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

Pursuant to A.R.S. § 15-1443 and A.R.S. § 38-431.03 notice is hereby given to the
genral public that the Pima County Community College District Board of Governors will
hold a REGULAR MEETING on the 14th day of May, 2008, at 7:00 p.m. The meeting will
be held in the Community/Board Room, District Office, 4905 E. Broadway, Tucson,
Arizona 85709-1010. A Regular Meeting Agenda is attached.

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

Dated this 8th day of May 2008.

PIMA COUNTY COMMUNITY COLLEGE DISTRICT

By: Roy Flores

Distribution:

Buildings: City
County

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

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

General Matters/Reports

1. Call to Order
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 June 11, 2008
8. Report — Secretary of the Board
General Matters (Continued)

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

Information Items

12. Separations from Employment
13. Student Aide Hires
14. Fiscal Year 2008/09 Changes in Student Fees

Action Items

15. Approval of Minutes
   A. Special Meeting of March 31, 2008
   B. Special Meeting of April 9, 2008
   C. Regular Meeting of April 9, 2008
16. Consent Agenda
   16.1 New Appointments
   16.2 Administrator Appointments
   16.3 Adjunct Faculty Appointments
   16.4 Temporary Appointments
   16.5 BP-1302: Signature Authority for Contracts – Final Reading
   16.6 BP-2601: Acquisition, Lease, Lease/Purchase and Management of Equipment, Personal Property and Services Board Policy – DELETE Final Reading
   16.7 Grant Proposal: Arizona Department of Education Adult Education Services, Pima College Adult Education (PCAE) Program
   16.8 Grant Proposal: The Motorola Foundation, The InterVention Program
Action Items (Continued)

16.9 Curriculum Recommendation – Program Inactivation:
Advanced Educational Technology – Certificate

16.10 Contract: Metro Networks

16.11 Contract: Western Web & Graphics Inc.
Non-Credit Schedule of Classes for Fiscal Year 2008/2009

16.12 Contract: Western Web & Graphics Inc.
Credit Schedules of Classes for Fiscal Year 2008/2009

16.13 Contract: Oracle Software License and Services

16.14 Library Participation in Cooperative Buying Program with
Community College Library Consortium

16.15 Lease of Property: Eastside Learning Center — 1620 South Alvernon

16.16 Construction Force Account Limit Increase

Other Action Items

17. Fiscal Year 2008/2009 Proposed Budget

18. Capital Budget Plan for Fiscal Year 2009 and 2010

19. Target Corporation Foreign Trade Zone Application


Adjournment

Public Hearing
June 11, 2008, 6:30 p.m.
District Office
Community Board Room
4905C East Broadway
Tucson, AZ 85709-1010

Special Meeting
June 11, 2008, 6:45 p.m.
District Office
Community Board Room
4905C East Broadway
Tucson, AZ 85709-1010

Regular Meeting
June 11, 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

DATE: 5/14/08
ITEM NO: 1-10

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 June 11, 2008
8. Report—Secretary of the Board
9. Report—Pima County Representative to the
   Arizona Association of District Governing Boards (A.A.D.G.B.)
10. Report—Chancellor
TO:      Board of Governors      DATE:  5/14/08
FROM:    Chancellor        ITEM NO:   11
SUBJECT: Monthly Financial Statements through March 2008

Recommendation:

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

OPERATIONAL SUMMARY

The fiscal year continues to progress as expected, with positive net assets reported through the end of March. As indicated in the Statement of Revenues, Expenses, and Changes in Net Assets, the increase in net assets through month end is approximately $10.7 million. This is higher than the March 2007 net assets increase of $9.5 million, but consistent with our expectations.

In terms of operational performance, General Fund revenues and expenditures are consistent with our expectations for this point in the year. Personnel services expenditures and commitments are 90.0 percent of the budget, which is slightly lower than at the same point last year. Services and supplies expenditures and commitments are approximately 78.4 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 March are $166.5 million, which is an increase of $12.0 million compared to the same period last year. Principally, this increase is due to the decrease in total liabilities from the retirement of long-term debt.

Contact Person:

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

Dr. Roy Flores, Chancellor
## PIMA COUNTY COMMUNITY COLLEGE DISTRICT

### Statement of Net Assets
For the Month Ended March 31, 2008

<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>$56,362,149</td>
<td>$70,220,222</td>
</tr>
<tr>
<td>Short-term Investments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Receivables</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property Taxes</td>
<td>$2,413,124</td>
<td>$2,574,357</td>
</tr>
<tr>
<td>Accounts (net of allowances)</td>
<td>$2,269,028</td>
<td>$2,265,355</td>
</tr>
<tr>
<td>Government Grants and Contracts</td>
<td>$1,050,384</td>
<td>$1,027,749</td>
</tr>
<tr>
<td>Student Loans (net of allowances)</td>
<td>$2,673,877</td>
<td>$1,003,523</td>
</tr>
<tr>
<td>Other</td>
<td>$8,981,766</td>
<td>$10,507,885</td>
</tr>
<tr>
<td>Inventories</td>
<td>$545,679</td>
<td>$3,720,456</td>
</tr>
<tr>
<td>Prepaid Expenses</td>
<td>$15,882,052</td>
<td>$121,308,753</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>$62,405,088</td>
<td>$77,401,553</td>
</tr>
<tr>
<td><strong>Noncurrent Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Restricted Cash and Cash Equivalents</td>
<td>$8,981,766</td>
<td>$10,507,885</td>
</tr>
<tr>
<td>Notes Receivable (net of allowances)</td>
<td>$1,785,233</td>
<td>$1,532,816</td>
</tr>
<tr>
<td>Other Long-term Investments</td>
<td>$2,673,877</td>
<td>$3,720,456</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>$14,897,591</td>
<td>$121,308,753</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>$3,699,817</td>
<td>$4,750,215</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>$2,673,877</td>
<td>$158,858,027</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>$65,078,965</td>
<td>$236,259,580</td>
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</table>

