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
   Kimlisa Duchicela
   Jack Mertes

7. Report — Chairperson of the Board
   • Authorization of Executive Session on April 9, 2008

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

10. Report — Chancellor


Information Items

12. Separations from Employment

13. Student Aide Hires

14. BP-1302: Signature Authority for Contracts – First Reading

15. BP-2601: Acquisition, Lease, Lease/Purchase and Management of Equipment, Personal Property and Services Board Policy – DELETE First Reading

Action Items

16. Approval of Minutes
   Regular Meeting of February 19, 2008

17. Consent Agenda

   17.1 New Appointments

   17.2 Administrator Appointments

   17.3 Administrator Contracts 2008/2009

   17.4 Adjunct Faculty Appointments

   17.5 Temporary Appointments

   17.6 Summer Work Schedule 2008

   17.7 Intergovernmental Agreement: Pima County Community College District and Arizona K-12 Schools Teacher Preparation Program (TPP): Intern Certification
Action Items (Continued)

17.8 Intergovernmental Agreement: The Arizona Board of Regents for and on behalf of Arizona State University West Professional Development School Program


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

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

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

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

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

Other Action Items

18. Contract: Health Net, Inc. – Employee Medical Benefits

19. Contracts: Employers Dental Services and United Concordia Companies, Inc. – Employee Dental Benefits


21. Tuition Increase
Adjournment

Regular Meeting
April 9, 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 April 9, 2008
8. Report—Secretary of the Board
9. Report—Pima County Representative to the
   Arizona Association of District Governing Boards (A.A.D.G.B.)
10. Report—Chancellor
Recommendation:

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

OPERATIONAL SUMMARY

Pima Community College has started the year as expected, with positive net assets reported through the end of January. As indicated in the Statement of Revenues, Expenses, and Changes in Net Assets, the increase in net assets through month end is approximately $24.3 million. This is higher than the January 2007 net assets increase of $21.3 million, due primarily to increased tuition revenue.

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 82.4 percent of the budget, which is slightly lower than at the same point last year. Services and supplies expenditures and commitments are approximately 69.0 percent of the budget, which is slightly higher than the previous year.

Statement of Net Assets

As shown in The Statement of Net Assets, total net assets at the end of January are $180.1 million, which is an increase of $13.8 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)
### Statement of Net Assets

For the Month Ended January 31, 2008

#### CURRENT FUNDS

<table>
<thead>
<tr>
<th>Assets</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and Cash Equivalents</td>
<td>$67,227,301</td>
<td>$84,118,718</td>
</tr>
<tr>
<td>Short-term Investments</td>
<td>$156,396</td>
<td></td>
</tr>
<tr>
<td>Receivables</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property Taxes</td>
<td>$493,636</td>
<td>$2,906,760</td>
</tr>
<tr>
<td>Short-term Investments</td>
<td>$2,521</td>
<td>$2,348,806</td>
</tr>
<tr>
<td>Government Grants and Contracts</td>
<td>$4,493,802</td>
<td>$3,145,591</td>
</tr>
<tr>
<td>Student Loans (net of allowances)</td>
<td>$17,723</td>
<td>$17,723</td>
</tr>
<tr>
<td>Other</td>
<td>$827,566</td>
<td>$848,654</td>
</tr>
<tr>
<td>Inventories</td>
<td>$50,106</td>
<td>$10,400</td>
</tr>
<tr>
<td>Prepaid Expenses</td>
<td>$256,055</td>
<td>$220,866</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>$73,094,926</td>
<td>$93,151,061</td>
</tr>
</tbody>
</table>

**Noncurrent Assets**

<table>
<thead>
<tr>
<th>Assets</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restricted Cash and Cash Equivalents</td>
<td>$8,518,686</td>
<td>$8,488,926</td>
</tr>
<tr>
<td>Notes Receivable (net of allowances)</td>
<td>$1,876,693</td>
<td>$1,538,230</td>
</tr>
<tr>
<td>Other Long-term Investments</td>
<td>$543,084</td>
<td>$3,806,115</td>
</tr>
<tr>
<td>Capital Assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land</td>
<td>$15,291,311</td>
<td>$15,291,311</td>
</tr>
<tr>
<td>Buildings &amp; Leasehold improvements (net of depreciation)</td>
<td>$115,844,280</td>
<td>$122,401,147</td>
</tr>
<tr>
<td>Construction in Progress</td>
<td>$17,749</td>
<td>$25,831</td>
</tr>
<tr>
<td>Equipment (net of depreciation)</td>
<td>$4,148,999</td>
<td>$5,138,072</td>
</tr>
<tr>
<td>Library Books (net of depreciation)</td>
<td>$1,854,346</td>
<td>$1,720,760</td>
</tr>
<tr>
<td><strong>Total Noncurrent Assets</strong></td>
<td>$2,764,152</td>
<td>$158,410,402</td>
</tr>
</tbody>
</table>

**Total Assets**

<table>
<thead>
<tr>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>$75,859,078</td>
<td>$251,561,463</td>
</tr>
</tbody>
</table>

#### LIABILITIES

<table>
<thead>
<tr>
<th>Liabilities</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current Liabilities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accrued Payroll and Benefits</td>
<td>$1,781,326</td>
<td>$3,744,799</td>
</tr>
<tr>
<td>Accounts Payable and Accrued Liabilities</td>
<td>$288</td>
<td>$586,165</td>
</tr>
<tr>
<td>Deposits Held in Custody</td>
<td>$857,302</td>
<td>$441,328</td>
</tr>
<tr>
<td>Current Portion of Long-term Liabilities</td>
<td>$210,000</td>
<td>$3,381,634</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td>$5,502,531</td>
<td>$15,720,341</td>
</tr>
</tbody>
</table>

**Noncurrent Liabilities**

<table>
<thead>
<tr>
<th>Liabilities</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deferred Revenue</td>
<td>$11,122</td>
<td>$23,062</td>
</tr>
<tr>
<td>Long-term Liabilities</td>
<td>$55,750,000</td>
<td>$71,555,100</td>
</tr>
<tr>
<td><strong>Total Noncurrent Liabilities</strong></td>
<td>$55,750,000</td>
<td>$71,555,100</td>
</tr>
</tbody>
</table>

**Total Liabilities**

<table>
<thead>
<tr>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>$8,695,853</td>
<td>$85,275,441</td>
</tr>
</tbody>
</table>

#### NET ASSETS

<table>
<thead>
<tr>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>$67,163,225</td>
<td>$66,286,022</td>
</tr>
</tbody>
</table>

**Invested in Capital Assets (net of related debt)**

<table>
<thead>
<tr>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>$81,196,685</td>
<td>$76,152,119</td>
</tr>
</tbody>
</table>

**Restricted for:**

- Loans: $1,749,891, $1,589,055
- Debt Service: $8,729,845, $8,859,272
- Grants and Contracts: $388,689, $1,534,990

**Unrestricted**

<table>
<thead>
<tr>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>$67,163,225</td>
<td>$108,269,208</td>
</tr>
</tbody>
</table>
### PIMA COUNTY COMMUNITY COLLEGE DISTRICT

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

For the Month Ended January 31, 2008

<table>
<thead>
<tr>
<th>OPERATING REVENUES</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition and Fees</td>
<td>$34,574,251</td>
<td>$31,285,800</td>
</tr>
<tr>
<td>Federal Grants and Contracts</td>
<td>$14,459,868</td>
<td>$15,598,055</td>
</tr>
<tr>
<td>State and Local Grants and Contracts</td>
<td>$1,153,251</td>
<td>$3,051,224</td>
</tr>
<tr>
<td>Auxiliary Enterprises</td>
<td>$599,860</td>
<td>$824,605</td>
</tr>
<tr>
<td>Commission and Rents</td>
<td>$19,220</td>
<td>$210,624</td>
</tr>
<tr>
<td>Other Operating Revenues</td>
<td>$660,256</td>
<td>$631,665</td>
</tr>
<tr>
<td><strong>Total Operating Revenues</strong></td>
<td><strong>33,760,710</strong></td>
<td><strong>51,842,257</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OPERATING EXPENSES</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>$26,230,316</td>
<td>$29,442,073</td>
</tr>
<tr>
<td>Academic Support</td>
<td>$13,465,659</td>
<td>$14,466,075</td>
</tr>
<tr>
<td>Student Services</td>
<td>$9,766,271</td>
<td>$10,514,533</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>$14,519,518</td>
<td>$15,424,315</td>
</tr>
<tr>
<td>Operation and Maintenance of Plant</td>
<td>$2,255,789</td>
<td>$9,096,991</td>
</tr>
<tr>
<td>Depreciation</td>
<td>$5,346,318</td>
<td>$5,461,599</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>$1,455,364</td>
<td>$16,025,682</td>
</tr>
<tr>
<td>Auxiliary Enterprises</td>
<td>-</td>
<td>$321,161</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td><strong>37,100,261</strong></td>
<td><strong>99,754,597</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NONOPERATING REVENUES (EXPENSES)</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Appropriations</td>
<td>$14,695,125</td>
<td>$14,695,125</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>$41,921,915</td>
<td>$46,092,315</td>
</tr>
<tr>
<td>State Shared Sales Taxes</td>
<td>$1,446,978</td>
<td>$1,443,949</td>
</tr>
<tr>
<td>Gifts</td>
<td>$2,099</td>
<td>$1,880,858</td>
</tr>
<tr>
<td>Investment Income</td>
<td>$1,457,102</td>
<td>$1,837,191</td>
</tr>
<tr>
<td><strong>Net Nonoperating Revenues</strong></td>
<td><strong>58,074,412</strong></td>
<td><strong>65,949,438</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>INCOME BEFORE OTHER REVENUES, EXPENSES, GAINS, OR LOSSES</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>$23,534,591</td>
<td>$18,037,098</td>
</tr>
<tr>
<td>Transfers</td>
<td>$(4,136,733)</td>
<td>0</td>
</tr>
<tr>
<td><strong>Net Income</strong></td>
<td><strong>$19,397,858</strong></td>
<td><strong>$18,037,098</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NET ASSETS</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Assets - Beginning of Year</td>
<td>$47,765,367</td>
<td>$44,960,411</td>
</tr>
<tr>
<td><strong>Net Assets - End of Period</strong></td>
<td><strong>$67,163,225</strong></td>
<td><strong>$166,286,022</strong></td>
</tr>
</tbody>
</table>
## PIMA COUNTY COMMUNITY COLLEGE DISTRICT

