instructional Faculty: Emily Andujo, Jody Lee Duek, Ronald J. Evans, Meg Files, Marty Frailey, Julia Gousseva, Jennifer Katcher, Colleen Kelley, Christina McNearney, Julie Tarr and David Williamson. One half-pay sabbatical for spring semester 2009, is recommended for Instructional Faculty Colleen Kelley.

Background:

The Faculty Professional Development Working Group has recommended the faculty members listed herein for full-pay and half-pay sabbaticals for the fall 2008 semester and spring 2009 semester. The faculty members' sabbatical plans are summarized. This recommendation is the result of a structured process followed in accordance with the guidelines established in the Faculty Personnel Policy Statement.

The cost of these sabbaticals is $515,976.00, based on sabbatical salary with benefits, adjunct salary with benefits of $134,397.00 to backfill faculty during their leave.

Sabbatical Recommendations for 2008-2009

Emily Andujo
Fall 2008 Semester, Full-Pay Sabbatical
Dental Hygiene Instructional Faculty, West Campus

Emily Andujo, Dental Hygiene Faculty at West Campus, states that the purpose of her sabbatical is to provide dental hygiene students with the knowledge and advanced dental training for an alternative career path in dental hygiene as required by the Arizona State Affiliated Practice-Dental Hygienist Resolution. The advanced training will benefit students by preparing them with the occupational skills that they will need to practice effectively in an alternative dental practice setting.

The objectives of her sabbatical are: (1) acquire the knowledge and advanced dental training as defined by the Arizona State Affiliated Practice by taking continuing education coursework, interviewing a practicing Affiliated Practice Dental Hygienist, visiting a Family-Centered Care Health facility to observe an Affiliated Practice Dental Hygienist in a work setting, and research alternative health care settings within the state of Arizona where an Affiliated Practice Dental Hygienist might be employed; (2) design an Affiliated Practice learning module for first- and second-year dental hygiene students in courses DHE 196 and DHE 296; and (3) research

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alternative educational delivery methods in dental education that utilize technology for didactic and clinical training, by visiting facilities that are currently using virtual simulator technology, undertaking additional training in classroom technology and online course delivery, and researching the use of video conferencing technology and computer software for dental patient recordkeeping purposes.

JodyLee Duek  
Fall 2008 Semester, Full-pay Sabbatical  
Biology Instructional Faculty, Desert Vista Campus

JodyLee Duek, Biology Faculty at Desert Vista Campus, states that the purpose of her sabbatical is to coordinate the educational events at the next Slow Food International gathering at Terra Madre, Italy, in 2008. Slow Food International is an 80,000-plus member international organization dedicated to issues of human health and global food sustainability, focusing on what people eat and where it originates.

The objectives of her sabbatical are: (1) collect educational materials and best practices related to food production, preparation, distribution, sustainability, and safety, as well as nutrition and health, before, during, and after the Terra Madre event, from educators around the world, and incorporate them into a cross-referenced database; (2) design, schedule, and organize a set of educational events including symposia, roundtable discussions, and poster sessions to be held during the four days of Terra Madre 2008; (3) contact educators from K-12 schools, colleges, and universities worldwide, inviting them to participate in the Educators’ Forum to be held at Terra Madre 2008; (4) coordinate all educational events during the four days of Terra Madre 2008; and (5) organize the educational materials presented during Terra Madre, add them to the already-created database, and write a report to be given to Slow Food International and to Slow Food USA, based on the feedback obtained from participants during Terra Madre 2008.

Ronald Evans  
Spring 2009 Semester, Full-pay Sabbatical  
Computer Information Systems Instructional Faculty, West Campus

Ronald Evans, Computer Information Systems Faculty at West Campus, states that the purpose of his sabbatical is to jumpstart a course of study in Information Technology (IT) Security at Pima Community College, using a blend of traditional, hybrid, and online techniques. The field of IT Security is one of the fastest-growing areas in computers, and while other community colleges in Arizona offer associate degrees in IT Security, Pima Community College lacks such a degree.

The objectives of his sabbatical are: (1) create a Security Option within the Networking Associate Degree such that students may obtain an AAS in Computer and Networking Security; (2) develop the online WebCT content for a hybrid course in Network Security; (3) develop the laboratory portion (15 labs) for the course in Objective 2 to include the installation of computer equipment already purchased under a Carl Perkins Grant in the advanced computer lab; and (4) expand upon his own knowledge of IT Security by studying for and taking the nationally accredited Security+ Examination.
Meg Files  
Spring 2009 Semester, Full-pay Sabbatical  
Writing Instructional Faculty, West Campus

Meg Files, Writing Faculty at West Campus, states that the purpose of her sabbatical is to create a Creative Writing Center on the West Campus, and to plan a low-residency Associate of Fine Arts Creative Writing program. The Creative Writing center will serve students and the Tucson community, while the low-residency Associates of Fine Arts Creative writing degree will attract students to Pima Community College from across the state, from across the country, and from around the world.