<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>$2,322,954</td>
<td>$4,589,446</td>
</tr>
<tr>
<td>Accounts Payable and Accrued Liabilities</td>
<td>$1,054,167</td>
<td>$1,808,373</td>
</tr>
<tr>
<td>Deposits Held in Custody</td>
<td>$412,213</td>
<td>$55,700</td>
</tr>
<tr>
<td>Current Portion of Long-term Liabilities</td>
<td>$3,285,915</td>
<td>$3,867,133</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td>$6,663,036</td>
<td>$10,264,952</td>
</tr>
<tr>
<td><strong>Noncurrent Liabilities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deferred Revenue</td>
<td>$10,522</td>
<td>$5,570</td>
</tr>
<tr>
<td>Long-term Liabilities</td>
<td>$3,182,200</td>
<td>$71,532,038</td>
</tr>
<tr>
<td><strong>Total Noncurrent Liabilities</strong></td>
<td>$3,192,722</td>
<td>$71,537,608</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td>$9,855,758</td>
<td>$81,082,560</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>Invested in Capital Assets (net of related debt)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Restricted for:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Loans</td>
<td>$1,747,966</td>
<td>$1,591,381</td>
</tr>
<tr>
<td>Debt Service</td>
<td>$9,557,110</td>
<td>$10,973,163</td>
</tr>
<tr>
<td>Grants and Contracts</td>
<td>$681,253</td>
<td>$4,232,614</td>
</tr>
<tr>
<td>Unrestricted</td>
<td>$55,223,207</td>
<td>$64,787,992</td>
</tr>
<tr>
<td><strong>Total Net Assets</strong></td>
<td>$55,223,207</td>
<td>$154,457,020</td>
</tr>
</tbody>
</table>
## PIMA COUNTY COMMUNITY COLLEGE DISTRICT

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

For the Month Ended March 31, 2008

<table>
<thead>
<tr>
<th>OPERATING REVENUES</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>General</td>
<td>Auxiliary and Restricted</td>
</tr>
<tr>
<td>1 Tuition and Fees</td>
<td>$35,843,303</td>
<td>$1,044,226</td>
</tr>
<tr>
<td>2 Federal Grants and Contracts</td>
<td>$18,073,413</td>
<td>$18,073,413</td>
</tr>
<tr>
<td>3 State and Local Grants and Contracts</td>
<td>$2,514,590</td>
<td>$1,517,266</td>
</tr>
<tr>
<td>4 Auxiliary Enterprises</td>
<td>$1,659,098</td>
<td>$1,659,098</td>
</tr>
<tr>
<td>5 Commission and Rents</td>
<td>$23,000</td>
<td>$202,986</td>
</tr>
<tr>
<td>6 Other Operating Revenues</td>
<td>$803,538</td>
<td>$74,125</td>
</tr>
<tr>
<td>7 Total Operating Revenues</td>
<td>$39,184,431</td>
<td>$20,500,888</td>
</tr>
</tbody>
</table>

### OPERATING EXPENSES

<table>
<thead>
<tr>
<th>Educational and General</th>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 Instruction</td>
<td>$34,624,283</td>
<td>$3,109,025</td>
</tr>
<tr>
<td>9 Academic Support</td>
<td>$17,189,656</td>
<td>$1,930,902</td>
</tr>
<tr>
<td>10 Student Services</td>
<td>$12,787,460</td>
<td>$956,493</td>
</tr>
<tr>
<td>11 Institutional Support</td>
<td>$18,019,137</td>
<td>$(72,975)</td>
</tr>
<tr>
<td>12 Operation and Maintenance of Plant</td>
<td>$7,857,705</td>
<td>$11,281</td>
</tr>
<tr>
<td>13 Depreciation</td>
<td>$6,711,678</td>
<td>$(72,975)</td>
</tr>
<tr>
<td>14 Student Financial Aid</td>
<td>$1,664,031</td>
<td>$15,179,065</td>
</tr>
<tr>
<td>16 Total Operating Expenses</td>
<td>$92,142,272</td>
<td>$21,451,555</td>
</tr>
</tbody>
</table>

### NONOPERATING REVENUES (EXPENSES)

<table>
<thead>
<tr>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Appropriations</td>
<td>$14,695,125</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>$47,929,174</td>
</tr>
<tr>
<td>State Shared Sales Taxes</td>
<td>$1,949,857</td>
</tr>
<tr>
<td>Gifts</td>
<td>$0</td>
</tr>
<tr>
<td>Investment Income</td>
<td>$1,288,115</td>
</tr>
<tr>
<td>23 Net Nonoperating Revenues</td>
<td>$64,552,414</td>
</tr>
<tr>
<td>Income before Other Revenues, Expenses, Gains, or Losses</td>
<td>$11,594,573</td>
</tr>
<tr>
<td>25 Transfers</td>
<td>$(4,136,733)</td>
</tr>
<tr>
<td>26 Capital Appropriations</td>
<td>$3,198,900</td>
</tr>
<tr>
<td>27 Capital Gifts and Grants</td>
<td>0</td>
</tr>
<tr>
<td>28 Increase (Decrease) in Net Assets</td>
<td>$7,457,840</td>
</tr>
</tbody>
</table>

### NET ASSETS

<table>
<thead>
<tr>
<th>FY 2007/08</th>
<th>FY 2006/07</th>
</tr>
</thead>
<tbody>
<tr>
<td>29 Net Assets - Beginning of Year</td>
<td>$47,765,367</td>
</tr>
</tbody>
</table>
## Summary of Expenditures and Encumbrances - General Fund - Budget and Actual

**For the Month Ended March 31, 2008**

### EXPENDITURES BY FUNCTION

<table>
<thead>
<tr>
<th>Category</th>
<th>Budget</th>
<th>Adjusted Committed</th>
<th>% of Budget</th>
<th>Available Budget</th>
<th>Total Committed</th>
<th>% of Available</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Educational and General</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>$48,338,982</td>
<td>$43,474,996</td>
<td>89.9%</td>
<td>$4,863,986</td>
<td>$42,612,664</td>
<td>91.0%</td>
</tr>
<tr>
<td>Academic Support</td>
<td>$27,122,125</td>
<td>$22,554,059</td>
<td>82.8%</td>
<td>$4,568,067</td>
<td>$21,947,829</td>
<td>97.1%</td>
</tr>
<tr>
<td>Student Services</td>
<td>$19,246,493</td>
<td>$17,084,915</td>
<td>88.8%</td>
<td>$2,161,578</td>
<td>$17,441,563</td>
<td>97.4%</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>$29,490,537</td>
<td>$22,918,335</td>
<td>77.7%</td>
<td>$6,572,202</td>
<td>$21,469,969</td>
<td>81.4%</td>
</tr>
<tr>
<td>Operation and Maintenance of Plant</td>
<td>$12,950,698</td>
<td>$9,833,296</td>
<td>75.9%</td>
<td>$3,117,402</td>
<td>$9,236,252</td>
<td>89.1%</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>$1,769,165</td>
<td>$1,664,031</td>
<td>94.1%</td>
<td>$105,134</td>
<td>$1,776,591</td>
<td>99.1%</td>
</tr>
<tr>
<td><strong>Other Expenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfers</td>
<td>$4,137,000</td>
<td>$4,136,733</td>
<td>100.0%</td>
<td>$267</td>
<td>$6,486,500</td>
<td>99.1%</td>
</tr>
<tr>
<td>Fund balance reserved for contingency</td>
<td>$3,000,000</td>
<td></td>
<td></td>
<td>$3,000,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenditures by Function</strong></td>
<td>$146,055,000</td>
<td>$121,666,365</td>
<td>83.3%</td>
<td>$24,388,635</td>
<td>$120,971,368</td>
<td>85.9%</td>
</tr>
</tbody>
</table>