### Summary of Expenditures and Encumbrances - General Fund - Budget and Actual

For the Month Ended January 31, 2008

<table>
<thead>
<tr>
<th>EXPENDITURES BY FUNCTION</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ADJUSTED BUDGET</td>
<td>TOTAL COMMITTED AMOUNT</td>
</tr>
<tr>
<td>Educational and General</td>
<td>$48,297,406</td>
<td>$37,401,257</td>
</tr>
<tr>
<td>Instruction</td>
<td>$28,177,729</td>
<td>21,449,494</td>
</tr>
<tr>
<td>Academic Support</td>
<td>$19,249,527</td>
<td>15,974,910</td>
</tr>
<tr>
<td>Student Services</td>
<td>$29,463,475</td>
<td>21,600,636</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>$12,950,698</td>
<td>8,818,549</td>
</tr>
<tr>
<td>Operation and Maintenance of Plant</td>
<td>$1,769,165</td>
<td>1,453,664</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>$4,137,000</td>
<td>4,136,733</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>$3,000,000</td>
<td>-</td>
</tr>
<tr>
<td>Total Expenditures by Function</td>
<td>$146,055,000</td>
<td>$110,836,944</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENDITURES BY ACCOUNT</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ADJUSTED BUDGET</td>
<td>TOTAL COMMITTED AMOUNT</td>
</tr>
<tr>
<td>Personal Services</td>
<td>$6,655,444</td>
<td>$6,655,444</td>
</tr>
<tr>
<td>Administrative Personnel</td>
<td>$22,125,993</td>
<td>20,281,019</td>
</tr>
<tr>
<td>Faculty</td>
<td>$36,352,000</td>
<td>34,671,797</td>
</tr>
<tr>
<td>Classified Staff</td>
<td>$979,150</td>
<td>680,342</td>
</tr>
<tr>
<td>Additional Compensation - Faculty</td>
<td>$5,174,037</td>
<td>4,785,424</td>
</tr>
<tr>
<td>Other Compensation</td>
<td>$13,235,805</td>
<td>8,992,022</td>
</tr>
<tr>
<td>Adjunct Faculty</td>
<td>$314,352</td>
<td>280,479</td>
</tr>
<tr>
<td>Student Employment</td>
<td>$20,772,205</td>
<td>10,634,314</td>
</tr>
<tr>
<td>Fringe Benefits</td>
<td>$105,608,985</td>
<td>86,980,840</td>
</tr>
<tr>
<td>Total Personal Services</td>
<td>$5,779,702</td>
<td>3,232,176</td>
</tr>
<tr>
<td>Communications and Utilities</td>
<td>$2,481,796</td>
<td>1,163,952</td>
</tr>
<tr>
<td>Travel</td>
<td>$9,275,006</td>
<td>8,375,666</td>
</tr>
<tr>
<td>Contractual Services</td>
<td>$6,255,526</td>
<td>5,013,771</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>$1,769,000</td>
<td>1,455,364</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>$2,353,851</td>
<td>2,031,632</td>
</tr>
<tr>
<td>Current Fixed Charges</td>
<td>$27,912,881</td>
<td>19,272,561</td>
</tr>
<tr>
<td>Total Services and Supplies</td>
<td>$477,079</td>
<td>206,306</td>
</tr>
<tr>
<td>Transfers</td>
<td>$4,137,000</td>
<td>4,136,733</td>
</tr>
<tr>
<td>Other Expenditures</td>
<td>$1,075,000</td>
<td>240,503</td>
</tr>
<tr>
<td>Contingency and Reserves</td>
<td>$6,844,055</td>
<td>-</td>
</tr>
<tr>
<td>Total Expenditures by Account</td>
<td>$146,055,000</td>
<td>$110,836,944</td>
</tr>
</tbody>
</table>
TO: Board of Governors
FROM: Chancellor
DATE: 3/12/08
ITEM NO: 12
SUBJECT: Separations from Employment

Recommendation:

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

**Separations from Employment**

**Cherrick, Ruth E.**
Director
Grants Operations
Effective: 1/28/08
Reason: Health Reasons

**Hernandez, Rogelio A.**
Program Coordinator
DV-Talent Search Program
Effective: 1/25/08
Reason: Other Employment

**Vanis, Mary**
Administrator
DV-Campus President
Effective: 2/04/08
Reason: End of Interim Appointment

**Witbeck, Michele L.**
Childcare Specialist
DC-Child Development Center
Effective: 2/20/08
Reason: Other Employment

Contact Person:

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

[Signature]
Dr. Roy Flores, Chancellor
TO: Board of Governors
DATE: 3/12/08

FROM: Chancellor
ITEM NO: 13

SUBJECT: Student Aide Hires

Recommendation:

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

Broadway       Kikshana
Cocio          Janelle
Corona         Jose
Curran         Cassie
Daurte         Maria
Esparragoza    Paulina
Estrada        Eric
Fakhouri       Nadim
Fimbres        Yesenia
Garcia         Cassandra
Gunion         Tabitha
Henderson      Virginia
Inclan         Angelica
Kafka          Yolanda
Martinez       Luis
Montiel        Iram
Quesada Olarte Juan Jose
Ramirez        Norma
Saenz          Elizabeth
Sanchez        Manuel
Stanley        Krystal
Thompson       Elvis

Contact Person:

Dr. Raul Ramirez, Vice Chancellor for Human Resources (206-4562)
TO: Board of Governors
FROM: Chancellor
SUBJECT: BP-1302: Signature Authority for Contracts – First Reading

DATE: 3/12/08
ITEM NO: 14

Recommendation:

This is the first reading of Board Policy 1302 - Contracts. The Chancellor recommends that the Board approve the policy.

Background:

Improving College processes and operations is Initiative 4 of the 2006-2008 College Plan. Part of this process is identifying and deleting redundant policies and reconciling and consolidating conflicting policies. BP-1302 consolidates language from BP-2601.

Implementation and responsibility of this policy resides in the Office of the Chancellor.

Financial Considerations:

There are no financial considerations associated with this proposal.

Contact Person:

Dr. Roy Flores, Chancellor (206-4747)

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

Board Policy Title: Signature Authority for Contracts

Board Policy Number: BP-1302
Adoption Date: 4/14/04
Revision Date(s):
Sponsoring Unit/Department: Board of Governors / Chancellor
Motion Number: 6522
Legal Reference: Arizona Revised Statues 15-1444 B.4
Cross Reference:

The Board of Governors delegates to the Chancellor or designee the responsibility to review and sign, on behalf of the District, all contracts except the following:

- Employment contracts
- Contracts with a total value of more than $100,000
- Intergovernmental agreements
- Contracts with architects and bank depositories
- Acquisition and sale of real property

The Chancellor or his/her designee shall develop all necessary procedures to ensure the financial and operational integrity of District contracts.
TO: Board of Governors

FROM: Chancellor

DATE: 3/12/08

ITEM NO: 15

SUBJECT: BP-2601: Acquisition, Lease, Lease/Purchase and Management of Equipment, Personal Property and Services Board Policy – DELETE
First Reading

Recommendation:

This is the first reading of Board Policy 2601 - Acquisition, Lease, Lease/Purchase and Management of Equipment, Personal Property and Services. The Chancellor recommends that the Board approve deleting the policy.

Background:

Improving College processes and operations is Initiative 4 of the 2006-2008 College Plan. Part of this process is identifying and deleting redundant policies and reconciling and consolidating conflicting policies. BP-2601 is now part of BP-1302.

Implementation and responsibility of this policy resides in the Office of the Chancellor.

Financial Considerations:

There are no financial considerations associated with this proposal.

Contact Person:

Dr. Roy Flores, Chancellor (206-4747)

[Signature]

Dr. Roy Flores, Chancellor
This policy is being removed as redundant. Any non-redundant statements in this policy have been moved to BP-1302.

**Board Policy Title:** Acquisition, Lease, Lease/Purchase and Management of Equipment, Personal Property and Services

**Board Policy Number:** BP-2601

**Adoption Date:** 4/11/90

**Revision Date(s):** 6/14/95

**Sponsoring Unit/Department:** AVC Administrative Services & Facilities

**Motion Number:** 5361

**Legal Reference:**

**Cross Reference:**

The Board of Governors delegates to the Chief Executive, the authority to acquire, lease, lease/purchase and manage equipment, goods and services up to a total contract cost of not to exceed $50,000.00, providing the transactions are within the major object categories of the Board approved budget.

Bids, proposals and quotations for equipment, personal property or services shall be awarded with reasonable promptness by giving notice to the responsible bidder/proposer/quoter whose bid/proposal/quotation conforms to the invitation and will be the most advantageous to the College with respect to price, conformity to the specifications and other factors. However, all bids/proposals/quotations may be rejected if the procurement director determines that rejection is in the public interest. In cases of formal bids or proposals where the low bid/proposal meets the technical specifications but is not accepted, this matter will be brought to the attention of the Chief Executive Officer of the College and the Board of Governors, indicating the reason therefore.
TO: Board of Governors  DATE: 3/12/08
FROM: Chancellor  ITEM NO: 16
SUBJECT: Unapproved Minutes of the Regular Meeting of February 19, 2008

Background:

The unapproved minutes of the Regular Meeting of February 19, 2008 are submitted for approval.
A Regular Meeting of the Pima County Community College District Board of Governors was held on Tuesday, February 19, 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  
Brenda Even, Secretary  
Marty Cortez, Member  
Richard Fimbres, Member  
Sherryn Marshall, Member

**BOARD REPRESENTATIVES**
Julie Hecimovich, Staff  
Holly Tackett, Staff  
Karaline Salmans, Student  
Selemani Tuli, Student  
Kimlisa Duchicela, Faculty  
Jack Mertes, Faculty

**RECORDING SECRETARY**
Linda Ashenbrener

**ADMINISTRATION**
Roy Flores, Chancellor  
David Bea, Executive Vice Chancellor, Finance and Administration  
Johnson Bia, President, Downtown Campus  
Charlotte Fugett, President, East Campus  
Donna Gifford, Assistant Vice Chancellor  
John Gillis, Acting Division Dean of Instruction, West Campus  
Diane Groover, Assistant Vice Chancellor for Finance  
David Irwin, Executive Director, Public Information  
Jim Johnson, Dean of Instruction, Community Campus  
Kirk Kelly, Vice Chancellor, Information Technology  
Jana Kooi, President, Community Campus  
Dee Lammers, Acting Division Dean, West Campus  
Sylvia Lee, President, Northwest 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  
Robert Riza, Assistant Vice Chancellor for Student Services  
Kathleen Schiefen, Division Dean, Community Campus  
Nancee Sorenson, 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  
Anne Vosberg, Acting Dean of Student Development, Downtown Campus  
Bill Ward, Assistant Vice Chancellor for Facilities  
Lynne Wakefield, Assistant Vice Chancellor for Marketing
Call to Order

Scott Stewart called the meeting to order at 7:15 p.m.

Pledge of Allegiance

Sherryn Marshall led the Pledge of Allegiance.

Public Comment and Reports

Public Comment

Michele Convie expressed her concern that the College catalog and schedule inform students of the need for background checks in certain programs.

Staff Representatives

There was an announcement that the PCC graduation ceremony is scheduled Tuesday, May 20, at the Tucson Convention Center. Financial Aid matters included information on streamlining operations to better serve the students. Reports by Human Resources indicated new partnerships with several entities to assist with recruitment efforts. The Community Service Committee voted to designate the funds from the fundraising event to the PCC Foundation General Scholarship Fund. Also announced were the new officers elected to the Staff Council.

Student Representatives

Karaline Salmans reported activities at Northwest Campus include visits to Marana High School homerooms to discuss the importance of retention. Students from all campuses attended the National Collegiate Leadership Conference at the University of Arizona. The PCAE Eastside Learning Center had a volunteer speaker, Chris Aka, at the new student orientation to share his motivating experiences.

Selemani Tuli reported on activities at Downtown Campus and East Campus for Black History Month. The Student Life Office at Desert Vista Campus collaborated with two faculty members to create the Desert Vista Local Author Series.
Faculty Representatives

Jack Mertes gave the report which included information presented at two Faculty Senate meetings. Senate elections were held at the January 16 meeting. A PCCEA report highlighted the annual Faculty Survey and Meet and Confer. The Chancellor’s Report included information on the State Board for Community Colleges and discussion on the placement of adjunct faculty in high schools. On-line textbooks were discussed with concerns expressed concerning the concept. There will be further discussion on the value of auditing classes.

Report — Chairperson of the Board

Congratulations were expressed to PCC students nominated to the All-Arizona Academic Team. The recent ACCT Legislative Summit Washington DC was attended by administrators, Board members and students.

Motion No. 6792


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)

Brenda Even reported on the Joint Conference Committee meeting held in December and the January ACCA meeting. A fall conference is planned for the AADGB members.

Chancellor’s Report

Chancellor Flores discussed the importance of academics in athletics and reported that there are sixty-three students on athletic teams who have made the honor roll. He reported on grade point average statistics for various athletic teams. The Chancellor said he recommended Edgar Soto as the Executive Director of Athletics under Item 15.4 Administrator Appointments.

There will be a press conference at Downtown Campus February 27 to announce partnership with NAU and PCC for a 90/30 program leading to a baccalaureate degree.

Chancellor Flores commented about exploring online textbooks and mentioned there will be discussion with other colleges and universities due to some concerns.

The Chancellor applauds the staff in Human Resources for the work on faculty recruitment which includes 52 vacant positions that have brought in 562 applications as of this date.

In regards to the State budget, the encouraging news received today was that the House and Senate will propose a compromised bill that exempts community colleges from cuts this year but we will need to strategize for next year.

The All-Arizona Academic Team Luncheon is scheduled February 21 at Mesa Community College. Eleven PCC students made the all-state team with six on the first team.

Monthly Financial Statements through December 2007 and Preliminary Budget Overview

Executive Vice Chancellor David Bea reported on the preliminary monthly financial reports through December. The increase in net assets is slightly higher than last year due primarily to increases in tuition revenue and grants and
contracts revenue. Dr. Bea also presented an overview of budget development for the Fiscal Year 2008-2009.