The objectives of her sabbatical are: (1) create a Creative Writing Center by researching creative writing centers at other colleges and universities, writing a plan for the creation of the creative writing center on the West Campus, selecting, configuring, and furnishing a suitable space, and acquiring professional publications and other resources for writers; (2) plan a low-residency Associate of Fine Arts Creative Writing program, including researching current low-residency writing programs and interviewing people associated with them, designing the curriculum for the new degree, bringing the proposed curriculum to the Writing CDAC and the Curriculum Committee, and planning the dates, schedule, faculty, and marketing for the new program.

Marty Frailey  
Spring 2009 Semester, Full-pay Sabbatical  
Reading Instructional Faculty, Downtown Campus

Marty Frailey, Reading Faculty at Downtown Campus, states that the purpose of her sabbatical is to develop her computer skills, enhance her own reading instruction and provide opportunities for improved delivery of developmental reading instruction across Pima College through the creation of a REA 071/081 web site.

The objectives of her sabbatical are: (1) complete three credits of computer software classes to develop her computer skills; (2) collect a variety of reading materials, and innovative teaching strategies to use with students in REA 071 and REA 081 by connecting with a variety of Developmental Reading Instructors locally and nationally through conference attendance, site visits, and contact by e-mail and telephone; (3) organize, evaluate, and edit documents collected from other reading instructors, adapting them to Pima Community College's REA 071 and 081 courses, creating new documents as needed and organizing all documents for incorporation into a web site; and (4) set up a REA 071/081 component to her web site, create a flow chart, upload files, and create appropriate links.

Julia Gousseva  
Fall 2008 Semester, Full-Pay Sabbatical  
Writing Instructional Faculty, East Campus

Julia Gousseva, Writing Faculty at East Campus, states that the purpose of her sabbatical is to develop skills to make her online and hybrid courses more effective, and to finish writing her book with the working title, Crossing the Bering Strait: A Life in Two Cultures.
The objectives of her sabbatical are: (1) take online classes from three different schools in order to learn about the best practices in online education by comparing and contrasting different approaches to online writing instruction while improving her own writing and critiquing skills in different genres; (2) take two Reading Fiction workshops offered by Gotham Writers' Workshop to study the craft of fiction in order to deepen her understanding of various writing elements used in short stories, novels, and novellas, and apply her knowledge to WRT 102 classes she teaches, both face-to-face and (especially) hybrid classes; (3) to complete a draft of her book with the working title, *Crossing the Bering Strait: A Life in Two Cultures*, through taking a fifteen-week online Advanced Memoir and Nonfiction Book Writers' Workshop through Writer's Digest Online Workshops.

Jennifer Katcher  
Fall 2008 Semester, Full-pay Sabbatical  
Biology Instructional Faculty, Northwest Campus

Jennifer Katcher, Biology Faculty at Northwest Campus, states that the purpose of her sabbatical is to promote an understanding of Darwin and his theory of evolution via natural selection through coursework, development of new instructional materials, presentations, and laboratory activities, and creation of a public presentation about the significance of the Galapagos Islands.

The objectives of her sabbatical are: (1) complete two classes related to Evolutionary Biology; (2) develop instructional materials incorporating her original evolution-related research and existing scientific data, including two new laboratory activities, three new PowerPoint presentations, updates and revisions of three existing PowerPoint presentations, creation of new pre-assessment and post-assessment tools, and posting of new and updated materials on her website; (3) create a public presentation about the Galapagos Islands and their significance in our understanding of biology, incorporating photos from her trip to the Galapagos Islands; and (4) create two new PowerPoint presentations and one new laboratory activity relating modern pharmaceuticals to the plants from which they originate.

Colleen Kelley  
Fall 2008 Semester, Full-pay Sabbatical  
Chemistry Instructional Faculty, West Campus

Colleen Kelley, Chemistry Faculty at West Campus, states that the purpose of her sabbatical is to complete Chapters 8-11 of the *Visualizing Chemistry* textbook that she is currently writing and to develop an integrative chemistry laboratory curriculum for grades K-5.

The objectives of her sabbatical are: (1) complete drafts of Chapters 8-11 of *Visualizing Chemistry*; and (2) develop K-5 integrative chemistry laboratory curriculum by assisting in the instruction of K-2 laboratory science classes and developing one integrative laboratory unit, including preparation of materials, mentoring teachers about the curriculum, and piloting the curriculum.

Colleen Kelley  
Spring 2009 Semester, Half-pay Sabbatical  
Chemistry Instructional Faculty, West Campus

(Continued)
Colleen Kelley, Chemistry Faculty at West Campus, states that the purpose of her sabbatical is to complete Chapters 12-15 of the Visualizing Chemistry textbook that she is currently writing and to continue to develop and implement integrative chemistry laboratory curriculum for grades K-5.

The objectives of her sabbatical are: (1) complete drafts of Chapters 12-15 of Visualizing Chemistry; and (2) develop K-5 integrative chemistry laboratory curriculum by assisting in the instruction of K-2 laboratory science classes and developing one integrative laboratory unit, including preparation of materials, mentoring teachers about the curriculum, and piloting the curriculum.