### EXPENDITURES BY ACCOUNT

<table>
<thead>
<tr>
<th>Category</th>
<th>Budget</th>
<th>Adjusted Committed</th>
<th>% of Budget</th>
<th>Available Budget</th>
<th>Total Committed</th>
<th>% of Available</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Personal Services</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrative Personnel</td>
<td>$6,631,000</td>
<td>$6,617,693</td>
<td>99.8%</td>
<td>$13,307</td>
<td>$6,143,286</td>
<td>100.0%</td>
</tr>
<tr>
<td>Faculty</td>
<td>$22,125,993</td>
<td>$20,371,105</td>
<td>92.1%</td>
<td>$1,754,888</td>
<td>$20,164,811</td>
<td>96.2%</td>
</tr>
<tr>
<td>Classified Staff</td>
<td>$36,356,000</td>
<td>$34,900,910</td>
<td>96.0%</td>
<td>$1,455,090</td>
<td>$33,653,984</td>
<td>96.2%</td>
</tr>
<tr>
<td>Additional Compensation - Faculty</td>
<td>$979,150</td>
<td>$751,497</td>
<td>76.7%</td>
<td>$227,653</td>
<td>$637,374</td>
<td>74.8%</td>
</tr>
<tr>
<td>Other Compensation</td>
<td>$5,233,352</td>
<td>$5,232,352</td>
<td>100.0%</td>
<td>$1,000</td>
<td>$5,456,010</td>
<td>100.0%</td>
</tr>
<tr>
<td>Adjunct Faculty</td>
<td>$13,243,246</td>
<td>$13,166,226</td>
<td>99.4%</td>
<td>$77,020</td>
<td>$12,460,554</td>
<td>99.9%</td>
</tr>
<tr>
<td>Student Employment</td>
<td>$339,601</td>
<td>$301,773</td>
<td>88.9%</td>
<td>$37,828</td>
<td>$283,180</td>
<td>80.1%</td>
</tr>
<tr>
<td>Fringe Benefits</td>
<td>$20,699,598</td>
<td>$20,672,295</td>
<td>99.4%</td>
<td>$7,020</td>
<td>$13,129,557</td>
<td>71.9%</td>
</tr>
<tr>
<td><strong>Total Personal Services</strong></td>
<td>$105,607,940</td>
<td>$95,020,850</td>
<td>90.0%</td>
<td>$10,587,090</td>
<td>$91,928,806</td>
<td>92.4%</td>
</tr>
<tr>
<td><strong>Services and Supplies</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Communications and Utilities</td>
<td>$5,788,052</td>
<td>$4,240,025</td>
<td>73.3%</td>
<td>$1,548,027</td>
<td>$3,897,470</td>
<td>76.5%</td>
</tr>
<tr>
<td>Travel</td>
<td>$2,473,995</td>
<td>$1,491,620</td>
<td>60.3%</td>
<td>$982,375</td>
<td>$1,556,482</td>
<td>62.2%</td>
</tr>
<tr>
<td>Contractual Services</td>
<td>$9,333,485</td>
<td>$8,750,982</td>
<td>93.8%</td>
<td>$582,503</td>
<td>$8,961,083</td>
<td>90.5%</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>$6,184,730</td>
<td>$5,523,976</td>
<td>87.0%</td>
<td>$650,754</td>
<td>$3,680,136</td>
<td>52.3%</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>$1,769,000</td>
<td>$1,664,031</td>
<td>94.1%</td>
<td>$104,969</td>
<td>$1,776,591</td>
<td>99.4%</td>
</tr>
<tr>
<td>Current Fixed Charges</td>
<td>$2,363,584</td>
<td>$2,283,032</td>
<td>92.3%</td>
<td>$160,552</td>
<td>$2,178,107</td>
<td>100.0%</td>
</tr>
<tr>
<td><strong>Total Services and Supplies</strong></td>
<td>$27,912,846</td>
<td>$21,873,666</td>
<td>78.4%</td>
<td>$6,039,180</td>
<td>$22,249,869</td>
<td>76.5%</td>
</tr>
<tr>
<td><strong>Capital Equipment</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfers</td>
<td>$4,137,000</td>
<td>$4,136,733</td>
<td>100.0%</td>
<td>$267</td>
<td>$6,486,500</td>
<td>99.1%</td>
</tr>
<tr>
<td>Other Expenditures</td>
<td>$1,075,000</td>
<td>$377,454</td>
<td>35.1%</td>
<td>$697,546</td>
<td>$208,055</td>
<td>21.5%</td>
</tr>
<tr>
<td>Contingency and Reserves</td>
<td>$6,844,719</td>
<td></td>
<td></td>
<td>$6,844,719</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenditures by Account</strong></td>
<td>$146,055,000</td>
<td>$121,666,365</td>
<td>83.3%</td>
<td>$24,388,635</td>
<td>$120,971,368</td>
<td>85.9%</td>
</tr>
</tbody>
</table>
TO: Board of Governors
FROM: Chancellor
SUBJECT: Separations from Employment

Recommendation:

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

Retirements

Golden, Bonnie J.
Ed Support Faculty
DC-Division Dean of Students
Effective: 06/02/08

Bonnie Golden began her career with Pima Community College in 1984. Bonnie served the College in the positions of temporary Training Facilitator and Educational Support Faculty where she remained until her retirement.

Homan, Mark S.
Instructional Faculty
WC-Social Services
Effective: 05/20/08

Mark Homan began his career with Pima Community College in 1978. Mark served the College in the positions of Substitute Instructor, Adjunct Faculty and Instructional Faculty where he remained until his retirement.

Separations from Employment

Camacho, Wayne F.
Police Officer
DPS-Operations
Effective: 3/24/08
Reason: Personal

(Continued)
Munger, Larry R.
Public Safety Dispatcher
DPS-Operations
Effective: 4/27/08
Reason: Family

Rodenkirch, David E.
Program Manager
CC-Asett Center
Effective: 6/02/08
Reason: Relocation

Sabori, Ernest C.
Community Service Officer
DPS-Operations
Effective: 3/21/08
Reason: Other employment

Contact Person:

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

Dr. Roy Flores, Chancellor
TO:       Board of Governors       DATE:     5/14/08
FROM:    Chancellor       ITEM NO:    13
SUBJECT: Student Aide Hires

Recommendation:

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

Chadwick  Collin
Dow       Ana
Gutierrez Carla
Hijazi    Shadi
Montano  Damaris
Porrazzo Diane
Reyes Alapizco Maria
Torres   Maria

Contact Person:

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

[Signature]
Dr. Roy Flores, Chancellor
TO: Board of Governors  
FROM: Chancellor  
SUBJECT: Fiscal Year 2008/09 Changes in Student Fees  

Information:

The attached charges are cost recovery fees that support instructional delivery costs associated with specific courses, tests, or services. Most of the changes reflect the addition of new courses that have associated services or consumable supplies costs. The last sheet indicates increases and reductions to currently existing fees. The attached list has been reviewed by the Chancellor and he has approved these changes in student charges for fiscal year 2009.