Information Items

Separations from Employment

Student Aide Hires

These items were noted as information items.

Action Items

Motions to Approve Annual Meeting Minutes

PASSES

Motion to Approve Consent Agenda

PASSES

Approval of Minutes

Motion No. 6793


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

Motion No. 6794


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

Consent Agenda

Motion No. 6795

Richard Fimbres– M, Marty Cortez – S, to approve the Consent Agenda, with Addenda to Items 15.1 New Appointments; 15.2 Adjunct Faculty Appointments, 15.3 Temporary Appointments, and 15.4 Administrator Appointment.

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
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
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)

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

Adjournment

The meeting adjourned at 8:45 p.m.

_________________________
Secretary

_________________________
Date
The Chancellor recommends to the Board that the following items be considered as Consent Agenda Items:

17.1 New Appointments
17.2 Administrator Appointments
17.3 Administrator Contracts 2008/2009
17.4 Adjunct Faculty Appointments
17.5 Temporary Appointments
17.6 Summer Work Schedule 2008
17.7 Intergovernmental Agreement: Pima County Community College District and Arizona K-12 Schools Teacher Preparation Program (TPP): Intern Certification
17.8 Intergovernmental Agreement: The Arizona Board of Regents for and on behalf of Arizona State University West Professional Development School Program
17.12 Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace ESL Listening Level D Certificate
17.13 Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace ESL Reading Level A Certificate
17.14 Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace ESL Reading Level B Certificate
17.15 Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace ESL Reading Level C Certificate
17.16 Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace ESL Reading Level D Certificate
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

Foster-Strauss, Gale
Salary: $74,200
Effective: 8/20/08
Education: Bachelor of Science, Nursing, Syracuse University; Master of Nursing, Doctor of Philosophy, Nursing, University of Colorado
Experience: Dr. Foster-Strauss has more than thirty years of experience in nursing, including twenty-two years spent teaching nursing at the University of Northern Colorado and at the University of the Virgin Islands. She has served as Lieutenant Colonel, Commander Medical Detachment, and Chief Nurse in the National Guard and has also served as a National League of Nursing site visitor and as a member of the Board of Review.

Recruitment Overview:

As part of the expanded continuous process, twenty-two applications have been received to date. As applications are received, contact with the candidate is initiated as soon as possible. The application materials and credentials are reviewed by the advisory committee and finalists are interviewed by the Campus President.
New Appointments

Staff

Castelan, Debra A.  Program Coordinator
Salary: $39,255  District Office
Effective: 3/17/08  Selected to fill a vacant position
Education: Bachelor of Science, Education, Master of Arts, Education, University of Arizona
Experience: Ms. Castelan has held the positions of Statewide Student Recruitment Coordinator and School Safety and Compliance Coordinator for PPEP TEC High School (2006-2007); Student Recruitment and Retention Specialist Senior for Northern Arizona University (2003-2006); and Academic Advisor Senior for University of Arizona (2002-2003). In addition, she has fifteen years of experience in outreach, recruitment and retention in university and non-profit settings.

Recruitment Overview:
An external recruitment was conducted which resulted in fifty-four complete applications. Applications were reviewed and selected candidates were interviewed by an advisory committee. The finalists were interviewed by the Provost and Executive Vice Chancellor of Academic and Student Services.

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

Dr. Roy Flores, Chancellor
TO: Board of Governors

FROM: Chancellor

SUBJECT: Administrator Appointments

DATE: 3/12/08

ITEM NO: 17.2

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
Recommendation:

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

Background:

In accordance with Board policy, an administrator shall be offered a new contract for the ensuing fiscal year unless he or she is otherwise notified in writing on or before April 1. Contracts are normally prepared for a fiscal year but may, in some circumstances, be for a shorter period of time. This list is current as of the date submitted; however, additional names may be presented to the Board at a later date.

It is essential to clarify that while the appointment of each administrator may be for the full fiscal year, his or her assignment may be changed during the course of the year in accordance with the applicable Board policy. The administrators listed on the attached pages are recommended for a regular appointment for 2008/2009.

Contact Person:

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

Dr. Roy Flores, Chancellor

(Continued)
Name: Albert, Louis S.
Job Title: Campus President
Education: Doctor of Philosophy, Higher Education Administration, University of Maryland; Master of Science, Zoology, University of Maryland; Bachelor of Science, Biology, Loyola College of Maryland; Doctor of Humane Letters (Honoris Causa), Cuttington University College (Liberia)
Experience: Hired as the Campus President, West Campus in June 2003.

Name: Albrecht, Christal M.
Job Title: Campus President
Education: Doctor of Education, Allied Health Education and Administration, University of Houston, Houston, Texas; Master of Arts, Medical Technology and Lab Science, Norwich University, Montpelier, Vermont; Bachelor of Science, Medical Technology, Syracuse University, Utica, New York
Experience: Hired as the Campus President, Desert Vista Campus in January 2008.

Name: Bea, David
Job Title: Executive Vice Chancellor for Finance and Administration
Education: Doctor of Philosophy, Education, Master of Arts, Education, Claremont Graduate University; Bachelor of Arts, Psychology, Colgate University
Experience: Hired as the Assistant Vice Chancellor for Finance in December 2004. Currently serving as Executive Vice Chancellor for Finance and Administration.

Name: Bia, Johnson
Job Title: Campus President
Education: Doctor of Philosophy, Agricultural Education, Iowa State University; Master of Science, Agricultural Education, Bachelor of Science, Agricultural Education, University of Arizona
Experience: Hired as the Dean of the Skill Center in November 1992. Currently serving as Campus President, Downtown Campus.

Name: Burke, Philanne Y.
Job Title: Executive Director, Alumni Association
Education: Master of Arts, Journalism, University of Arizona; Bachelor of Arts, Art History, University of Kansas
Experience: Hired as the Senior Assistant to the Chancellor in April 1999. Currently serving as Executive Director of the Alumni Association.

(Continued)
Name: **Castro-Salazar, Ricardo**  
Job Title: Division Dean of Instruction  
Education: Master of Arts in Education, Universidad La Salle; Master of Arts, International Relations, University of Amsterdam; Master of Arts, Latin American Studies, University of Arizona; Bachelor of Science in Business Administration, Instituto Tecnológico de Sonora  
Experience: Hired as an Instructional Faculty member in August 1999. Currently serving as Division Dean of Instruction, East Campus.

Name: **Christensen, Ann**  
Job Title: Division Dean of Student Development  
Education: Doctor of Philosophy, Biology, Queen's University at Kingston; Master of Science, Biology, Bachelor of Science, Biology, Concordia University; Diplôme des Études Collégiales, Creative Arts, Marionopolis College  
Experience: Hired as an Instructional Faculty member in August 1992. Currently serving as Division Dean of Student Development, East Campus.

Name: **Cook, Victoria**  
Job Title: Dean of Instruction  
Education: Master of Science, United States and Asian History, Bachelor of Arts, History, University of Arizona  
Experience: Hired as an Instructional Faculty member in 1997. Currently serving as Dean of Instruction, West Campus.

Name: **Cuyugan, Imelda**  
Job Title: Executive Director of Grants  
Education: Master of Public Administration, Public Administration, California State University, Northridge; Bachelor of Arts, Economics, Divine Word University of Tacloban  
Experience: Hired as the Director of Grants Office in March 2005. Currently serving as Executive Director of Grants.

Name: **Elasowich, Mary E.**  
Job Title: Division Dean of Student Services  
Education: Master of Arts, Psychology and Counseling, Assumption College; Bachelor of Science, Nursing, University of Phoenix; Bachelor of Arts, Psychology, University of Massachusetts

(Continued)
Experience: Hired as an Instructional Faculty member in 1975. Currently serving as Division Dean of Student Services, West Campus.

Name: Forster, Terry T.
Job Title: Division Dean of Instruction
Education: Associate of Applied Science, Business Administration/Management, Associate of Arts, General Studies Pima Community College
Experience: Hired as an Instructional Faculty member in 1997. Currently serving as Division Dean of Instruction for Industrial and Technical Education, Downtown Campus.

Name: Fugett, Charlotte A.
Job Title: Campus President
Education: Master of Business Administration, Business Administration, University of Richmond; Bachelor of Science, History, Longwood College
Experience: Hired as the Vice Chancellor for Human Resources in July 1998. Currently serving as Campus President, East Campus.

Name: Donna H. Gifford
Job Title: Assistant Vice Chancellor
Education: Master of Science, Astronomy, Bachelor of Arts, Education, University of Arizona
Experience: Hired as an Instructional Faculty member in 1999. Currently serving as Assistant Vice Chancellor to the Chancellor.

Name: Gilliland, Mary
Job Title: Division Dean of Instruction
Education: Doctor of Philosophy, Master of Arts, University of California, San Diego; Bachelor of Arts, Bryn Mawr College
Experience: Hired as an Instructional Faculty member in August 1988. Currently serving as Division Dean of Instruction, West Campus.

Name: Ginter, Mary Beth
Job Title: Division Dean of Instruction
Education: Doctor of Philosophy, Higher Education, University of Arizona; Master of Arts, Languages and International Trade, Eastern Michigan University;
Groover, Diane

Name: Groover, Diane
Job Title: Assistant Vice Chancellor of Finance
Education: Bachelor of Science, Spanish and Human Resource Development, Oakland University
Masters of Business Administration, Technology Management, Karl Eller Graduate School of Management, University of Arizona, Bachelor of Science, Information Systems, University of Phoenix, Bachelor of Science in Business and Public Administration, Accounting, University of Arizona.
Experience: Hired as the Executive Assistant to the West Campus President in 2003. Currently serving as Division Dean of Instruction, West Campus.

Haynes, Jerry

Name: Haynes, Jerry
Job Title: Dean of Student Development
Education: Master of Education, Curriculum and Administration, Miami University; Bachelor of Science in Education, Speech and Hearing Therapy, Bowling Green University
Experience: Hired as the Dean of Student Development, Community Campus in June 2005.

House, Cheryl M.

Name: House, Cheryl M.
Job Title: Executive Director for PCC Foundation
Education: Bachelor of Science, Journalism, Bowling Green University
Experience: Hired as the Executive Director for PCC Foundation in September 2003.

Irwin, David R.

Name: Irwin, David R.
Job Title: Executive Director Public Information
Education: Master of Business Administration, Business Administration, Arizona State University; Bachelor of Arts, English and Humanities, Ohio State University
Experience: Hired as the Executive Assistant to the Community Campus President in 2002. Currently serving as Executive Director for Public Information.

Kelly, Kirk

Name: Kelly, Kirk
Job Title: Vice Chancellor for Information Technology
Education: Bachelor of Arts, Management Information Systems, Washington State University
Experience: Hired as the Information Technology Director in April 2002. Currently serving as Vice Chancellor for Information Technology.

Name: Kooi, Jana B.
Job Title: Campus President
Education: Master of Arts, Educational Leadership, Western Michigan University; Bachelor of Arts, Speech Communication, Calvin College
Experience: Hired as the Provost at Community Campus in October 1991. Currently serving as Campus President, Community Campus.

Name: Lee, Sylvia M.
Job Title: Campus President
Education: Doctor of Philosophy, Higher Education, Arizona State University; Master of Education, Counseling and Guidance, Bachelor of Arts, Psychology, University of Arizona, Associate of Applied Science, Respiratory Therapy, Pima Community College
Experience: Hired as the Dean of Student Development, Desert Vista Campus in November 1996. Currently serving as Campus President, Northwest Campus.

Name: Madden, John R.
Job Title: Dean of Instruction
Education: Doctor of Education, Reading, University at Albany; Master of Arts, Teaching of Reading, Bachelor of Arts, History, Western Michigan University
Experience: Hired as the Dean of Instruction in July 2000, Desert Vista Campus.

Name: Martinez Sanchez, Mary Ann
Job Title: Dean of Instruction
Education: Doctor of Philosophy, Psychology, Master of Arts, Psychology, University of Notre Dame; Bachelor of Arts, Psychology and Economics, Duke University
Experience: Hired as an Instructional Faculty member in 1996. Currently serving as Dean of Instruction, East Campus.