Christina McNearney
Fall 2008 Semester, Full-pay Sabbatical
Visual Arts Instructional Faculty, West Campus

Christina McNearney, Visual Arts Faculty at West Campus, states that the purpose of her sabbatical is to create 6-7 original works on paper for an exhibition at the PCC Center for the Arts, Louis Carlos Bernal Gallery, documenting the origins and meanings of the images used in all stages of her creative process, and to write an annotated bibliography about creativity and motivation in order to pull together resources that will help students access their own creativity.

The objectives of her sabbatical are: (1) create 6-7 complete works of art on paper that are collaged, and/or montaged images for the PCC Louis Carlos Bernal Gallery, using a variety of printmaking methods and documenting the methods of image making used, the sources of her images, and the sources of the ideas that generate the artwork; (2) write an annotated bibliography about the sources of creativity that includes a wide variety of resources and make the bibliography available to instructors and students in Visual Arts.

Julie Tarr
Spring 2009 Semester, Full-pay Sabbatical
Mathematics Instructional Faculty, Downtown Campus

Julie Tarr, Mathematics Faculty at Downtown Campus, states that the purpose of her sabbatical is to develop her expertise in the areas of educational technology and instructional design so that she can be an informational resource for other faculty at the College.

The objectives of her sabbatical are: (1) to take coursework in order to increase her knowledge-base of authoring tools and of web-based resources for educators; (2) develop expertise in the area of instructional design, especially with regard to the interface between instructional design and educational technology through appropriate coursework; and (3) expand her hands-on experience through an internship with the instructional design team at the Community Campus.

David Williamson
Fall 2008 Semester, Full-pay Sabbatical
Mathematics Instructional Faculty, Downtown Campus

David Williamson, Mathematics Faculty at Downtown Campus, states that the purpose of his sabbatical is to produce a free animated graphing calculator manual for all College Algebra and
Intermediate Algebra students at Pima Community College. The manual will be very detailed and easy to use and will be specifically tailored for the college algebra courses. The availability of the manual will help Algebra instructors spend more time on teaching mathematics rather than teaching students how to use a graphing calculator and will help students succeed in College Algebra classes.

The objectives of his sabbatical are: (1) take a self-paced Camtasia Studio course to learn how to use the screen capture program Camtasia Studio 4; (2) read the book Camtasia Studio 4 The Definitive Guide, by Daniel Park as a second resource to learn how to use the screen capture program Camtasia Studio 4; (3) produce a minimum of 81 instructional videos for an animated graphing calculator manual for the TI-83 and TI-84 calculator; (4) test and edit the animated graphing calculator manual, and distribute the manual to all Math department heads district-wide, so that it can be made available to all College Algebra instructors and students as well as Intermediate Algebra students.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors  DATE: 2/19/08
FROM: Chancellor  ITEM NO: 15.7
SUBJECT: Staff Nursing Instructor Salaries

Recommendation:

The Chancellor recommends that the Board authorize an increase in salary for exempt staff Nursing Instructors and the Nursing Advanced Program Coordinator employed at the Center for Training and Development, Workforce and Business Development, Community Campus.

Background:

Due to recruitment issues, in September, 2007 the Board of Governors approved increases in the salary schedule for Nursing Faculty. Similar recruitment issues exist for the exempt staff Nursing Instructor and Nursing Advanced Program Coordinator positions in the Center for Training and Development, Workforce and Business Development, Community Campus program. A review of compliance requirements for the Arizona State Board of Nursing (ASBN) rules* revealed a need to address Nursing Instructors and the Advanced Program Coordinator salaries. Currently we offer starting salaries (Nursing Instructor: $46,643 - C41 Step 8; Nursing Advanced Program Coordinator: $52,879 - C42 Step 8) and we still experience great difficulty attracting qualified applicants.

The Chancellor recommends that the Nursing salary schedule be increased by an equivalent percentage applied to the faculty schedule (30.9%) on an annualized basis, effective (retroactively) January 1, 2008, establishing initial salary offers at $61,082 for Nursing Instructors and $69,219 for the Nursing Advanced Program Coordinator. The recommended salary adjustments will maintain parity for College programs, support quality recruitment efforts, and ensure College compliance with ASBN rules for the Licensed Practical Nursing program.

* R4-19-201.C. -“A nursing program shall be an integral part of the parent institution and shall have equivalent status with other academic units of the parent institution.”
* R4-19-204.A. -“A nursing program shall implement personnel policies for didactic and clinical nursing faculty members that conform to those for other faculty members of the parent institution or provide written explanation of differences.”

Contact Person:

Dr. Raul Ramirez, Vice Chancellor for Human Resources (206-4562)
TO: Board of Governors  DATE: 2/19/08
FROM: Chancellor  ITEM NO: 15.8

Recommendation:
Per Board Policy 3106, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following occupational program: Avionics – Certificate for Direct Employment.

Background:
This Desert Vista Campus proposed occupational degree is designed to train students in Avionics (aviation electronics), focusing on the application of electronics to aviation to troubleshoot, maintain, and install systems connected to navigation, communication and other critical electrical and ancillary systems for aircrafts. Students who complete this certificate may continue to complete the proposed Avionics Technician Certificate, and/or the Aviation Technology AAS with a proposed new concentration in Avionics.