Contact Person:

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

Dr. Roy Flores, Chancellor
## New Course Fees

<table>
<thead>
<tr>
<th>Course</th>
<th>Course Name</th>
<th>Fee Type</th>
<th>Proposed New Fee</th>
<th>What the fees are for</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 298 T4</td>
<td>Individual Projects in Photography</td>
<td>Instructional Materials</td>
<td>$45.00</td>
<td>Supplies: digital paper, ink sets, batteries, memory cards, etc.</td>
</tr>
<tr>
<td>ART 232</td>
<td>Digital Photography II</td>
<td>Instructional Materials</td>
<td>$45.00</td>
<td>Supplies: digital paper, ink sets, batteries, memory cards, etc.</td>
</tr>
<tr>
<td>ART 262</td>
<td>Ceramics IV</td>
<td>Instructional Materials</td>
<td>$35.00</td>
<td>Supplies: glazes, processing chemicals, plaster, clay, molding bricks</td>
</tr>
<tr>
<td>AUT 100</td>
<td>Small Engine Troubleshoot &amp; Repair</td>
<td>Consumable Supplies</td>
<td>$10.00</td>
<td>Supplies: gasoline, shop towels, rags, replacement parts, hand tools, floor dry, batteries, etc.</td>
</tr>
<tr>
<td>AUT 170</td>
<td>Structural Analysis and Repair</td>
<td>Consumable Supplies</td>
<td>$25.00</td>
<td>Shop supplies for new certificate program: paint, primers, sanding equipment (tape, paper), bondo, etc.</td>
</tr>
<tr>
<td>AUT 171</td>
<td>Non-Structural Analysis and Repair</td>
<td>Consumable Supplies</td>
<td>$25.00</td>
<td>Shop supplies for new certificate program: paint, primers, sanding equipment (tape, paper), bondo, etc.</td>
</tr>
<tr>
<td>AUT 172</td>
<td>Introduction to Mech and Electrical Systems</td>
<td>Consumable Supplies</td>
<td>$25.00</td>
<td>Shop supplies for new certificate program: paint, primers, sanding equipment (tape, paper), bondo, etc.</td>
</tr>
<tr>
<td>AUT 173</td>
<td>Painting and Refinishing</td>
<td>Consumable Supplies</td>
<td>$25.00</td>
<td>Shop supplies for new certificate program: paint, primers, sanding equipment (tape, paper), bondo, etc.</td>
</tr>
<tr>
<td>BCT 147</td>
<td>Woodworking II</td>
<td>Consumable Supplies</td>
<td>$20.00</td>
<td>Standard Fee for Building &amp; Construction Technology courses: wood, hardware, etc.</td>
</tr>
<tr>
<td>CAD 151</td>
<td>Computer Aided Drafting II</td>
<td>Consumable Supplies</td>
<td>$10.00</td>
<td>Plotter and printer paper, toner cartridges, replacement mice, drawing aides/tools, etc.</td>
</tr>
<tr>
<td>DAR 232</td>
<td>Digital Photography II</td>
<td>Instructional Materials</td>
<td>$45.00</td>
<td>Supplies: digital paper, ink sets, batteries, memory cards, etc.</td>
</tr>
<tr>
<td>EDS 290</td>
<td>Special Education Certification: Internship</td>
<td>Consumable Supplies</td>
<td>$875.00</td>
<td>Fee supports stipend for supervising and classroom teachers who monitor student in the special ed. Classroom (8 unit course)</td>
</tr>
<tr>
<td>EDS 290A</td>
<td>Special Education Certification: Internship I</td>
<td>Consumable Supplies</td>
<td>$218.75</td>
<td>Fee supports stipend for supervising and classroom teachers who monitor student in the special ed. Classroom (2 units)</td>
</tr>
<tr>
<td>EDS 290B</td>
<td>Special Education Certification: Internship II</td>
<td>Consumable Supplies</td>
<td>$218.75</td>
<td>Fee supports stipend for supervising and classroom teachers who monitor student in the special ed. Classroom (2 units)</td>
</tr>
<tr>
<td>EDS 290C</td>
<td>Special Education Certification: Internship III</td>
<td>Consumable Supplies</td>
<td>$218.75</td>
<td>Fee supports stipend for supervising and classroom teachers who monitor student in the special ed. Classroom (2 units)</td>
</tr>
</tbody>
</table>
## New Course Fees