Name: Mayhew, Marty
Job Title: Instructional Division Dean - Nursing
Education: Bachelor of Science, Nursing, University of Nevada, Las Vegas; Master of Science, Education, University of Southern California; Master of Science, Nursing, University of Colorado

(Continued)
Experience: Hired as a faculty member in 1996. Currently serving as Division Dean of Instruction for Nursing, West Campus.

Name: McCafferty, Cynthia D.
Job Title: Division Dean of Instruction
Education: Master of Education, Counseling, Northern Arizona University; Bachelor of Science, Psychology, State University of New York; Associate of Arts, Liberal Arts, Bronx Community College
Experience: Hired as the Division Dean of Instruction in July 2001, Community Campus.

Name: Meier, Cynthia M.
Job Title: Division Dean
Education: Doctor of Philosophy, Communication, University of Arizona; Master of Arts, Speech and Communications, Bachelor of Science, Speech and Drama/English Literature, Eastern Michigan University
Experience: Hired as the Pima College Adult Education (PCAE) Business Manager in July 2000. Currently serving as Division Dean of Instruction, PCAE.

Name: Menchaca, Leticia I.
Job Title: Dean of Student Development
Education: Master of Education, Educational Counseling, Bachelor of Science, Business Administration, University of Phoenix; Associate of Arts, Social Services, Pima Community College
Experience: Hired as a Clerk Specialist II, February 1979. Currently serving as Dean of Student Development, Desert Vista Campus.

Name: Merren, John J.
Job Title: Division Dean of Instruction
Education: Doctor of Philosophy, Higher Education, Master of Education, Higher Education, University of Arizona; Master of Arts, English, Bachelor of Arts, English, Bachelor of Science, Biology, Lamar University
Experience: Hired as the District Occupational Education Coordinator in July 1990. Currently serving as Division Dean of Instruction for Business and Liberal Arts, Downtown Campus.

Name: Miles, Suzanne L.
Job Title: Provost/Executive Vice Chancellor for Academic and Student Services

(Continued)
Education: Doctor of Philosophy, Communication, University of Arizona; Master of Arts Communication, Arizona State University; Bachelor of Arts, Speech, Northwestern University
Experience: Hired as the Associate Dean of Instruction, East Campus, 1992. Currently serving as Provost/Executive Vice Chancellor for Academic and Student Services.

Name: Morales, Lorraine
Job Title: Dean of Student Development
Education: Doctor of Philosophy, Educational Leadership, Northern Arizona University; Master of Arts, Higher Education Student Development, University of Arizona; Bachelor of Science, Human Services, Western New Mexico University
Experience: Hired as a Student Services Specialist in August 2002. Currently serving as Dean of Student Development, Northwest Campus.

Name: Muir, Harry P.
Job Title: Dean of Instruction
Education: Doctor of Philosophy, Higher Education Administration, Kansas State University; Master of Science in Engineering, Higher Education Administration, Bachelor of Science in Engineering, Social Studies, University of Kansas
Experience: Hired as the Dean of Instruction, Community Campus in June 1994. Currently serving as Dean of Instruction, Downtown Campus.

Name: Murphy, Brigid K.
Job Title: Assistant Vice Chancellor for Academic Services and Vice Provost
Education: Master of Arts, English, University of Texas at El Paso; Bachelor of Arts, English, Montana State University
Experience: Hired as an Instructional Faculty member in August 1994. Currently serving as Assistant Vice Chancellor for Academic Services and Vice Provost.

Name: Padgett, David
Job Title: Dean of Instruction
Education: Master of Business Administration, Business Administration, Mississippi State University; Bachelor of Science, Business, Marketing, Mississippi State University
Experience: Hired as an Institutional Research Analyst in October 1982. Currently serving as Dean of Instruction, Northwest Campus.
Name: Ramirez, Raul  
Job Title: Vice Chancellor for Human Resources  
Education: Doctor of Education, Educational Management, New Mexico State University; Master of Science, Biological Sciences, Bachelor of Arts, Psychology, University of Texas at El Paso.  
Experience: Hired as the Campus President, East Campus in May 2004. Currently serving as Vice Chancellor for Human Resources and Special Events.

Name: Reese, Anna  
Job Title: Executive Director of Financial Aid  
Education: Master of Public Administration, Bachelor of Arts in Psychology, Bachelor of Arts in Sociology, Fairleigh Dickinson University, New Jersey  
Experience: Hired as the Director of Financial Aid in May 2006. Currently serving as Executive Director of Financial Aid.

Name: Riza, Robert  
Job Title: Assistant Vice Chancellor for Student Development  
Experience: Hired as the Director of Athletics in September 2004. Currently serving as Assistant Vice Chancellor for Student Development.

Name: Roush, Ted A.  
Job Title: Division Dean of Instruction  
Education: Master of Science, Business Administration, Boston University; Bachelor of Science, Behavioral Science, United States Air Force Academy  
Experience: Hired as the Educational Program Coordinator for Davis-Monthan Air Force Base in September 2000. Currently serving as Division Dean of Instruction, Northwest Campus.

Name: Russell, Nancy L.  
Job Title: Dean of Workforce and Business Development  
Education: Master of Education, Educational Administration, Master of Business Administration, Management and Finance, Texas A&M; Bachelor of Science, Construction Management, Michigan State University  

(Continued)
Experience: Hired as the Program Manager of the Small Business Center in July 2001. Currently serving as Dean of Workforce and Business Development.

Name: Schiefen, Kathleen  
Job Title: Division Dean for Workforce and Business Development  
Education: Master of Science, Adult Education, State University of New York at Buffalo; Bachelor of Science, Management of Human Resources, Robert Wesleyan College; Applied Associates, Applied Science, Radiologic Technology, Trocaire College  
Experience: Hired as the Division Dean of Workforce and Business Development in January 2007.

Name: Sorenson, Nancee J.  
Job Title: Dean of Student Development  
Education: Master of Science, Agency Counseling; Bachelor of Science, Psychology, Indiana State University  
Experience: Hired as the Campus Admissions Director in November 1992. Currently serving as Dean of Student Development, West Campus.

Name: Soto, Edgar F.  
Job Title: Executive Director of Athletics  
Education: Bachelor of Arts, Sociology, University of New Mexico; Master of Education, Bilingual and Multicultural Education, Northern Arizona University  

Name: Steinman, Stan  
Job Title: Executive Assistant to the Provost and Executive Vice Chancellor  
Education: Master of Public Administration, Public Administration, George Washington University; Bachelor of Arts, Political Science, University of Arizona  
Experience: Hired as an Education Coordinator in August 1997. Currently serving as Executive Assistant to the Provost and Executive Vice Chancellor for Academic and Student Services.

Name: Tilson, Heather  
Job Title: Executive Director for Research and Planning  
Education: Doctor of Philosophy, Educational Leadership and Learning Technologies, Drexel University; Master of Business Administration, Management, West
Chester University; Bachelor of Science, Business Administration, Marketing, Management, East Carolina University

Experience: Hired as the Executive Director for Research and Planning in January 2006.

Name: **Tomasky, Thomas**
Job Title: Division Dean of Instruction
Education: Master of Vocational Education, Vocational Education, Northern Arizona University; Bachelor of Science, Industrial Arts, Millersville University
Experience: Hired as an Instructional Faculty member in Computer-Aided Drafting (CAD) in August 2001. Currently serving as Division Dean of Instruction, East Campus.

Name: **Vosberg, Anne M.**
Job Title: Division Dean of Student Development
Education: Doctor of Education, Educational Leadership, Northern Arizona University; Master of Education, Counseling/Guidance, University of Arizona; Bachelor of Arts, Psychology, Smith College
Experience: Hired as an Human Resources Analyst/Coordinator, October 1994. Currently serving as Division Dean of Student Development, Downtown Campus.

Name: **Wakefield, Lynne**
Job Title: Assistant Vice Chancellor for Marketing
Education: Bachelor of Arts, Mass Communications, Arizona State University
Experience: Hired as the Communications Specialist in August 1976. Currently serving as Assistant Vice Chancellor for Marketing.

Name: **Ward, William**
Job Title: Assistant Vice Chancellor for Facilities
Education: Bachelor of Science, Career and Technical Education, Indiana State University
Experience: Hired as the Superintendent of Operations in August 2000. Currently serving as Assistant Vice Chancellor for Facilities.

Name: **Wheeler, Elizabeth E.**
Job Title: Division Dean of Instruction
Education: Master of Arts, Applied English Literature, Bachelor of Arts, Spanish, University of Texas at El Paso

(Continued)
Experience: Hired as an Instructional Faculty member in August 2000. Currently serving as Division Dean of Instruction, Desert Vista Campus.

Name: Wright, Daniel C.
Job Title: Division Dean of Instruction
Education: Doctor of Philosophy, Botany, University of Maryland; Master of Business Administration, Information Systems, Pace University; Bachelor of Science, Biology, West Virginia University
Experience: Hired as the Division Dean, Downtown Campus in January 2000.

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

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
ITEM NO: 17.4
DATE: 3/12/08
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.

Akbar, David
Discipline(s): Mathematics (Academic)  NW
Education: Bachelor of Science, (no major indicated), Wagner College, New York; Master of Arts, Business and District Education, Montclair State University
Experience: Mr. Akbar has taught mathematics for seven years at Montclair-Kimberley Academy in New Jersey. His master’s degree includes twenty graduate hours in mathematics.

Bessette, Bruce D.
Discipline(s): Aviation  DV
Education: Associate of Applied Science, Aviation Maintenance Technology, Eastern New Mexico University
Experience: Mr. Bessette has held the positions of Aviation Safety Inspector, Federal Aviation Administration; Aircraft Maintenance Inspector, Southwest Airlines; Avionics Technician, America West Airlines; and Avionics Technician, United States Air Force.

Boyd, Jon R.
Discipline(s): Archaeology (Limited Exemption—Flintknapping)  WC
Education: Bachelor of Science, Psychology, University of Louisiana at Lafayette; Master in Aeronautical Science, Embry-Riddle Aeronautical University Worldwide, Florida

*Regular Employee (Continued)
Experience: Mr. Boyd is highly skilled in making stone tools. He has conducted flintknapping demonstrations and taught informal seminars in flintknapping for a non-profit archaeological organization in Tucson. He is retired from the United States Air Force where he was an academic instructor in weapons and tactics and an operations group commander at Davis-Monthan Air Force Base. Mr. Boyd has been employed for nine years at Raytheon as a program manager.

Brackett, JoAnn D.
Discipline(s): Law Enforcement Academy (Occupational/Workforce)
Education: Certificate, Law Enforcement Pre-Academy, Pima Community College
Experience: Ms. Brackett has more than thirteen years of experience with Oro Valley Police Department. Ms. Brackett began as a dispatcher. Ms. Brackett is currently a police officer.

Carroll, John P.*
Discipline(s): Management (Academic)
Discipline(s): Accounting, Business (Occupational/Workforce)
Education: Bachelor of Science, Management/Accounting, Park College, Missouri; Masters of Education, Educational Leadership, Northern Arizona University
Experience: Previous teaching experience includes more than twelve years as an adjunct for Pima Community College. He also works in a full-time administrative position.

Chiles, Wendy
Discipline(s): Mathematics (Developmental)
Education: Bachelor of Science, Mathematics, Purdue University, Lafayette, Indiana; Master of Science, Education, Capella University, Minneapolis
Experience: Ms. Chiles has been an Engineering Technician for the City of Tucson Water Department since September of 2007. Ms. Chiles was a mathematics instructor, teaching algebra, geometry, trigonometry, calculus, and physics for Rio Rico High School in the Santa Cruz Valley Unified School District (1998-2005).

Clark, Thomas C.
Discipline(s): Environmental Technology (Occupational/Workforce)
Education: Certificate, Backflow Prevention Assembly Tester, American Backflow Prevention Association; Certificate, Specialists in Cross-Connection Control, University of Southern California
Experience: Mr. Clark has fourteen years of experience with Tucson Water. He began as a utility service worker and is currently a backflow inspector.

Conway, April
Discipline(s): Writing
Education: Bachelor of Arts, Writing, University of Redlands, California; Master of Fine Arts, Writing, Sarah Lawrence College, New York
Experience: Ms. Conway’s has experience as a substitute teacher and graduate assistant.
Day, Frank (Hoge)
Discipline(s): Art
Education: Bachelor of Fine Arts, Painting, Kansas City Art Institute, Missouri; Master of Fine Art, Fine Art, Bard College, New York
Experience: Mr. Day has four years of experience as a drawing instructor in Tucson and Nogales and one semester of experience as an adjunct instructor in art history at Caldwell College in New Jersey. He is currently self-employed as a builder, designer, and artist.