Graduates of this and the other proposed Avionics programs will meet industry requirements to be employed as Avionics Apprentices, Avionics Technicians, and for recertifying Avionics Installers for airlines, airports, electronics manufacturers and government agencies. It is projected that in Pima County, jobs for Aerospace operations technicians, avionics technicians, and aircraft mechanics and service technicians will grow 15.6-25.8% by 2013.

The student base is anticipated to come from continuing Airframe and Power Plant program students, currently licensed mechanics looking for additional training and local high school graduates. The estimated enrollment (FTSE) is projected to be 33.3 (for the three proposed certificates and concentration in the Aviation Technology AAS) by the end of 2009-2010.

This program supports the 2006-2008 College Plan Initiative 1, Strategy 1.9, which states: Increase the completion rate of degrees and certificates and strengthen transfer articulation and baccalaureate opportunities for students. It also supports Strategy 2.2, which states: Continue to expand and enhance collaboration with the business and corporate communities.

Financial Considerations:
The development of this program is part of the Desert Vista Campus Department of Education Title V Grant that includes funding for curriculum development, staff, supplies, and materials, but does not include instructor funds. While full-time faculty receive training to transition to Avionics-concentrated instruction using Pima Community College Professional Development funds, the program proposes to use adjunct faculty.

(Continued)
Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor

Recommendation:

Per Board Policy 3106, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following occupational program: Avionics Technician – Certificate for Direct Employment.

Background:

This Desert Vista Campus proposed occupational degree is designed to train students in Avionics (aviation electronics), focusing on the application of electronics to aviation to troubleshoot, maintain, and install systems connected to navigation, communication and other critical electrical and ancillary systems for aircrafts. Students who complete this certificate may continue to complete the proposed Aviation Technology AAS with a proposed new concentration in Avionics.

Graduates of this and the other proposed Avionics programs will meet industry requirements to be employed as Avionics Apprentices, Avionics Technicians, and for re-certifying Avionics Installers for airlines, airports, electronics manufacturers and government agencies. It is projected that in Pima County, jobs for Aerospace operations technicians, avionics technicians, and aircraft mechanics and service technicians will grow 15.6-25.8% by 2013.

The student base is anticipated to come from continuing Airframe and Power Plant program students, currently licensed mechanics looking for additional training and local high school graduates. The estimated enrollment (FTSE) is projected to be 33.3 (for the three proposed certificates and concentration in the Aviation Technology AAS) by the end of 2009-2010.

This program supports the 2006-2008 College Plan Initiative 1, Strategy 1.9, which states: Increase the completion rate of degrees and certificates and strengthen transfer articulation and baccalaureate opportunities for students. It also supports Strategy 2.2, which states: Continue to expand and enhance collaboration with the business and corporate communities.

Financial Considerations:

The development of this program is part of the Desert Vista Campus Department of Education Title V Grant that includes funding for curriculum development, staff, supplies, and materials, but does not include instructor funds. While full-time faculty receive training to transition to Avionics-concentrated instruction using Pima Community College Professional Development funds, the program proposes to use adjunct faculty.
Curriculum Recommendation New Occupational Program:
Avionics Technician Certificate for Direct Employment

Contact Person:

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

[Signature]

Dr. Roy Flores, Chancellor
Recommendation:

Per Board Policy 3106, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following occupational program: Avionics Recurrent Training Certificate for Direct Employment.

Background:

This Desert Vista Campus proposed occupational certificate is designed to provide preparation for the National Center for Aircraft Technician Training - Aircraft Electronics Technician (NCATT-AET) basic certification test and the Federal Communications Commission (FCC) license examination. Students who complete this certificate may continue to complete the proposed Aviation Technology AAS with a proposed new concentration in Avionics.

Graduates of this and the other proposed Avionics programs will meet industry requirements to be employed as Avionics Apprentices, Avionics Technicians, and for re-certifying Avionics Installers for airlines, airports, electronics manufacturers and government agencies. It is projected that in Pima County, jobs for Aerospace operations technicians, avionics technicians, and aircraft mechanics and service technicians will grow 15.6-25.8% by 2013.

The student base is anticipated to come from currently licensed mechanics looking for additional training. The estimated enrollment (FTSE) is projected to be 33.3 (for the three proposed certificates and concentration in the Aviation Technology AAS) by the end of 2009-2010.

This program supports the 2006-2008 College Plan Initiative 1, Strategy 1.9, which states: Increase the completion rate of degrees and certificates and strengthen transfer articulation and baccalaureate opportunities for students. It also supports Strategy 2.2, which states: Continue to expand and enhance collaboration with the business and corporate communities.