<table>
<thead>
<tr>
<th>Course</th>
<th>Course Name</th>
<th>Fee Type</th>
<th>Proposed New Fee</th>
<th>What the fees are for</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDS 290D</td>
<td>Special Education Certification: Internship IV</td>
<td>Consumable Supplies</td>
<td>$218.75</td>
<td>Fee supports stipend for supervising and classroom teachers who monitor students in the special ed. Classroom (2 units)</td>
</tr>
<tr>
<td>FDC 123</td>
<td>Fashion Design: Introduction to Pattern-Making Using Computer Software</td>
<td>Consumable Supplies</td>
<td>$30.00</td>
<td>Supplies: pattern paper, color printer toner, software licenses</td>
</tr>
<tr>
<td>LEA 101</td>
<td>Law Enforcement Academy Phase I</td>
<td>Non-district Facilities, Equipment and Service Use Fees</td>
<td>$150.00</td>
<td>LEA 101 is a basic instructional course. Fees primarily support the uniforms they are required to wear when working as a PCC student and minor supplies. (15 unit course)</td>
</tr>
<tr>
<td>LEA 220</td>
<td>Law Enforcement Academy (LEA) Phase III</td>
<td>Non-district Facilities, Equipment and Service Use Fees</td>
<td>$1,000.00</td>
<td>LEA 200 level courses are the hands-on portion of the instructional program. Students learn vehicular and driving skills, shooting skills, etc. The supplies required for this course are extensive and include - vehicles, gas, specialized facilities (ranges), ammunition and other miscellaneous supplies. Additionally, specialized instructors are required for this portion of the program. (16 unit course)</td>
</tr>
<tr>
<td>LEA 222</td>
<td>LEA Police Proficiency Skills II</td>
<td>Non-district Facilities, Equipment and Service Use Fees</td>
<td>$500.00</td>
<td>Based on past experience with participating in the City's Academy programs new program Law Academy approved through new program funding</td>
</tr>
<tr>
<td>LEA 224</td>
<td>LEA Police Proficiency Skills IV</td>
<td>Non-district Facilities, Equipment and Service Use Fees</td>
<td>$500.00</td>
<td>Based on past experience with participating in the City's Academy programs new program Law Academy approved through new program funding</td>
</tr>
<tr>
<td>MDA 122</td>
<td>Medical Assistant Clinical Care</td>
<td>Consumable Supplies</td>
<td>$10.00</td>
<td>The labs use expendable equipment for a variety of simulated invasive procedures: catheterization, lab samples, and dressing change equipment are included.</td>
</tr>
<tr>
<td>MDA 123</td>
<td>Medical Assistant Clinical Procedures</td>
<td>Consumable Supplies</td>
<td>$15.00</td>
<td>The labs use expendable equipment to simulate these treatments and procedures: some equipment such includes IV and medication administration.</td>
</tr>
<tr>
<td>MDA 190B</td>
<td>Medical Assistant Back Office Externship</td>
<td>Consumable Supplies</td>
<td>$5.00</td>
<td>Lab equipment is used for the final approval prior to any procedures done in the externship site or when a student needs to practice, including: protective equipment such as gloves and gowns and assistive devices.</td>
</tr>
<tr>
<td>RAD 186LC</td>
<td>Radiologic Technology: Clinical Education V</td>
<td>Insurance</td>
<td>$15.00</td>
<td>Liability Insurance</td>
</tr>
<tr>
<td>RTH 121LB</td>
<td>Respiratory Therapy: Basic Therapeutics Lab</td>
<td>Consumable Supplies</td>
<td>$15.00</td>
<td>Supplies: Protective clothing, suction units, blood gas kits, needles, pulmonary screening adapters.</td>
</tr>
<tr>
<td>RTH 243LB</td>
<td>Respiratory Therapy: Advanced Assessment and Monitoring Lab</td>
<td>Consumable Supplies</td>
<td>$15.00</td>
<td>Supplies: Protective clothing, suction units, blood gas kits, needles, pulmonary screening adapters.</td>
</tr>
</tbody>
</table>
## New Course Fees

<table>
<thead>
<tr>
<th>Course</th>
<th>Course Name</th>
<th>Fee Type</th>
<th>Proposed New Fee</th>
<th>What the fees are for</th>
</tr>
</thead>
<tbody>
<tr>
<td>TMA 202 LC</td>
<td>Therapeutic Massage Practice Clinical Lab I</td>
<td>Consumable Supplies; Insurance</td>
<td>$15.00</td>
<td>Liability insurance and lotions used in lab</td>
</tr>
<tr>
<td>TMA 203 LC</td>
<td>Therapeutic Massage Practice Clinical Lab II</td>
<td>Consumable Supplies; Insurance</td>
<td>$15.00</td>
<td>Liability insurance and lotions used in lab</td>
</tr>
<tr>
<td>WLD 263</td>
<td>Layout and Fabrication Welding</td>
<td>Consumable Supplies</td>
<td>$20.00</td>
<td>Supplies: Welding rods and wire, tungsten electrodes, cables, clamps, materials to weld, safety gear, wire brushes, chipping hammers, welding gases.</td>
</tr>
</tbody>
</table>
## Course Fee Changes

<table>
<thead>
<tr>
<th>Course</th>
<th>Course Name</th>
<th>Fee Purpose</th>
<th>Proposed Fee Change</th>
<th>Proposed Fee</th>
<th>What the fees are for</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 105IN</td>
<td>Environmental Biology</td>
<td>Consumable Supplies</td>
<td>$13.00</td>
<td>$18.00</td>
<td>To purchase plant specimens and plant derived food materials.</td>
</tr>
<tr>
<td>BIO 105IN</td>
<td>Environmental Biology</td>
<td>Field Trip</td>
<td>-$5.00</td>
<td>$0.00</td>
<td>Biology CDAC voted to remove Field Trip fee.</td>
</tr>
<tr>
<td>BIO 108IN</td>
<td>Plants, People and Society</td>
<td>Consumable Supplies</td>
<td>$10.00</td>
<td>$15.00</td>
<td>To purchase plant specimens and plant derived food materials.</td>
</tr>
<tr>
<td>BIO 108IN</td>
<td>Plants, People and Society</td>
<td>Field Trip</td>
<td>-$5.00</td>
<td>$0.00</td>
<td>Biology CDAC voted to remove Field Trip fee.</td>
</tr>
<tr>
<td>CUL 161</td>
<td>Cake Decorating and Candy Making</td>
<td>Consumable Supplies</td>
<td>$15.00</td>
<td>$25.00</td>
<td>To purchase required food ingredients and supplies required for baking and candy making.</td>
</tr>
<tr>
<td>CUL 261</td>
<td>Advanced Cake Decorating and Candy Making</td>
<td>Consumable Supplies</td>
<td>$15.00</td>
<td>$25.00</td>
<td>To purchase required food ingredients and supplies required for baking and candy making.</td>
</tr>
<tr>
<td>EMT 100</td>
<td>Basic Emergency Medical Technology</td>
<td>Consumable Supplies, Insurance, Testing</td>
<td>$15.00</td>
<td>$55.00</td>
<td>Testing evaluator wages; lancets, catheters, splints, blood glucose strips, bandages (9 unit course)</td>
</tr>
<tr>
<td>MUP 061 - 068</td>
<td>Studio Instruction: Various Instruments (Non-Major)</td>
<td>Special Instructional Delivery - private music instructor</td>
<td>-$200.00</td>
<td>$0.00</td>
<td>Non-major studio instruction moved to non-credit</td>
</tr>
<tr>
<td>MUS 149</td>
<td>Opera Workshop</td>
<td>Consumable Supplies</td>
<td>-$5.00</td>
<td>$0.00</td>
<td>Fee not needed for this course</td>
</tr>
<tr>
<td>RAD 173LC</td>
<td>Radiologic Technology: Clinical Education I</td>
<td>Consumable Supplies</td>
<td>$30.00</td>
<td>$55.00</td>
<td>Increased costs of supplies + x ray markers</td>
</tr>
<tr>
<td>RAD 186LC</td>
<td>Radiologic Technology: Clinical Education V</td>
<td>Consumable Supplies</td>
<td>$25.00</td>
<td>$50.00</td>
<td>For dosimetry badges to measure exposure</td>
</tr>
<tr>
<td>RTH 257 LB</td>
<td>Respiratory Therapy: Clinical Applications and Professional Development</td>
<td>Consumable Supplies</td>
<td>$70.00</td>
<td>$110.00</td>
<td>Protective clothing, suction units, blood gas kits, needles, pulmonary screening adapters.</td>
</tr>
</tbody>
</table>
TO: Board of Governors
FROM: Chancellor
SUBJECT: Unapproved Minutes of the Special Meeting of March 31, 2008

Background:

The unapproved minutes of the Special Meeting of March 31, 2008 are submitted for approval.
A Special Meeting of the Pima County Community College District Board of Governors was held on Monday, March 31, 2007 at 1:00 p.m. in the Board Conference Room, at the District Office, 4905 E. Broadway, Tucson, AZ 85709-1005.