Engelkes, Ronald L., Sr.
Discipline(s): Environmental Technology (Occupational/Workforce)
Education: Certificate, Backflow Prevention Assembly Tester, American Backflow Prevention Association; Certificate, Specialists in Cross-Connection Control, University of Southern California
Experience: Mr. Engelkes has fifteen years of experience with Tucson Water. He began as a utility service worker and is currently a backflow inspector.

Goldkuhl, Bryan C.
Discipline(s): Automotive Technology (Occupational)
Education: Teaching Certification, Arizona Department of Education, Career and Technical Education, Automotive, Automotive Service Excellence (ASE) Certified, National Institute for Automotive Service Excellence (ASE), Master Automobile Technician
Experience: Mr. Goldkuhl is currently teaching at Fred G. Acosta Job Corps as an automotive instructor. Previous teaching experience includes being an industrial instructor for one and one-half years and having his own automotive business for eight years; meets Occupational/Workforce requirements.

Haro, Raymond P.
Discipline(s): Business, Human Resources, Management, Marketing
Education: Bachelor of Science, Business Administration, University of Arizona; Master of Business Administration, Business Administration, University of Phoenix
Experience: Mr. Haro has more than five years of experience in business. He began as Account Executive with Univision Communications and later Membership Director for the Tucson Hispanic Chamber of Commerce. Mr. Haro’s current position is Medicare Enrollment Specialist with University Physicians.

Harrington, Stephen G.
Discipline(s): Speech/Writing
Education: Bachelor of Arts, English, University of Arizona; Master of Arts, Speech, Kansas State University
Experience: Currently retired English/Drama Teacher, Sahuarita School District; English Instructor, Central Arizona College; English/Drama Teacher, Apache Junction High School; and English/Drama Teacher, Judson Private School.

*Regular Employee (Continued)
Heibler, John D.  
Discipline(s): Aviation  
Education:  Associate of Applied Arts, Aviation Maintenance, Northrop Institute of Technology  
Experience:  Currently P-Si Mustang Project Manager, Pima Air and Space Museum; Customer Relations Manager/National Customer Representative, BMW USA, LLC; District Service Manager-Automotive, BMW USA, LLC; District Service and Parts Manager, BMW USA, LLC; Service Manager/Warranty Administrator/Technical Instructor, Butler & Smith, Inc.; FAA Airframe & Powerplant Mechanic, Mercer Airlines/Aero Engines/Qualitron Aer6; Aircraft/Engine Mechanic, Pan American World Airways; Light Aircraft/ Helicopter Mechanic, United States Army, HHC, 3rd Armored Division Command Aviation Section

Lange, Christine H.  
Discipline(s): Archaeology (Limited Exemption—Shell Analysis)  
Education:  Bachelor of Science, Elementary Education, Northern Arizona University; Bachelor of Art, Anthropology, Arizona State University  
Experience:  Ms. Lange has unique qualifications for teaching an unusual specialty in archaeology— the analysis of artifacts made of shell. She has four years of experience as an archaeologist technician with private-sector firms in Tucson. Ms. Lange retired after twenty-five years spent teaching physical education at primary schools in Phoenix.

Lund, Kimberley A.  
Discipline(s): Art  
Education:  Bachelor of Fine Arts, Studio Art, Master of Art, Art Education, Doctor of Philosophy, Higher Education, University of Arizona  
Experience:  Dr. Lund has five years of experience as an assistant professor at the School of Architecture and Design, American University of Sharjah, United Arab Emirates, and five years of experience as an assistant professor at the College of Fine Art, University of Sharjah, United Arab Emirates.

Martinez, Joanne  
Discipline(s):  Student Success, Psychology (Academic)  
Writing (Developmental)  
Education:  Bachelor of Arts, Social Work, English, Sociology, Kings College, Pennsylvania; Master of Education, Guidance and Counseling/MED, University of Texas at El Paso  
Experience:  Ms. Martinez has been an academic counselor for eleven years and was language arts instructor for six years at El Paso Independent School. She has a Lifetime Teacher Certificate in Sociology, English and Professional Counseling from the state of Texas.

McCarthy, Terrance J.  
Discipline(s)  Law Enforcement Academy (Occupational/Workforce)  
Education:  Certificate, Firearms Instructor, Certificate, Driver Instructor School, Arizona Peace Officer Standards and Training Board

*Regular Employee
Experience: Mr. McCarthy has more than seven years of experience with the Tucson Police Department. He began as a School Resource Officer and is currently a Basic Class Officer.

Miller, Angela
Discipline(s): Fitness and Recreation (Occupational); Fitness and Sport Science (Limited Exemption—Fitness/Conditioning)
Education: Bachelor of Arts, Communication Studies, University of Iowa
Experience: Ms. Miller has five years of experience as a personal trainer. She is certified by the American College of Sports Medicine as a Health and Fitness Instructor.

Neilson, Joseph
Discipline(s): Engineering (Academic)
Mathematics (Developmental)
Education: Bachelor of Science, Mechanical Engineering, Master of Science, Mechanical Engineering, University of Arizona
Experience: Mr. Neilson has been a Mechanical Controls Engineer for Raytheon since 2005. He was also a Mechanical Design Engineer for Raytheon (2003-2005).

Reedy, Crystal C.
Discipline(s): Education, Psychology, Reading, Student Success
Education: Bachelor of Arts, Elementary Education, Master of Arts, Language, Reading and Culture, University of Arizona
Experience: Ms. Reedy has thirteen years of teaching experience at the middle school level. She is currently a guidance counselor for the Tucson Unified School District.

Robinson, Monica M.
Discipline(s): Writing, Literature
Education: Bachelor of Fine Arts, Creative Writing, Bowling Green State University, Ohio; Master of Fine Arts, Creative Writing, Western Michigan University
Experience: Ms. Robinson has five years of experience as an adjunct instructor teaching humanities and writing at colleges in Michigan and one semester as a lecturer at University of Arizona. She is currently employed as a humanities instructor at Kalamazoo Valley Community College in Michigan.

Salkey, Tahnee
Discipline(s): Writing (Developmental)
Education: Associate of Art, Liberal Arts, Social Science, Westchester Community College, New York; Bachelor of Art, English, San Diego State University
Experience: Ms. Salkey has one semester of experience as a teaching assistant and tutor in rhetoric and writing at San Diego State University. She is currently toward a Master of Fine Arts degree in Creative Writing at the University of Arizona and is employed as a substitute teacher.
Scott Estrella, Katherine A.

Discipline(s): Art

Education: Bachelor of Fine Arts, Painting, California College of the Arts; Master of Art, Art, New Mexico State University; Master of Art, Information Resources and Library Science, University of Arizona

Experience: Ms. Scott Estrella has four years of experience as an art professor teaching painting and drawing at the Instituto Cultural Helénico in Mexico City, and two years of experience as a professor of drawing at the Universidad Autónoma del Estado de Morelos in Cuernavaca, Mexico. She has one year of experience as a graduate assistant at the Fine Arts Library of the University of Arizona as well as a research assistant to the Educational Technology Librarian at the University of Arizona. She has six months of experience as a librarian at the Pima County Public Library.

Walsh-Knueppel, Linn

Discipline(s): Student Success (Academic)

Education: Bachelor of Science, Sociology, Wagner College, New York; Master of Education, (no major indicated), McDaniel College (formerly Western Maryland College)

Experience: Ms. Walsh-Knueppel has been a Sign Language Interpreter for Pima College since 2000. Ms. Walsh-Knueppel was a Case Manager for State of Arizona Division of Developmental Disabilities for four years and an instructor for Sign Language at Northern Arizona University for three years.

Wikgren, Janice

Discipline(s): Mathematics (Developmental)

Education: Associate of Science, Southwestern Illinois College; Bachelor of Science, Mathematical Studies, Southern Illinois University, Edwardsville; Master of Education, Counseling and Human Relations, Northern Arizona University

Lifetime Teacher Certificate from Missouri Board of Education for Mathematics

Experience: Ms. Wikgren has more then six years of experience teaching math. She is currently a Software Quality Engineer at Raytheon Missile Systems and holds a Lifetime Teacher Certificate from the Missouri Board of Education.

Contact Person:

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

*Regular Employee
TO: Board of Governors

DATE: 3/12/08

FROM: Chancellor

ITEM NO: 17.5

SUBJECT: Temporary Appointments

Recommendation:

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

Background:

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

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

Anderson, Alexis  
**Special Projects Professional**  
CC

Education: Coursework, Fire Sciences, Pima Community College; Associate of Arts, Liberal Arts Pima Community College

Experience: Ms. Anderson is currently employed as a manager of Sierra Fitness. She is a certified EMT-B.

Barr, Robert L.  
**Noncredit Instructor**  
CC

Education: Coursework, Business Management, University of Nevada

Experience: Mr. Barr is the president of Global Merchant services providing banking services to small and midsized companies. He has worked as a management consultant for the last seven years.

Enos, Anthony  
**Noncredit Instructor**  
CC

Education: Bachelor of Science, Psychology, Doctor of Theology, Doctor of Philosophy, Counseling Psychology, Emmanuel Baptist University

Experience: Mr. Enos has been self-employed for the last nine years as a professional musician. Prior to retirement, Mr. Enos worked as a pastor and counselor for thirty-four years at various Baptist churches in the United States.

(Continued)
**Estrada, Franchesca**  
**Noncredit Instructor**  
**CC**

**Education:** Bachelor of Arts, Psychology, Stanford University; Doctor of Medicine, University of Washington Health Sciences Center  

**Experience:** Dr. Estrada was a resident in Pediatrics at University of Arizona Health Sciences Center from 2003 to 2006. Currently Dr. Estrada is a staff pediatrician in the Emergency Departments of Phoenix Children’s Hospital and Tucson Medical Center.

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**Hamner, James**  
**Noncredit Instructor**  
**CC**

**Education:** Bachelor of Arts, Economics, University of Mississippi; Doctor of Philosophy, Psychology, University of Arizona  

**Experience:** Mr. Hamner spent three years teaching English as a Second Language in China. He is a retired Psychologist from his private practice in California.

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**Jackson, Colt**  
**Special Projects Professional**  
**CC**

**Education:** Associate of Sciences, Fire Sciences, Pima Community College  

**Experience:** Mr. Jackson has been employed as a wildland firefighter since 2002. He has also served as a helicopter firefighter since 2006. Mr. Jackson earned his EMT-B certification in 2005 and is currently employed by Northwest Fire District and serves in the capacity of firefighter/paramedic.

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**Jones, Michael**  
**Special Projects Professional**  
**CC**

**Education:** EMT-Intermediate Program, Valdosta Technical College  

**Experience:** Mr. Jones is currently employed as an emergency department technician at St. Joseph’s Hospital. He has been employed by Carondelet since August of 2007. Prior to that he did some work as a crew supervisor for an installation company and was an infantry section leader in the United States Marine Corps.

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**Kent, Katharine**  
**Noncredit Instructor**  
**CC**

**Education:** Bachelor of Science, Chemical Engineering, University of Houston; Master of Science, Nuclear and Energy Engineering, Master in Business Administration, University of Arizona  

**Experience:** Ms. Kent has been president of the Solar Store since 1998. She was named the Society of Women Engineer’s Distinguished New Engineer in 1995. Ms. Kent has also been appointed to the Arizona Solar Advisory Council.

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**Lancaster, Eric**  
**Noncredit Instructor**  
**CC**

**Education:** Associate of Arts, History, Cape Cod Community College; Bachelor of Arts, History, Bridgewater State College  

**Experience:** Mr. Lancaster was a Sous Chef for a French restaurant on Cape Cod and the Garde Manger in a fine dining room for the Ritz-Carlton in Palm Beach. In 1992, Mr. Lancaster worked with famous chefs at the Ritz-Carlton to prepare a $1000 per plate dinner benefit for the Red Cross.