Financial Considerations:

The development of this program is part of the Desert Vista Campus Department of Education Title V Grant that includes funding for curriculum development, staff, supplies, and materials, but does not include instructor funds. While full-time faculty receive training to transition to Avionics-concentrated instruction using Pima Community College Professional Development funds, the program proposes to use adjunct faculty.
Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors          DATE: 2/19/08
FROM: Chancellor                   ITEM NO: 15.11
SUBJECT: Curriculum Recommendation – New Occupational Program:
         Customer Service Management Certificate for Direct Employment

Recommendation:

Per Board Policy 3106, Curriculum Development, the Chancellor recommends that the Board of
Governors approve the following occupational program: Customer Service Management –
Certificate for Direct Employment.

Background:

This Downtown Campus proposed occupational certificate is designed to provide options for
students interested in a career in customer service and provides the educational potential to
become a supervisor or manager of customer service. Coursework focuses on soft skills such as
Human Relations, Customer Service, and Communications; as well as applied academic skills
with courses including Computer Literacy and Professional Communication, according to
community focus group and advisory board recommendations.

It is projected that in Pima County, jobs in the field including Customer Service Representative,
Client Services Representative, Member Services Representative, Account Manager, Account
Service Representative, Call Center Representative, etc., will grow 15.6-25.8% by 2013.

The student base is anticipated to come from business and retail workers seeking entry-level
positions in Customer Service Management. Estimated enrollment (FTSE) is projected to be 35
by the end of 2008-2009.

This program supports the 2006-2008 College Plan 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, it will be funded through Innovative
funds for 0.6 adjunct faculty and 0.5 support staff FTE beginning with the 2008-2009 fiscal year.

Contact Person:

Dr. Suzanne L. Miles, Provost and Executive Vice Chancellor (206-4999)
TO: Board of Governors  DATE: 2/19/08
FROM: Chancellor  ITEM NO: 15.12
SUBJECT: Curriculum Recommendation – New Occupational Program:
Integrated Circuit Layout Design – Certificate for Direct Employment

Recommendation:

Per Board Policy 3106, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following occupational program: Integrated Circuit Layout Design – Certificate for Direct Employment.

Background:

This occupational certificate, proposed by the Downtown Campus, leads to the development of skills leading to employment in firms that design and manufacture the subminiature electronic circuits that are at the nucleus of all electronic and computerized equipment. Graduates of this program may also be employed as electronic circuit board designers and layout specialists. All courses in the certificate apply toward the proposed new concentration in the Computer Aided Drafting AAS.

It is projected that in Pima County, jobs for electronic engineers and electronic drafters will grow 6% and 13.2%, respectively, by 2011.

One course per semester will be taught at an off-campus location, in partnership with Texas Instruments, and will be limited to 12 students per class. Enrollment (FTSE), limited by scheduling and facility, is projected to be 3.2 by the end of 2008-2009. (This is a combined enrollment for the proposed certificate and concentration in Computer Aided Drafting AAS.)

This program supports the 2006-2008 College Plan Initiative 1, Strategy 1.9, which states: Increase the completion rate of degrees and certificates and strengthen transfer articulation and baccalaureate opportunities for students. It also supports 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, it will be funded through Proposition 301 and Innovative funds for 0.34 adjunct faculty FTE beginning with the 2008-2009 fiscal year.

Contact Person:
Dr. Suzanne L. Miles, Provost and Executive Vice Chancellor (206-4999)
TO: Board of Governors

FROM: Chancellor

DATE: 2/19/08

ITEM NO: 15.13

SUBJECT: Curriculum Recommendation – New Concentration: Avionics Technician Concentration in the Aviation Technology Associate of Applied Science (AAS)

Recommendation:

Per Board Policy 3106, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following concentration in the Aviation Technology AAS degree: Avionics Technician.

Background:

This Desert Vista Campus proposed Avionics Technician concentration in the Aviation Technology AAS degree is designed to train degree-seeking students in Avionics (aviation electronics), focusing on the application of electronics to aviation to troubleshoot, maintain, and install systems connected to navigation, communication and other critical electrical and ancillary systems for aircrafts. All courses in the concentration are contained in the proposed Avionics and Avionics Technician certificate programs.

Graduates of this and the other proposed Avionics programs will meet industry requirements to be employed as Avionics Apprentices, Avionics Technicians, and for re-certifying Avionics Installers for airlines, airports, electronics manufacturers and government agencies. It is projected that in Pima County, jobs for Aerospace operations technicians, avionics technicians, and aircraft mechanics and service technicians will grow 15.6-25.8% by 2013.

The student base is anticipated to come from graduates of the proposed Avionics certificates, continuing Airframe and Power Plant program students, currently licensed mechanics looking for additional training and local high school graduates. The estimated enrollment (FTSE) is projected to be 33.3 (for the three proposed certificates and concentration in the Aviation Technology AAS) by the end of 2009-2010.

This program supports the 2006-2008 College Plan Initiative 1, Strategy 1.9, which states: Increase the completion rate of degrees and certificates and strengthen transfer articulation and baccalaureate opportunities for students. It also supports Strategy 2.2, which states: Continue to expand and enhance collaboration with the business and corporate communities.

Financial Considerations:

The development of this program is part of the Desert Vista Campus Department of Education Title V Grant that includes funding for curriculum development, staff, supplies, and materials, but does not include instructor funds. While full-time faculty receive training to transition to

(Continued)
Avionics-concentrated instruction using Pima Community College Professional Development funds, the program proposes to use adjunct faculty.