BOARD MEMBERS

Richard Fimbres
Marty Cortez
Brenda Even
Vikki Marshall
Scott Stewart

RECORDING SECRETARY

Linda Ashenbrener

ADMINISTRATION

Roy Flores, Chancellor
Suzanne Miles, Executive Vice Chancellor and Provost
David Bea, Executive Vice Chancellor for Administration
Donna Gifford, Assistant Vice Chancellor
Stan Steinman, Senior Assistant to the Provost

Guest Presenter

Joe LeCluse, Exeter
Board Chair Scott Stewart called the meeting to order at 1:20 p.m.

Joe LeCluse from Exeter gave an overview of the student services analysis and the strategies identified to address redesign and transformation. The plan was included as a major initiative of the 2006-2008 College Plan. Since September 2007, Exeter has worked and interviewed staff and students to identify areas in need of improvement in the student services area.

Mr. LeCluse outlined specific findings of the research and identified some of the problems such as the lack of the use of Banner and workflow capabilities, a lack of useful degree audit, and many inconsistencies within the current system.

High level strategies include:
- Technology reconfiguration and updates
- Configuration of an employee intranet to address communications and training
- Centralize and reorganize leadership of student services
- Implement a student services center approach
- Improve staff training
- Staffing review

A board member asked where Exeter has performed comparable analysis in the past. Metropolitan Community College was the best example and the most successful due to follow-through. Other examples were Tulane, University of Puerto Rico, George Mason, Santa Barbara, and Lansing.

There is a Request for Proposals out for a degree audit to be implemented in the summer and other changes should be implemented by September 2009. The information will be incorporated into the 2008-2011 College Plan.

The information will be presented to the campus presidents today at 4:00 pm.

The meeting adjourned at 2:45 p.m.
TO: Board of Governors  
FROM: Chancellor  
SUBJECT: Unapproved Minutes of the Special Meeting of April 9, 2008 

Background:

The unapproved minutes of the Special Meeting of April 9, 2008 are submitted for approval.
A Special Meeting of the Pima County Community College District Board of Governors was held on Monday, April 9, 2008 at 2:30 p.m. in the Community Room, at the District Office, 4905 E. Broadway, Tucson, AZ 85709-1005.

**BOARD MEMBERS**

Marty Cortez  
Brenda Even  
Vikki Marshall  
Scott Stewart  

**ABSENT**  
Richard Fimbres  

**RECORDING SECRETARY**  

Linda Ashenbrener  

**ADMINISTRATION**  

Roy Flores, Chancellor  
Christal Albrecht, Campus President, Desert Vista  
David Bea, Executive Vice Chancellor for Administration  
Ann Christensen, Dean of Student Development  
Charlotte Fugett, Campus President, East Campus  
Kirk Kelly, Vice Chancellor of Information Technology  
Jana Kooi, Campus President, Community Campus  
Sylvia Lee, Campus President, Northwest Campus  
Brigid Murphy, AVC for Academic Services and Vice Provost  
Robert Riza, Assistant Vice Chancellor for Student Services  
Stan Steinman, Senior Assistant to the Provost  
Brian Stewart, Director, Center for Training and Development
Board Chair Scott Stewart called the meeting to order at 2:35 p.m.
Brenda Even led the Pledge of Allegiance.

There was a presentation of a draft of the 2008-2011 College Plan. There are seven initiatives to the plan and each initiative has a plan to improve processes and to ensure progress. The College has chosen to address the most important problems no matter how difficult to measure or solve. Listed in the Plan are 38 strategies, 195 action items, and there are 31 offices responsible for the Plan.

The purpose of the Plan is to improve instruction, improve operations, and foster creativity and link to reaccreditation. Criteria for accreditation set by the Higher Learning Commission was listed.

The Planning Committee members consisted of 10 faculty, 28 administrators, 10 staff and 3 students. Many others from the College and the community participated,

Each Initiative Leader gave an overview of their areas of responsibility. Initiative and Development Team Leaders and their areas of responsibility are:
1. Provide Evidence of Student Learning and Teaching Effectiveness
   Suzanne Miles, Provost and Executive Vice Chancellor
2. Improve Student Success in Developmental Education
   Anne Vosberg, Acting Dean of Student Development
3. Redesign Student Services
   Roy Flores, Chancellor
4. Create Foundations for Creativity and Innovation
   Victoria Cook, Dean of Instruction
5. Improve the Use of Physical Assets
   Charlotte Fugett, Executive Vice Chancellor for Administration/President of East Campus
6. Master Technology
   Kirk Kelly, Vice Chancellor for Information Technology
7. Strengthen Administrative Operations
   David Bea, Vice Chancellor for Finance/Executive Vice Chancellor for Administration

Suggestions by the Board to include in the Plan:
✓ Include accountability as a College value
✓ Be more specific in 1.2.1. and include alternative, charter and home-schooled students
✓ Develop ways to connect and partner to solve remedial education problem

There will be an accreditation workshop scheduled for the Board in the near future and a briefing on the progress will be scheduled in June.

The meeting adjourned at 4:40 p.m.
TO: Board of Governors  DATE: 5/14/08
FROM: Chancellor  ITEM NO: 15C
SUBJECT: Unapproved Minutes of the Regular Meeting of April 9, 2008

Background:

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

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

BOARD MEMBERS

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

Absent:
Richard Fimbres, Member

BOARD REPRESENTATIVES

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

Kirk Kelly, Vice Chancellor, Information Technology
Jana Kooi, Campus President, Community Campus
Dee Lammers, Acting Division Dean, West Campus
Sylvia Lee, President, Northwest Campus
John Merren, Division Dean of Instruction
Suzanne Miles, Provost and Executive Vice Chancellor for Academic Services
Brigid Murphy, Assistant Vice Chancellor for Academic Services and Vice Provost
Dave Padgett, Dean of Instruction, Northwest Campus
Anna Reese, Executive Director, Financial Aid
Robert Riza, Assistant Vice Chancellor for Student Services
Ted Roush, Division Dean, Northwest and Community Campus
Nancy Russell, Dean, Workforce Business Development, Community Campus
Terry Sawma, Dean of Adult Education, Community Campus
Nancee Sorenson, Dean of Student Development, West Campus
Edgar Soto, 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
Lynne Wakefield, Assistant Vice Chancellor for Marketing

RECORDING SECRETARY

Linda Ashenbrener

ADMINISTRATION

Roy Flores, Chancellor
Lou Albert, Campus President, West Campus
Christal Albrecht, President, Desert Vista Campus
David Bea, Executive Vice Chancellor, Finance and Administration
Ann Christensen, Acting Division Dean of Student Development
Betty Elasowich, Division Dean, Student Services, West Campus
Charlotte Fugett, President, East Campus
Donna Gifford, Assistant Vice Chancellor
John Gillis, Acting Division Dean of Instruction, West Campus
Mary Beth Ginter, Division Dean, West Campus
David Irwin, Executive Director, Public Information
Call to Order

Scott Stewart called the meeting to order at 7:10 p.m.