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**McKinney, Guy S.**  
**Special Projects Professional**  
**CC**

**Education:** Certificate, Metropolitan Medical Response Systems, Coursework, Paramedic, Pima Community College

(Continued)
Experience: Mr. Mc Kinney has been employed by Tucson Fire Department since June 1982. He served as a paramedic and firefighter. Prior to his employment with Tucson Fire Department, Mr. Mc Kinney was a respiratory therapist at University Medical Center.

**Schur, Daniel**  
**Special Projects Professional**  
**CC**

Education: Coursework, Fire Sciences, Pima Community College

Experience: Mr. Schur has been employed by Northwest Fire District since April 2004. He served as an EMT-Basic and firefighter from April 2004 to September 2007. He was promoted to paramedic and continues to work for Northwest Fire District in the capacity of firefighter/paramedic. Mr. Schur is a certified CPR Provider, Paramedic and is also certified in ACLS, PALS and PEPP. He is a graduate of the Pima Community College Public Safety and Emergency Services Institute Paramedic Program.

**Scott, Delona Grady**  
**Noncredit Instructor**  
**CC**

Education: Coursework, Liberal Arts, Pima Community College

Experience: Mr. Scott has spent over seven years as Minister of Music at Grace Temple Missionary Baptist Church where he coaches and teaches the fundamentals of music to seventy-five students in six music groups. He is a talented musician that plays and teaches piano, organ, drums and bass.

**Siegel, Natanya**  
**Noncredit Instructor**  
**CC**

Education: Bachelor of Arts, Behavior Science Psychology, John Jay College of Criminal Justice

Experience: Ms. Siegel is a graduate chef from the Natural Gourmet Institute for Health and Culinary Arts in New York City. For the last ten years she has worked as a private caterer, food demonstrator at Williams Sonoma, taught cooking at The Clubhouse for psychiatric patients and developed curriculum for a low income food program at a Food Pantry.

**Spiers, John**  
**Noncredit Instructor**  
**CC**

Education: Bachelor of Arts, Asian Studies, University of Washington; Master of Arts, Educational Administration, Seattle University

Experience: Mr. Spiers has owned a lecturing, consulting and writing company for the last twenty-five years. This company focuses on small business international trade. He partnered with a Hong Kong company to introduce hand-knotted Chinese carpets to Seattle, Washington.

**Zenizo, Amy L.**  
**Interpreter**  
**WC**

Education: Coursework, Deaf Studies, Pima Community College

Experience: Ms. Zenizo is currently an Interpreter for the Deaf with the Tucson Unified School District, Title: “Educational Interpreter.” She is also an Interpreter for the Deaf, Sorenson VRS. She is an Interpreter NIC Certified and has an Maternidad La Luz Arizona State License in Midwifery.
Temporary Appointments

Contact Person:

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

Dr. Roy Flores, Chancellor
Recommendation:

The Chancellor recommends that the Board of Governors approve a flexible work scheduling provision for non-exempt, exempt staff, and administrative employees. This provision includes a four-day workweek schedule starting the week of June 2, 2008 and ending August 15, 2008. The following provisions will apply during this period:

1. Summer operations for core academic and business services will continue Monday through Friday with an open scheduling provision for a flexible four-day workweek. This provision may be initiated by area or department and approved through administration based on operating needs.

2. An extended four-day workweek schedule will begin and end at the appropriate hours designated by the administration to meet operating business needs.

3. Employees working a flexible four-day work schedule will continue to work the same number of hours per week.

4. A 45-minute lunch break will be observed for individuals working a four-day workweek. The one-hour lunch break will continue to be observed for individuals working the standard five-day workweek.

5. In order to provide equitable holiday pay for employees on a flexible work schedule, eligible employees will return to their normal schedule during weeks in which a holiday is observed (i.e., Memorial Day - May 26 and Independence Day - July 4).

Background:

Pima Community College has successfully operated on a four-day workweek schedule for the past twenty-nine summers. Pima Community College employee groups have supported this practice.

In the past, district office support operations and campus support operations elected to use a flexible four-day workweek schedule. Offices that use this schedule permitted staff the flexibility of working a four-day workweek schedule while still providing core services Monday through Friday. Offices that utilized this option have expanded their core business hours of service.

(Continued)
Contact Person:

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

Dr. Roy Flores, Chancellor
Recommendation:

The Chancellor recommends that the Board of Governors approve an Intergovernmental Agreement for the Teacher Preparation Program (TPP): Intern Certification program with the school district listed below effective from July 1, 2008 through June 30, 2013.

Background:

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

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

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

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

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

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

Contact Person:

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

[Signature]
Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
DATE: 3/12/08
ITEM NO: 17.8
SUBJECT: Intergovernmental Agreement:
The Arizona Board of Regents for and on behalf of Arizona State University West Professional Development School Program

Recommendation:

The Chancellor recommends that the Board of Governors approve the Intergovernmental Agreement between the Arizona Board of Regents for and behalf of Arizona State University for the purpose of implementing a Professional Development School Program in the Indian Oasis-Baboquivari Unified School District to prepare effective new teachers for elementary and middle schools. The term of the agreement will be from July 1, 2007 through September 30, 2009.

Background:

Pima County Community College Desert Vista Campus (COLLEGE) and Arizona State University West (AGENCY) agree to provide a partnership for the implementation of a Professional Development School Program in the Indian Oasis-Baboquivari School District pursuant to U.S. Department of Education contract No. P336B040017.

The COLLEGE and the AGENCY agree to collaborate in the development, implementation and annual evaluation of a 2+2 Professional Development School teacher education program for students intending to be prepared in the Indian Oasis-Baboquivari Professional Development School Teacher Education Program. The students will take their first two years at Pima County Community College and transfer to ASU West for the second two years. Teacher education training will be completed in the Indian Oasis-Baboquivari School District.

Under the terms of the agreement Pima County Community College District shall be responsible for providing curriculum and instructional design for training of selected individuals identified by the AGENCY. Students will be prepared to meet the academic requirements for the University portion of the 2+2 Teacher Education Program with students completing 56 semester hours or receiving an AAEE. The COLLEGE and AGENCY agree to aggressively advertise the 2+2 TEP program to prospective students.

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 and Initiative 2.0, Strategy 2.4 of which states: Continue to enhance relations with other educational providers.

(Continued)
Financial Considerations:

The COLLEGE is required to cost share at a level of no less than 50% of the total amount of the project. The COLLEGE will receive $2500 for each eligible student admitted into the University portion of the 2+2 Professional Development School Program Teacher Education Program (up to 20 students per program cycle).

Contact Person:

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

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

DATE: 3/12/08
ITEM NO: 17.9

Recommendation:

Per Board Policy 3106, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following occupational program: Home Maintenance & Repair: Minor Home Improvements - Certificate for Direct Employment.

Background:

This Downtown Campus proposed occupational certificate is designed to equip students with the knowledge to perform home improvements while preparing them to take the Arizona Contractor Business Management C-62 Minor Home Improvements examination. After graduates acquire the C-62 Minor Home Repair license, they may contract with homeowners to perform home improvement projects up to $2500. Students may also choose to continue their studies by taking classes toward the Building and Construction Trades Advanced Certificate, or Associate degree with a concentration in Facilities Maintenance.

It is projected that in Pima County, jobs for General Maintenance and Repair Workers will grow 15.3% by 2011.

This certificate is one of three proposed new certificates in Home Maintenance and Repair. Total estimated enrollment (FTSE) is projected to be 20 by the end of 2008-2009.

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.

Financial Considerations:

Pending program approval by the Board of Governors, the Home Maintenance and Repair certificates will be funded through Innovative funds for one support staff FTE beginning with the 2008-2009 fiscal year, subject to FTE availability.

Contact Person:

Dr. Suzanne L. Miles, Provost and Executive Vice Chancellor (206-4999)
TO: Board of Governors
FROM: Chancellor
DATE: 3/12/08
ITEM NO: 17.10
SUBJECT: Curriculum Recommendation — New Occupational Program:
Home Maintenance & Repair: Limited Remodeling and Repair Certificate
for Direct Employment

Recommendation:

Per Board Policy 3106, Curriculum Development, the Chancellor recommends that the Board of
Governors approve the following occupational program: Home Maintenance & Repair: Limited
Remodeling and Repair – Certificate for Direct Employment.

Background:

This Downtown Campus proposed occupational certificate is designed to provide students with
the skills needed for home remodeling and repair while preparing for the Arizona Contractor
Business Management C-61 Limited Remodeling and Repair examination. Graduates who
acquire the C-61 Limited Remodeling and Repair license may contract with homeowners to
perform home improvement projects up to $25,000 including the scope of work allowed under
the C-7 carpentry classification. Students may also choose to continue their studies by taking
classes toward the Building and Construction Trades Advanced Certificate, or Associate degree
with a concentration in Facilities Maintenance or Carpentry.

It is projected that in Pima County, jobs for General Maintenance and Repair Workers will grow
15.3% by 2011.

This certificate is one of three proposed new certificates in Home Maintenance and Repair.
Total estimated enrollment (FTSE) is projected to be 20 by the end of 2008-2009.

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.

Financial Considerations:

Pending program approval by the Board of Governors, the Home Maintenance and Repair
certificates will be funded through Innovative funds for one support staff FTE beginning with the
2008-2009 fiscal year, subject to FTE availability.

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

Dr. Roy Flores, Chancellor
Recommendation:

Per Board Policy 3106, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following occupational program: Home Maintenance & Repair: General Residential Contractor Certificate for Direct Employment.

Background:

This Downtown Campus proposed occupational certificate is designed to provide students with advanced home construction skills while preparing for the Arizona Contractor Business Management B-General Residential Contractor examination. Graduates who acquire the B-General Residential Contractor license may perform home construction as a General Building Contractor capable of working on any part of a residence with the exception of some specialized areas such as electrical and plumbing. Students may also choose to continue their studies by taking classes toward the Building and Construction Trades Advanced Certificate, or Associate degree with a concentration in Construction Management, Facilities Maintenance, or Carpentry.

It is projected that in Pima County, jobs for General Maintenance and Repair Workers will grow 15.3% by 2011.

This certificate is one of three proposed new certificates in Home Maintenance and Repair. Total estimated enrollment (FTSE) is projected to be 20 by the end of 2008-2009.

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.

Financial Considerations:

Pending program approval by the Board of Governors, the Home Maintenance and Repair certificates will be funded through Innovative funds for one support staff FTE beginning with the 2008-2009 fiscal year, subject to FTE availability.

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 ESL Listening Level D Certificate.

Background:

This is a request to inactivate the Workplace ESL Listening 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
ITEM NO: 17.13
DATE: 3/12/08
SUBJECT: Curriculum Recommendations – Center for Training & Development
Program Inactivation: Workplace ESL Reading 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 Reading Level A Certificate.

Background:
This is a request to inactivate the Workplace ESL 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)

Dr. Roy Flores, Chancellor
TO: Board of Governors  DATE: 3/12/08
FROM: Chancellor  ITEM NO: 17.14
SUBJECT: Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace ESL 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 ESL Reading Level B Certificate.

Background:

This is a request to inactivate the Workplace ESL 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)

Dr. Roy Flores, Chancellor
TO: Board of Governors  
FROM: Chancellor  
DATE: 3/12/08  
ITEM NO: 17.15  
SUBJECT: Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace ESL 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 ESL Reading Level C Certificate.

Background:
This is a request to inactivate the Workplace ESL 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)

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
DATE: 3/12/08
ITEM NO: 17.16
SUBJECT: Curriculum Recommendations – Center for Training & Development Program Inactivation: Workplace ESL 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 ESL Reading Level D Certificate.

Background:

This is a request to inactivate the Workplace ESL 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
SUBJECT: Contract: Health Net, Inc. Employee Medical Benefits

DATE: 3/12/08
ITEM NO: 18

Recommendation:

The Chancellor recommends that the Board of Governors accept the Health Net, Inc. medical benefit proposal for the period July 1, 2008 through June 30, 2009.

Background:

Pima Community College currently provides to benefit-eligible employees medical benefits through a contract with Health Net, Inc. (Health Net). The College awarded this contract in 2007 following a formal Request for Proposals. The contract reflected a first-year cost reduction of 3.5% compared to the in-place coverage with a second-year renewal provision for a premium increase of no more than 9.9%, based upon account results. Health Net proposed the maximum 9.9% rate increase, reflecting account performance to date.

The Benefits Work Group reviewed the proposal and recommends approval.