Contact Person:

Dr. Suzanne L. Miles, Provost and Executive Vice Chancellor (206-4999)
TO: Board of Governors
FROM: Chancellor
DATE: 2/19/08
ITEM NO: 15.14


Recommendation:

Per Board Policy 3106, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following concentration in the Computer Aided Drafting AAS degree: Integrated Circuit Layout Design.

Background:

The proposed Integrated Circuit Layout Design concentration in the Computer Aided Drafting AAS degree leads to the development of skills leading to employment in firms that design and manufacture the subminiature electronic circuits that are at the nucleus of all electronic and computerized equipment. Graduates of this program may also be employed as electronic circuit board designers and layout specialists. All courses in the concentration are contained in the proposed Integrated Circuit Layout Design certificate.

It is projected that in Pima County, jobs for electronic engineers and electronic drafters will grow 6% and 13.2%, respectively, by 2011.

One course per semester will be taught at an off-campus location, in partnership with Texas Instruments, and will be limited to 12 students per class. Enrollment (FTSE), limited by scheduling and facility, is projected to be 3.2 by the end of 2008-2009. (This is a combined enrollment for the proposed certificate and concentration in Computer Aided Drafting AAS.)

This program supports the 2006-2008 College Plan Initiative 1, Strategy 1.9, which states: Increase the completion rate of degrees and certificates and strengthen transfer articulation and baccalaureate opportunities for students. It also supports 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, it will be funded through Proposition 301 and Innovative funds for 0.34 adjunct faculty FTE beginning with the 2008-2009 fiscal year.

Contact Person:
Dr. Suzanne L. Miles, Provost and Executive Vice Chancellor (206-4999)
TO:       Board of Governors        DATE:     2/19/08
FROM:    Chancellor                ITEM NO:   15.15
SUBJECT: Curriculum Recommendations – Center for Training & Development
         Program Inactivation: Cardiopulmonary Resuscitation (CPR) Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors
approve the inactivation of the following Center for Training and Development program:
Cardiopulmonary Resuscitation (CPR) Certificate.

Background:

This is a request to inactivate the Cardiopulmonary Resuscitation (CPR) Certificate program. In
accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative
request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2002. There is no expected impact to
students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4,
which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the
use of physical assets.”

Financial Considerations:

None.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
DATE: 2/19/08
ITEM NO: 15.16

SUBJECT: Curriculum Recommendations – Center for Training & Development
Program Inactivation: Child Care Assistant Teaching Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Child Care Assistant Teaching Certificate.

Background:

This is a request to inactivate the Child Care Assistant Teaching Certificate. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2002. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO:     Board of Governors
FROM:  Chancellor
ITEM NO: 15.17
DATE:  2/19/08
SUBJECT:  Curriculum Recommendations – Center for Training & Development
          Program Inactivation: First Aid Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: First Aid Certificate.

Background:

This is a request to inactivate the First Aid Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2002. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

Dr. Suzanne L. Miles, Provost and Executive Vice Chancellor (206-4999)
TO: Board of Governors DATE: 2/19/08
FROM: Chancellor ITEM NO: 15.18
SUBJECT: Curriculum Recommendations – Center for Training & Development Program Inactivation: Heart Saver Certificate

Recommendation:
Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Heart Saver Certificate.

Background:
This is a request to inactivate the Heart Saver Certificate program held. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2002. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:
None.

Contact Person:
Dr. Suzanne L. Miles, Provost and Executive Vice Chancellor (206-4999)
TO: Board of Governors
FROM: Chancellor
DATE: 2/19/08
ITEM NO: 15.19
SUBJECT: Curriculum Recommendations – Center for Training & Development
Program Inactivation: Home Health Aide Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Home Health Aide Certificate.

Background:

This is a request to inactivate the Home Health Aide Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2002. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
DATE: 2/19/08
ITEM NO: 15.20
SUBJECT: Curriculum Recommendations – Center for Training & Development
Program Inactivation: Inventory Clerk Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Inventory Clerk Certificate.

Background:

This is a request to inactivate the Inventory Clerk Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2002. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
SUBJECT: Curriculum Recommendations – Center for Training & Development
Program Inactivation: Material Handler Certificate

DATE: 2/19/08
ITEM NO: 15.21

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Material Handler Certificate.

Background:

This is a request to inactivate the Material Handler Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2002. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors  
FROM: Chancellor  
DATE: 2/19/08  
ITEM NO: 15.22  
SUBJECT: Curriculum Recommendations – Center for Training & Development  
Program Inactivation: Offset Duplicating Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Offset Duplicating Certificate.

Background:

This is a request to inactivate the Offset Duplicating Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2002. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

Dr. Suzanne L. Miles, Provost and Executive Vice Chancellor (206-4999)
TO: Board of Governors
FROM: Chancellor
DATE: 2/19/08
ITEM NO: 15.23
SUBJECT: Curriculum Recommendations – Center for Training & Development
Program Inactivation: Pre-Press Technician Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors
approve the inactivation of the following Center for Training and Development program: Pre-
Press Technician Certificate.