Pledge of Allegiance

Marty Cortez led the Pledge of Allegiance.

Public Comment

Mr. Joseph Sweeney, representing the National Service Lobby USA, had a request of the Board to consider signing a letter addressed to the president of Mexico.

Recognition Awards

Chairman Stewart indicated that part of the agenda would be taken out of order to recognize and present awards to students, employees and community members.

Staff Representatives

Julie Hecimovich and Holly Tackett gave highlights of the April 4 meeting. In the Provost's report, information on accreditation workshops and the Student Services process review was given. There was discussion concerning the textbook bill and standard practice guides.

In the liaison's report, it was noted that open enrollment is ongoing. No changes are needed if employees do not have any changes. Flexible spending accounts must be renewed each year.

The Community Service Committee reported a great turnout for volunteer day at the Community Food Bank.

Student Representatives

Karoline Salmans recapped activities at the Northwest Campus, West Campus and Community Campus. The last Red Cross Blood Donation Drive is being held at Northwest. Student Life will support Earth Day with April 23. West Campus Student Life hosted NAU Transfer Day on April 8. Five students from the Eastside Learning Center Adult Education received their U.S. citizenship.
Selemani Tuli reported on activities at Downtown Campus, East Campus and Desert Vista Campus. East Campus Student Government participated in the Annual National Alliance on Mental Illness Walk on March 29 and will host their first Concert for a Cure on April 25. The Downtown Campus is sponsoring an event April 21 in conjunction with Pima County Juvenile Court to award community service credit to high school aged youth. An inspirational women’s panel discussion was hosted by the Desert Vista Campus as they celebrated Women’s History Month.

Faculty Representatives

Kimlisa Duchicela and Jack Mertes reported on the April 4 Faculty Senate meeting. Board policies and a standard practice guide were reviewed and discussed and those with additional comments were asked to forward them to the Assistant Vice Chancellor. The PCCEA report included an update on this session of Meet and Confer. The Chancellor gave specific information in regards to the State’s economy and the deficit which is currently 1.2 billion dollars.

Report — Chairperson of the Board

Chairman Stewart congratulated Dr. Lou Albert, West Campus President, for his recognition by LULAC on April 3. Dr. Albert received the 2008 LULAC Presidential Citation Community Service Award.

A statement from the Board was read: Given the state of the local economy and the uncertainty of the State budget deficit, and the potential impact they will have on the College in the next year or two, the Board is not in a position to determine salary increases at this time, and may not be until the June Board meeting.

Motion to Authorize Executive Session

PASSES

Motion No. 6804


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)

There was no report. The next meeting is scheduled April 23.

Chancellor’s Report

Dr. Lou Albert presented information on the extensive waiting lists for healthcare programs which are in high demand throughout the country. Dr. Albert gave an overview of the admissions process and stated that the College is committed to addressing the problem. The College is making progress on the nursing faculty shortage hiring the sixth full-time nurse this evening. The program is now in compliance with the State Board of Nursing recommendation.

Dr. Flores acknowledged a student, John Windham, who has been elected as the international president of Phi Beta Kappa. Mr. Windham’s wrote an award-winning essay on why community colleges should offer baccalaureate degrees. The contest was conducted by the International Organization for the Community College Baccalaureate Degree.

Dr. Flores thanked all employees who participated and developed the 2008-2011 College Plan that was presented to the Board at an earlier meeting. The plan will be modified and submitted for approval in May.

The bill for state board was introduced to the Senate but the bill failed with a tie vote.

A student who spoke to the Board at the last meeting expressed a concern that related to the ability of students to obtain licenses and certificates upon completion of studies if they were convicted and have felonies on their record. The student asked the College to identify these fields in the catalog. The College will add language to the catalog to direct students to look at non-education barriers before starting classes.
The Chancellor introduced Dr. Terry Sawma, the new Dean of Adult Education.

Monthly Financial Statements through February 2008

Executive Vice Chancellor Bea reported on the preliminary monthly financial reports through February. The increase in net assets through the month is somewhat lower than last year at this time. General Fund revenues and expenditures are consistent with our expectations for this point in the year. The College has received an award for excellence in finance reporting from the Government Finance Officer’s Association for the sixteenth year.

Information Items

Separations from Employment

Student Aide Hires

BP-1302: Signature Authority for Contracts – Second Reading

BP-2601: Acquisition, Lease, Lease/Purchase and Management of Equipment, Personal Property and Services

Board Policy – DELETE – Second Reading

These items were noted as information items.

Action Items

Approval of Minutes

Chairman Stewart requested a slight change in wording in regards to a comment.

Motions to Approve

Regular Meeting Minutes

PASSES

Motion No. 6805

Marty Cortez – M, Brenda Even – S, to approve the minutes of the Regular Meeting of March 12, 2008.

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

Motion No. 6806

Brenda Even - M, Sherryn Marshall - S, to approve the Consent Agenda, with Addenda to Items 17.1 New Appointments; 17.2 Administrator Appointments; 17.3 Adjunct Faculty Appointments; and 17.4 Temporary Appointments.

17.1 New Appointments
17.2 Administrator Appointments
17.3 Adjunct Faculty Appointments
17.4 Temporary Appointments
17.5 Intergovernmental Agreement: Rio Rico Fire District Emergency Medical Technology, Emergency Medical Services, Fire Science, Safety, Community Emergency Response Team, and Metropolitan Medical Response System Educational Program Agreement
17.8 Curriculum Recommendations – Workforce Program Inactivation: Water and Wastewater Systems Technology Certificate
17.9 Curriculum Recommendations – Program Inactivation: iCarnegie Computer Programming – Certificate

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

Adjournment

The meeting adjourned at 8:50 p.m.