Financial Considerations:

The College currently contributes 100% of the employee-only premium. Based upon an estimate of 1,350 benefit-eligible employees, the College-paid cost is projected to be $4,413,000, an increase of $398,000, with a potential total contract value of $5,503,000. Projections are based upon current enrollments and are subject to change based upon employee elections.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
SUBJECT: Contracts: Employers Dental Services and United Concordia Companies, Inc. Employee Dental Benefits

DATE: 3/12/08
ITEM NO: 19

Recommendation:

The Chancellor recommends that the Board of Governors accept the Employers Dental Services and United Concordia Companies, Inc. dental benefit proposals for the period July 1, 2008 through June 30, 2009.

Background:

Pima Community College currently provides to benefit-eligible employees the choice among two dental benefit plans, a pre-paid plan provided through a contract with Employers Dental Services, a subsidiary of the Principal Financial Group, and a preferred provider organization plan provided through a contract with United Concordia Companies, Inc (United Concordia). The College awarded these contracts in 2005 following a formal Request for Proposals.

Employers Dental Services proposed a 3.99% premium increase. United Concordia, reflecting the second year of a two-year rate proposal, proposed no premium change.

The Benefits Work Group reviewed the proposals and recommends approval.

Financial Considerations:

The College currently contributes to either plan at 100% of the employee-only pre-paid plan premium. Based upon an estimate of 1,350 benefit-eligible employees, the College-paid cost is projected to be $152,000. The potential total Employers Dental Services contract value is projected to be $130,000. The total United Concordia contract value is projected to remain at $277,000. Projections are based upon current enrollments and are subject to change based upon employee elections.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors  
FROM: Chancellor  
SUBJECT: Contract: Sun Life Financial, Inc. Employee Life Insurance Benefit  
DATE: 3/12/08  
ITEM NO: 20

The Chancellor recommends that the Board of Governor accept the Sun Life Financial, Inc. life insurance benefit proposal for the period July 1, 2008 through June 30, 2009.

Background:

Pima Community College currently provides to benefit-eligible employees term life insurance through a contract with Sun Life Financial, Inc (Sun Life). The College awarded this contract in 2005 following a formal Request for Proposals, subsequently accepting renewal proposals based upon the three-year rate guarantee provided in 2005.

Sun Life proposed a 22.4% premium increase for the College-provided term life insurance and no premium change for the optional life insurance coverage available to employees, their spouses and their children. Sun Life proposed a two-year rate guarantee.

The Benefits Work Group reviewed the proposal and recommends approval.

Financial Considerations:

The College currently provides a term life insurance benefit of 1.5 times an employee’s annual salary with a minimum benefit of $50,000. Based upon an estimate of 1,350 benefit-eligible employees, the College-paid cost is projected to be $350,000, an increase of $64,000, with a potential total contract value of $521,000. Projections are based upon current salaries and optional life insurance enrollments and are subject to change based upon employee elections and salary changes.

Contact Person:

Dr. David Bea, Executive Vice Chancellor for Administration (206-4519)
TO: Board of Governors  DATE: 3/12/08
FROM: Chancellor  ITEM NO: 21
SUBJECT: Tuition Increase

Recommendation:

The Chancellor recommends that the Board of Governors approve a reduction in the student services fee from $2.50 per credit hour to $2.00 per credit hour. The Chancellor also recommends that the Board of Governors approve an increase to in-state tuition and recommends that out-of-state tuition rates also be increased proportionate to the in-state tuition increase rate, rounded to the nearest whole dollar amount.

Background:

Administration proposes the tuition increase to help defray expected increases in personnel costs, utilities charges, license agreements, and other contractual obligations. For comparison purposes, the current Arizona Community Colleges and Universities tuition rates and preliminary FY 2008-09 increases are shown below. The preliminary average in-state tuition increase for the other Arizona Community Colleges is slightly more than $3.75 per unit, which represents a 7.1 percent increase over current year rates. Similarly, the Board of Regents has adopted tuition increases ranging from 9.3 to 12.2 percent for the state universities.

Tuition and Fee Charges for Arizona Colleges and Universities

<table>
<thead>
<tr>
<th>College Costs per Unit</th>
<th>FY 08</th>
<th>Expected Increase</th>
<th>FY 09</th>
<th>Increase %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maricopa</td>
<td>$65.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Coconino</td>
<td>$65.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Central</td>
<td>$57.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Eastern</td>
<td>$55.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mohave</td>
<td>$54.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pima</td>
<td>$51.50</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cochise</td>
<td>$47.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Yavapai</td>
<td>$49.00</td>
<td></td>
<td></td>
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<tr>
<td>Northland Pioneer</td>
<td>$44.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Western</td>
<td>$46.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Average (excluding Pima)</td>
<td>$53.56</td>
<td>$3.78</td>
<td>$57.33</td>
<td>7.1%</td>
</tr>
</tbody>
</table>

University Full Time In-State Tuition

<table>
<thead>
<tr>
<th>University</th>
<th>FY 08</th>
<th>Expected Increase</th>
<th>FY 09</th>
<th>Increase %</th>
</tr>
</thead>
<tbody>
<tr>
<td>University of Arizona</td>
<td>$4,824.00</td>
<td>$450.00</td>
<td>$5,274.00</td>
<td>9.3%</td>
</tr>
<tr>
<td>Arizona State University</td>
<td>$4,821.00</td>
<td>$588.00</td>
<td>$5,409.00</td>
<td>12.2%</td>
</tr>
<tr>
<td>Northern Arizona University</td>
<td>$4,594.00</td>
<td>$551.00</td>
<td>$5,145.00</td>
<td>12.0%</td>
</tr>
</tbody>
</table>

(Continued)
FY08 PCC Charges per unit

<table>
<thead>
<tr>
<th></th>
<th>Tuition</th>
<th>Student Services</th>
<th>Information Technology</th>
<th>Total Per Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>In-State</td>
<td>$47.00</td>
<td>$2.50</td>
<td>$2.00</td>
<td>$51.50</td>
</tr>
<tr>
<td>Out-of-State 1 to 6 units</td>
<td>$80.00</td>
<td>$2.50</td>
<td>$2.00</td>
<td>$84.50</td>
</tr>
<tr>
<td>Out-of-State 7 or more units</td>
<td>$236.00</td>
<td>$2.50</td>
<td>$2.00</td>
<td>$240.50</td>
</tr>
<tr>
<td>Out-of-State Summer</td>
<td>$153.00</td>
<td>$2.50</td>
<td>$2.00</td>
<td>$157.50</td>
</tr>
</tbody>
</table>

Financial Considerations:

A decrease of $0.50 in student services fees represents a 1.0 percent decrease in per unit charges for in-state students. Each dollar of tuition increase represents a 1.9 percent change in per unit charges for in-state students, and generates approximately $650,000 for the General Fund.

Contact Person:

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

[Signature]

Dr. Roy Flores, Chancellor
Addendum
New Appointments
Item No. 17.1
BOG 3/12/08

Faculty

Dal Pra, Joe  Instructional Faculty
Salary: $43,740  West Campus-Art
Effective: 08/20/08  Selected to fill an open position
Education: Master of Fine Arts, University of Cincinnati; Bachelor of Fine Arts, College of Mount Saint Joseph
Experience: Mr. Dal Pra has served as an adjunct faculty and sculptor technician for the University of Hartford since 1994. Previously he was an adjunct faculty at Central Connecticut State University for eight years.

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

Staff

Bracamonte, Manuel  Police Officer
Salary: $19.37 hour  Department of Public Safety
Effective: 3/17/08*  Selected to fill an open position
Education: Coursework, Criminal Justice, Pima Community College
Experience: Mr. Bracamonte has twenty years experience as a police officer and detective with the Tucson Police Department.

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 Executive Vice Chancellor for Administration.

*Contingent upon successful polygraph, physical and psychological testing.

Elias, Veronica  Program Manager, Upward Bound
Salary: $56,263  Northwest Campus
Effective: 03/24/08  Selected to fill a new position
Education: Bachelor of Arts, Cultural Anthropology, University of Arizona; Master of Arts, Educational Leadership, Northern Arizona University
Experience: Ms. Elias has over sixteen years of experience working with at-risk students with a grant funded program through Tucson Unified School District. Her most recent position is Director of Operations with a local charter school.

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

(Continued)
Ortega, Rosemary  
**Program Coordinator, Upward Bound**  
Salary: $39,255  
Effective: 04/28/08  
Selected to fill a new position  
Education: Bachelor of Arts, Anthropology, University of Florida; Master of Science, Higher Education Administration; Florida State University  
Experience: Ms. Ortega has two years of experience as a program coordinator with Florida State University. She has experience working with the admission, orientation, and adjustment of first generation students.  
Recruitment Overview:  
An external recruitment was conducted. Fourteen complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by the Campus President.

Serrano, Guadalupe  
**Support Technician, Upward Bound**  
Hourly Rate: $13.37  
Effective: 03/17/08  
Selected to fill a new position  
Education: Coursework, Communications, University of Arizona; Associate of Arts, Liberal Arts, Pima Community College  
Experience: Ms. Serrano has been a temporary employee with Pima Community College for more than seven years. She has student services and fiscal support experience.  
Recruitment Overview:  
An external recruitment was conducted. Twenty-six complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by the Campus President.

Contact Person:

Dr. Raul Ramirez, Vice Chancellor for Human Resources (206-4562)
Addendum
Administrator Appointments
Item No. 17.2
BOG 3/12/08

Joseph Terry Sawma, Ed.D
Dean of Adult Education
(Administrator)

Salary: $104,020*
Community Campus

Effective: On or after March 12, 2008
Selected for Regular Assignment

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

Education: Doctor of Education, Higher Education Administration, Baylor University, Waco, Texas; Master of Arts, Biology, State University College of New York at Buffalo, New York; Bachelor of Science, Biology, State University College of New York at Buffalo

Experience: Since 2004, Dr. Sawma has been the Vice President for Student Services, Continuing Education and Workforce at Kingwood College, North Harris Montgomery Community College in Kingwood, Texas. From 2001-2004, he was the Vice President for Continuing Education and Workforce at Kingwood College.

Prior experience includes the position of Associate Dean, Social and Health Sciences, Tomball College, North Harris Montgomery Community College in Tomball, Texas from 1998-2001. From 1996-1998, Dr. Sawma was the District Director for New Program Development with the North Harris Montgomery Community College District.

From 1995-1996, Dr. Sawma was the National Research Coordinator with the United States Department of Education, Advanced Technology Education at Texas State Technical College in Waco, Texas. From 1994-1995 he was the Dean of Applied Science and Technology with Palo Alto College in San Antonio, Texas. He was the Program Director, Biotechnology Kingwood College, North Harris Montgomery Community College from 1990-1994.

Prior to moving to Texas, Dr. Sawma was an Associate Professor and Program Director of Medical Technology at Jefferson Community College in Watertown, New York from 1975 to 1989.

In 1992, Dr. Sawma received the Teacher Experience Award at Kingwood College and the NISOD Award for Teaching Experience. In 2006-2007, he was the President of the National Alliance of Community and Technical Colleges. He is a member of the American Association of Collegiate Registrars and Admission Officers and the National Council for Workforce Education and the American Association of Community Colleges. He has also been active in other professional and community organizations.

(Continued)
Recruitment Overview:
The position was advertised nationally; fifty-eight completed applications were reviewed. Following a review of the application materials, two candidates were interviewed by an advisory committee, participated in an open forum, and were interviewed by the Chancellor.

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

Dr. Roy Flores, Chancellor
Addendum
Adjunct Faculty Appointments
Item No. 17.4
BOG 03/12/08

Booth, William R.  
Discipline(s): Art for Personal Development (Developmental), Educational Technology  
Education: Coursework, Art, University of Arizona; Bachelor of Science in Education, Elementary Education, Northern Arizona University; Master of Arts, Educational Technology, University of Northern Colorado  
Experience: Mr. Booth has eight years of experience as an instructional designer with Regis University and as a curriculum designer with Grand Canyon University. Currently, Mr. Booth is employed with Pima Community College as an instructional designer.

Broome, Rachael C.  
Discipline(s): Writing  
Education: Bachelor of Arts, Education, Master of Arts, Teaching and Teacher Education, University of Arizona  
Experience: Ms. Broome is currently a department chair and teacher for San Miguel High School. Previous positions include teaching assistant for Tucson Unified School District, adjunct for Pima Community College, and volunteer coordinator for Sahuaro Girl Scout Council.