Background:

This is a request to inactivate the Pre-Press Technician Certificate program. In accordance with
SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for
inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2002. There is no expected impact to
students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4,
which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the
use of physical assets.”

Financial Considerations:

None.

Contact Person:

Dr. Suzanne L. Miles, Provost and Executive Vice Chancellor (206-4999)
TO: Board of Governors                   DATE: 2/19/08
FROM: Chancellor                     ITEM NO: 15.24
SUBJECT: Curriculum Recommendations – Center for Training & Development
Program Inactivation: Receiving Clerk Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Receiving Clerk Certificate.

Background:

This is a request to inactivate the Receiving Clerk Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2002. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

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

Dr. Roy Flores, Chancellor
Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Shipping Clerk Certificate.

Background:

This is a request to inactivate the Shipping Clerk Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2002. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

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

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Warehousing Clerk Certificate.

Background:

This is a request to inactivate the Warehousing Clerk Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2002. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

Dr. Suzanne L. Miles, Provost and Executive Vice Chancellor (206-4999)
TO: Board of Governors  
FROM: Chancellor  
SUBJECT: Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace ESL Listening Level A Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Workplace ESL Listening Level A Certificate.

Background:

This is a request to inactivate the Workplace ESL Listening Level A Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2000. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

Dr. Suzanne L. Miles, Provost and Executive Vice Chancellor (206-4999)
TO: Board of Governors  DATE: 2/19/08
FROM: Chancellor  ITEM NO: 15.28
SUBJECT: Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace ESL Listening Level B Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Workplace ESL Listening Level B Certificate.

Background:

This is a request to inactivate the Workplace ESL Listening Level B Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2000. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
DATE: 2/19/08
ITEM NO: 15.29

SUBJECT: Curriculum Recommendations – Center for Training & Development
Program Inactivation: Workplace ESL Listening Level C Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Workplace ESL Listening Level C Certificate.

Background:

This is a request to inactivate the Workplace ESL Listening Level C Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2000. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
DATE: 2/19/08
ITEM NO: 15.30

SUBJECT: Curriculum Recommendations – Center for Training & Development
Program Inactivation: Workplace Mathematics Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Workplace Mathematics Certificate.

Background:

This is a request to inactivate the Workplace Mathematics Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2000. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
DATE: 2/19/08
ITEM NO: 15.31
SUBJECT: Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace Math Level A Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Workplace Math Level A Certificate.

Background:

This is a request to inactivate the Workplace Math Level A Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2000. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO:       Board of Governors
FROM:    Chancellor
DATE:    2/19/08
ITEM NO: 15.32
SUBJECT: Curriculum Recommendations – Center for Training & Development
Program Inactivation: Workplace Math Level B Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors
approve the inactivation of the following Center for Training and Development program:
Workplace Math Level B Certificate.

Background:

This is a request to inactivate the Workplace Math Level B Certificate program. In accordance
with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for
inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2000. There is no expected impact to
students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4,
which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the
use of physical assets.”

Financial Considerations:

None.

Contact Person:

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

__________________________
Dr. Roy Flores, Chancellor
Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Workplace Math Level C Certificate.

Background:

This is a request to inactivate the Workplace Math Level C Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2000. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

Dr. Suzanne L. Miles, Provost and Executive Vice Chancellor (206-4999)
TO: Board of Governors

FROM: Chancellor

DATE: 2/19/08

ITEM NO: 15.34

SUBJECT: Curriculum Recommendations – Center for Training & Development
       Program Inactivation: Workplace Math Level D Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Workplace Math Level D Certificate.

Background:

This is a request to inactivate the Workplace Math Level D Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2000. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO:           Board of Governors
FROM:       Chancellor
DATE:       2/19/08
ITEM NO:     15.35

SUBJECT:  Curriculum Recommendations – Center for Training & Development
Program Inactivation: Workplace Reading and Interpreting Literature Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Workplace Reading and Interpreting Literature Certificate.

Background:

This is a request to inactivate the Workplace Reading and Interpreting Literature Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2000. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

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

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Workplace Reading Level A Certificate.

Background:

This is a request to inactivate the Workplace Reading Level A Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2000. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

Dr. Suzanne L. Miles, Provost and Executive Vice Chancellor (206-4999)
TO: Board of Governors  DATE: 2/19/08
FROM: Chancellor  ITEM NO: 15.37
SUBJECT: Curriculum Recommendations – Center for Training & Development
Program Inactivation: Workplace Reading Level B Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Workplace Reading Level B Certificate.

Background:

This is a request to inactivate the Workplace Reading Level B Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2000. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

Dr. Suzanne L. Miles, Provost and Executive Vice Chancellor (206-4999)
TO: Board of Governors                     DATE: 2/19/08
FROM: Chancellor                          ITEM NO: 15.38
SUBJECT: Curriculum Recommendations – Center for Training & Development
         Program Inactivation: Workplace Reading Level C Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors
approve the inactivation of the following Center for Training and Development program:
Workplace Reading Level C Certificate.

Background:

This is a request to inactivate the Workplace Reading Level C Certificate program. In
accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative
request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2000. There is no expected impact to
students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4,
which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the
use of physical assets.”