Cabello, George T.  
Discipline(s): Spanish  
Education: Bachelor of Arts, Spanish, Master of Arts, Spanish, California State University, Fresno; Doctor of Philosophy, Spanish, University of Arizona  
Experience: Dr. Cabello has thirty-one years of experience as a professor of Spanish at Portland State University and two years of experience as an assistant professor of Spanish at Franklin Pierce College in New Hampshire. He is currently retired.

Cuffari, Joseph V.  
Discipline(s): Business and Management  
Education: Master of Arts, Management, Webster University; Doctor of Philosophy, Management, California Coast University, Santa Ana, California  
Experience: Mr. Cuffari has ten years of experience teaching criminal justice. He is currently employed at the Department of Justice as Assistant Special Agent in Charge.

DeWitt, Meghan M.  
Discipline(s): Mathematics  
Education: Bachelor of Science, Mathematics, Brigham Young University; Master of Science, Mathematics, University of Wisconsin-Madison  
Experience: Ms. DeWitt has more than three years of teaching experience. She was employed with Brigham Young University as a grader and teacher assistant. Currently, Ms. DeWitt is employed with the University of Wisconsin-Madison as a teacher assistant in the math department.

(Continued)
Graves, Timothy A.  CC
Discipline(s): Fire Science (Occupational/Workforce)
Education: Associate of Applied Science, Fire Science, Pima Community College
Experience: Mr. Graves has ten years of teaching experience. He was employed with the State Fire Marshall’s Office as instructor of truck company functions. Currently, Mr. Graves is the training captain with Northwest Fire District.

Haydee, Hernandez  CC
Discipline(s): Education and Structured English Immersion (Developmental)
Education: Bachelor of Arts in Education, Elementary Education, University of Arizona; Master of Education, Educational Leadership, Northern Arizona University
Experience: Ms. Haydee has more than fifteen years of teaching experience. She was employed with YMCA as the head teacher for preschool. Currently, Ms. Haydee is employed with Tucson Unified School District as a 1st grade teacher.

Hennings, James R.  CC
Discipline(s): Education
Education: Bachelor of Science, Social Studies and History, Frostburg State College; Master of Education, Education, Bowie State College
Experience: Mr. Hennings has more than twenty years of experience at the elementary school level as a teacher and administrator. He also has eight years of teaching experience at the community college level. Currently, Mr. Hennings is an adjunct faculty member with Northern Arizona University.

Herron, Jeannette T.  CC
Discipline(s): Childhood Development Associate, Early Childhood Education, and Education
Education: Bachelor of Arts, Education, Master of Education, Elementary Education, University of Arizona
Experience: Ms. Herron has more than twenty years of teaching experience, and more than ten years of experience as Assistant Principal and Principal with Tucson Unified School District.

Imad, Mays  CC
Discipline(s): Biology
Education: Bachelor of Arts, Philosophy, Doctor of Philosophy, Cellular and Clinical Neurobiology, University of Michigan, Dearborn
Experience: Ms. Imad has more than four years of experience in biology. She was employed with Wayne State University as a research assistant. Currently, Ms. Imad is employed with the University of Arizona as a research assistant.

Ingram, Charles M.  WC
Discipline(s): Optical Science, Mathematics (Developmental)
Education: Bachelor of Science, Optical Engineering, Master of Science, Optical Sciences, University of Arizona
Experience: Mr. Ingram has three years of experience as a graduate research assistant at the University of Arizona Center for Gamma-Ray Imaging. He is currently employed as a research specialist in the radiology department at the University of Arizona.

Johnston, Marc P.  DV
Discipline(s): Student Success

(Continued)
Education: Bachelor of Science, Biology, Master of Arts, Student Affairs Administration, Michigan State University
Experience: Mr. Johnston is currently a director for University of Arizona. He has previous experience as Program Administrator for New York University and Academic Specialist for Michigan State University.

Kuharski, Wade H. CC
Discipline(s): Truck Driving Training (Occupational/Workforce)
Education: Commercial Driver’s License, Class A, State of Arizona
Experience: Mr. Kuharski has more than twenty years of experience teaching commercial driving. He was employed with DSW-HDS as a driver and trainer. Most recently, Mr. Kuharski was a self-employed driver for B&M Construction.

Martinez, LeJon P. CC
Discipline(s): Truck Driving Training (Occupational/Workforce)
Education: Commercial Driver’s License, Class A, State of Arizona
Experience: Mr. Martinez has more than eight years of experience in commercial driving. He was employed with Solar Industries as a freight transportation driver. Currently, Mr. Martinez is employed with Fed Ex Freight as a freight transportation driver.

McConnell, Michael B. CC
Discipline(s): Truck Driving Training (Occupational/Workforce)
Education: Commercial Driver’s License, Class A, State of Arizona
Experience: Mr. McConnell has four years of teaching experience with Pima Community College.

Payne, Alina R. DV
Discipline(s): Business/Management
Education: Bachelor of Arts, Economics, University of California, San Diego; Master of Arts, Business Management, Webster University; Doctor of Philosophy, Applied Management and Decision Sciences, Walden University
Experience: Dr. Payne is currently an instructor for Middlesex Community College. Previous experience includes Instructor and Adjunct for Manchester Community College, and Connecticut Community College Fellow for Connecticut Community College.

Peru, Rachel S. CC
Discipline(s): Education
Education: Bachelor of Arts, Communication, University of Arizona; Master of Arts in Education, Elementary Teacher Education, University of Phoenix
Experience: Ms. Peru has seven years of experience in teaching. She was employed with Indian Oasis Intermediate School as a 5th grade teacher and Tucson Unified School District (Grijalva Elementary) as a 3rd grade teacher. Currently, Ms. Peru is with Tucson Unified School District Maxwell Middle School as an ESL, reading, and language arts teacher.

Ruiz, Scott K. CC
Discipline(s): Truck Driving Training (Occupational/Workforce)
Education: Commercial Driver’s License, Class A, State of Arizona

(Continued)
Experience: Mr. Ruiz has nine years of experience in commercial driving. He was employed with Solar Industries as a logistics manager. Currently, Mr. Ruiz is a pickup and delivery driver for FedEx Freight.

Smith, Kerridan A.  
Discipline(s): Education for Workforce (Occupational/Workforce)  
Education: Bachelor of Education, History, University of Arizona  
Experience: Ms. Smith has nine years of teaching experience. She was employed with the Arizona Historical Society as an education assistant and teacher. In addition, she was employed with Amphitheater School District as a history teacher. Currently, Ms. Smith is employed with Assessment Technology Inc. as Instructional Development and Training Director.

Valencia, Angela A.  
Discipline(s): Early Childhood Education  
Education: Bachelor of Science, Recreation Management, Arizona State University; Master of Education, Early Childhood Education, Northern Arizona University  
Experience: Ms. Valencia's experience includes: Instructional Coach K-5 and First Grade Teacher, Tucson Unified School District #1; Kindergarten Teacher/Staff Development, and First and Second Grade Teacher/Staff Development, Dysart Unified School District; Early Childhood Director, Mesa School District; Pre-Kindergarten Teacher/Coordinator, Madison School District; and Teens In Action Teacher/Director, Campfire Boys and Girls Club.

Wells, Randall L.  
Discipline(s): Aviation  
Education: Bachelor of Arts, Management Information Systems, University of Arizona  
Experience: Mr. Wells has the following experience: Information Technology Director, Hamilton Aerospace Technology; Network Administrator, Hamilton Aerospace Technology; Pilot in Training, Great Lakes Aviation; Network Administrator, Child and Family Resources; Pilot in Training, Air Midwest Airlines; Pilot in Training, Great Lakes Aviation; Flight Instructor, Tucson AeroService Center; Systems Administrator, Mintec, Inc.; and President, Programming Specialists, Inc.

Winslow, Jay R.  
Discipline(s): Writing  
Education: Bachelor of Arts, English, Master of Arts, English, University of Arizona  
Experience: Mr. Winslow is currently an English teacher for Sunnyside Unified School District.

Wojsko, Marcia M.  
Discipline(s): Business, Management, and Marketing  
Education: Bachelor of Science, Restaurant Management, Kansas State University; Master of Business Administration, Business Administration, Sam Houston University  
Experience: Ms. Wojsko has five years of experience in teaching. Currently, Ms. Wojsko is employed with Pima Community College as Curriculum Coordinator and with the University of Phoenix as an instructor for economics.

(Continued)
Contact Person:

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

Dr. Roy Flores, Chancellor
Addendum
Temporary Appointments
Item No. 17.5
BOG 3/12/08

Allen, Scott M. Lab Assistant NW
Education: Coursework, Biology, University of Arizona; Associate of Science, Biology, Front Range Community College
Experience: Mr. Scott is currently employed in the Chandler Lab/Bio5 building through the Plant Sciences Department. He has performed maize DNA plate preparations, PCR and general lab cleaning and stocking duties.

Bitson Andrew J. Lab Specialist WC
Education: Coursework, Computer Science, University of Arizona and Pima Community College
Experience: Mr. Bitson has had experience programming computers for eight years and is proficient in various operating systems and current software. His skills include the ability to network small computers, do small-scale personal computer repair, and installing drivers for proper use of new equipment. His skills will enable the Digital Arts labs to remain open and operating at hours that best serve the students.

Contapay, Trey Support Assistant EC
Education: Coursework, Emergency Medical Technician, Pima Community College
Experience: Mr. Contapay has fourteen months experience as an EMT-B with Compass Health Care. He is a state certified EMT-B.

Gregory, Heath Support Assistant EC
Education: Coursework, Emergency Medical Technical and HAZMAT and Wildland, Pima Community College
Experience: Mr. Gregory has five accumulative years of experience in emergency medicine, EMTPCP in the Cardiac ICU unit at UMC, EMT-B Southwest International Raceway, and emergency room experience at TMC. He is a state and nationally certified EMT-B.

Lamparzyk, Patricia Nursing Instructor DV
Education: Associate in Applied Science, Nursing, Glendale Community College; Bachelor of Arts, Nursing, University of Phoenix
Employment: Ms. Lamparzyk has over thirty five years experience in nursing and twenty years as a school nurse. She has also taught nursing assistant programs in Arizona. She has a current Arizona registered nurse license in good standing.

Manion, Vanessa Noncredit Staff CC
Education: Bachelor of Arts, French, York University; Master of Arts, Spanish, Wayne State University; Master of Education, University of Arizona; Master of Arts, General Linguistics, Wayne State University
Experience: Ms. Manion is currently employed by Tucson Unified School District teaching high school Spanish. Prior to that she worked as an editor for a university-based publication. She has participated in many immersion/exchange programs in

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Mexico, Spain, France and Canada. Ms. Manion is fluent in English, Spanish and French.

**O’Brien, Joseph**  
**Support Assistant**  
**EC**  
**Education:** Coursework, Emergency Medical Technician, Pima Community College  
**Experience:** Mr. O’Brien has eight months of experience working for Rural Metro Fire and is currently working at Tubac Fire District. He is a state and nationally certified EMT-B.

**Reedy, Ben**  
**Support Assistant**  
**EC**  
**Education:** Coursework, Emergency Medical Technician, Pima Community College  
**Experience:** Mr. Reedy has five accumulative years of experience as a volunteer wrestling coach for Wilson K-8 and Amphi Junior School. He is a state and nationally certified EMT-B.

**Rogers, J. Jill**  
**Noncredit Staff**  
**CC**  
**Education:** Bachelor of Science, Dance, Indiana University; Master of Science, Education, Eastern Illinois University  
**Experience:** Ms. Rogers has over five years of experience planning educational outreach events and camps for young people. She also holds a K-9 teaching certification. Ms. Rogers has more than twenty years of experience teaching/directing and choreographing performing arts events. She has managed volunteers and well as paid staff and has been successful in receiving grant funds to support children’s programming.

**Tillman, Amanda E.**  
**Lab Assistant**  
**NW**  
**Education:** Coursework, Nursing, Pima Community College.  
**Experience:** Ms. Tillman has worked at PetSmart and experience medicating ill animals in a hospital-like setting. She has also volunteered at Urgent Care.

**Contact Person:**

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