Financial Considerations:

None.

Contact Person:

Dr. Suzanne L. Miles, Provost and Executive Vice Chancellor (206-4999)
TO: Board of Governors                          DATE: 2/19/08
FROM: Chancellor                                ITEM NO: 15.39
SUBJECT: Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace Reading Level D Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Workplace Reading Level D Certificate.

Background:

This is a request to inactivate the Workplace Reading Level D Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2000. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

Dr. Suzanne L. Miles, Provost and Executive Vice Chancellor (206-4999)
TO: Board of Governors  
FROM: Chancellor  
DATE: 2/19/08  
ITEM NO: 15.40  
SUBJECT: Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace Science Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Workplace Science Certificate.

Background:

This is a request to inactivate the Workplace Science Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2000. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

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

Dr. Roy Flores, Chancellor
To: Board of Governors  
From: Chancellor  
Subject: Curriculum Recommendations – Center for Training & Development  
Program Inactivation: Workplace Social Studies Certificate  
Date: 2/19/08  
Item No: 15.41

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Workplace Social Studies Certificate.

Background:

This is a request to inactivate the Workplace Social Studies Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2000. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

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

[Signature]  
Dr. Roy Flores, Chancellor
TO: Board of Governors                                      DATE: 2/19/08
FROM: Chancellor                                             ITEM NO: 15.42
SUBJECT: Curriculum Recommendations – Center for Training & Development
          Program Inactivation: Workplace Writing Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following Center for Training and Development program: Workplace Writing Certificate.

Background:

This is a request to inactivate the Workplace Writing Certificate program. In accordance with SPG-3105/AB, Inactivation of a Program of Study, this is an administrative request for inactivation based on low module enrollments.

Modules in this certificate have not run since the year 2000. There is no expected impact to students or ongoing Center for Training and Development programs.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors  DATE: 2/19/08
FROM: Chancellor  ITEM NO: 15.43
SUBJECT: Curriculum Recommendations – Workforce Program Inactivation: Advanced Mechanic Services Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following workforce response program: Advanced Mechanic Services Certificate.

Background:

This is a request to inactivate the contractual Workforce-designated Advanced Mechanic Services Certificate program offered by Community Campus. In accordance with SPG-3105/AB, Inactivation of a Program of Study, it is an administrative request for inactivation based on contract expiration and low course enrollments.

The sponsoring contract expired January 14, 2008. There are no identified declared majors for this program.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
ITEM NO: 15.44

Recommendation:
Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following workforce response program: Advanced Product Test Certificate.

Background:
This is a request to inactivate the contractual Workforce-designated Advanced Product Test Certificate program offered by Community Campus. In accordance with SPG-3105/AB, Inactivation of a Program of Study, it is an administrative request for inactivation based on contract expiration and low course enrollments.

The sponsoring contract expired January 14, 2008. There are no identified declared majors for this program.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:
None.

Contact Person:
Dr. Suzanne L. Miles, Provost and Executive Vice Chancellor (206-4999)
TO: Board of Governors          DATE: 2/19/08
FROM: Chancellor               ITEM NO: 15.45
SUBJECT: Curriculum Recommendations – Workforce Program Inactivation: Manufacturing Production Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following workforce response program: Manufacturing Production Certificate.

Background:

This is a request to inactivate the contractual Workforce-designated Manufacturing Production Certificate program offered by Community Campus. In accordance with SPG-3105/AB, Inactivation of a Program of Study, it is an administrative request for inactivation based on contract expiration and low course enrollments.

The sponsoring contract expired January 14, 2008. There are no identified declared majors for this program.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors  
FROM: Chancellor  
SUBJECT: Curriculum Recommendations – Workforce Program Inactivation: Manufacturing Production Technology Associate of Applied Science (AAS)  

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following workforce response program: Manufacturing Production Technology AAS.

Background:

This is a request to inactivate the contractual Workforce-designated Manufacturing Production Technology AAS program offered by Community Campus. In accordance with SPG-3105/AB, Inactivation of a Program of Study, it is an administrative request for inactivation based on contract expiration and low course enrollments.

The sponsoring contract expired January 14, 2008. There are no identified declared majors for this program.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:

None.

Contact Person:

Dr. Suzanne L. Miles, Provost and Executive Vice Chancellor (206-4999)
TO: Board of Governors
FROM: Chancellor
ITEM NO: 15.47
DATE: 2/19/08

Recommendation:
Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the following workforce response program: Process Technician Certificate.

Background:
This is a request to inactivate the contractual Workforce-designated Process Technician Certificate program offered by Community Campus. In accordance with SPG-3105/AB, Inactivation of a Program of Study, it is an administrative request for inactivation based on contract expiration and low course enrollments.

The sponsoring contract expired January 14, 2008. There are no identified declared majors for this program.

This action supports the 2006-2008 Pima Community College Plan, specifically Initiative 4, which states, “Improve processes and operations” and Initiative 5, which states, “Optimize the use of physical assets.”

Financial Considerations:
None.

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

Dr. Roy Flores, Chancellor