__________________________
Secretary

__________________________
Date
TO: Board of Governors  DATE: 5/14/08
FROM: Chancellor  ITEM NO: 16
SUBJECT: Consent Agenda

Recommendation:

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

16.1 New Appointments
16.2 Administrator Appointments
16.3 Adjunct Faculty Appointments
16.4 Temporary Appointments
16.5 BP-1302: Signature Authority for Contracts – Final Reading
16.6 BP-2601: Acquisition, Lease, Lease/Purchase and Management of Equipment, Personal Property and Services Board Policy – DELETE Final Reading
16.7 Grant Proposal: Arizona Department of Education Adult Education Services, Pima College Adult Education (PCAE) Program
16.8 Grant Proposal: The Motorola Foundation, The Intervention Program
16.10 Contract: Metro Networks
16.11 Contract: Western Web & Graphics Inc. – Non-Credit Schedule of Classes for Fiscal Year 2008/2009
16.12 Contract: Western Web & Graphics Inc. – Credit Schedules of Classes for Fiscal Year 2008/2009
16.13 Contract: Oracle Software License and Services
16.14 Library Participation in Cooperative Buying Program with Community College Library Consortium
16.15 Lease of Property: Eastside Learning Center — 1620 South Alvernon
16.16 Construction Force Account Limit Increase
TO: Board of Governors
FROM: Chancellor
SUBJECT: New Appointments

DATE: 5/14/08
ITEM NO: 16.1

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

Anderson, Michele Instructional Faculty
Salary: $48,600 Desert Vista Campus – Mathematics
Effective: 8/20/08 Selected to fill a vacant position
Education: Master of Science, Teaching, Bachelor of Science, Math Education, University of Wyoming
Experience: Ms. Anderson has more than fourteen years of experience as a mathematics instructor at the high school and college levels. She taught during four of those years as an adjunct for Pima Community College.
Recruitment Overview:
An external recruitment was conducted. Twenty-nine complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by several Campus Presidents.

Arbogast, Jean Instructional Faculty
Salary: $50,220 Desert Vista Campus – Mathematics
Effective: 8/20/08 Selected to fill a vacant position
Education: Master of Science, Computer Science, University of Wyoming; Master of Science, Mathematics, University of Wyoming; Bachelor of Arts, Mathematics, California State University
Experience: Ms. Arbogast has been a math instructor for more than twenty years at the high school and college levels.
Recruitment Overview:
An external recruitment was conducted. Twenty-nine complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by several Campus Presidents.

(Continued)
Chichisan, Alice  
**Instructional Faculty**  
Salary: $40,500  
Effective: 8/20/08  
Selected to fill a vacant position  
Education: Master of Science, Mathematics, Western Michigan University; Bachelor of Science, Mathematics and Biology, Aquinas College, Grand Rapids, Michigan  
Experience: Ms. Chichisan has ten years of experience as a mathematics instructor. She currently teaches at Mohave Community College in Bullhead City, Arizona. In addition, Ms. Chichisan served as a mathematics tutor for Grand Rapids Community College.

Recruitment Overview:  
An external recruitment was conducted. Twenty-nine complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by several Campus Presidents.

Christensen, Ann  
**Instructional Faculty**  
Salary: $68,850  
Effective: 8/20/08  
Reassignment to faculty status  
Education: Doctor of Philosophy, Biology, Queen's University; Master of Science, Biology, Bachelor of Science, Biology, Concordia University; Diploma, Creative Arts, Marianopolis College  
Experience: Dr. Christensen has over eight years of experience as a private tutor in mathematics, chemistry and physics at the high school level in Canada. Prior to her appointment in 1992 as an Instructional Faculty member with Pima Community College, Dr. Christensen was a Research Associate with the University of Arizona from 1989 to 1992. She was an Instructional Faculty member with Pima Community College from 1992 to 2001. She was appointed as Acting Division Dean at West Campus in 2001 and Division Dean in 2004.

Recruitment Overview:  
In accordance with Administrative Personnel Policy Statement, Dr. Christensen has requested reassignment to faculty status. The Chancellor concurs.

Croft, Steven  
**Instructional Faculty**  
Salary: $56,700  
Effective: 8/20/08  
Selected to fill a vacant position  
Education: Doctor of Philosophy, Geophysics and Space Physics; Master of Science, Astronomy, University of California at Los Angeles; Bachelor of Science, Physics and Astronomy, Brigham Young University  
Experience: Dr. Croft has been a Senior Science Education Specialist for the National Optical Astronomy Observatory for the last six years. Previously, he was a Senior Scientist for the Center of Educational Technologies for eight years. He has also served as adjunct faculty and research associate for several institutions.

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

(Continued)
Fike, Caroline  
**Instructional Faculty**  
Salary: $40,500  
Desert Vista Campus – English as a Second Language  
Effective: 8/20/08  
Selected to fill a vacant position  
Education: Master of Arts, Teaching English as a Second Language, Eastern Michigan University; Bachelor of Arts, Audiology and Speech Sciences, Michigan State University  
Experience: Ms. Fike has been teaching ESL for the last year at SS. Cyril and Methodius Seminary. She previously served as adjunct faculty at Oakland Community College and Wayne State University.  
Recruitment Overview:  
An external recruitment was conducted. Twenty-four complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by the Campus President.

Foth, Robert  
**Instructional Faculty**  
Salary: $42,525  
Northwest Campus – Mathematics  
Effective: 8/20/08  
Selected to fill a vacant position  
Education: Master of Science, Mathematics and Statistics, University of Nebraska; Bachelor of Science, Mathematics, California State University  
Experience: Mr. Foth is currently fulfilling an Administrative Appointment for Pima Community College. He has also served as adjunct faculty for the University of Arizona and ITT Technical Institute for the last six years.  
Recruitment Overview:  
An external recruitment was conducted. Twenty-nine complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by several Campus Presidents.

Gonzalez, Eduardo  
**Instructional Faculty**  
Salary: $56,700  
Downtown Campus - Translation Studies  
Effective: 8/20/08  
Selected to fill a vacant position  
Education: Doctor of Education, Moscow Linguistic University; Bachelor of Arts, English as a Second Language, University of Havana  
Experience: Dr. Gonzalez is currently a Spanish Instructor for the Missouri Military Academy. He has also taught at the University of Nebraska and The Mercersburg Academy. He has also been a court and medical interpreter and was a Senior Fulbright Scholar.  
Recruitment Overview:  
An external recruitment was conducted. Six complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by the Campus President.

Grill, Mischala  
**Instructional Faculty**  
Salary: $50,625  
Desert Vista Campus – Biology  
Effective: 8/20/08  
Selected to fill a vacant position  
Education: Doctor of Philosophy, Anatomy and Cell Biology, University of Arizona; Bachelor of Science, Biology, Pennsylvania State University  
Experience: Dr. Grill is currently an adjunct faculty member at Pima County Community College and Rio Salado College. She has also been a fitness instructor and personal trainer for many years.
Recruitment Overview:

An external recruitment was conducted. Thirty-eight complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by several Campus Presidents.

**Harmelink, Virginia**

**Instructional Faculty**

Salary: $48,600

Effective: 8/20/08

Selected to fill a vacant position

Education: Master of Arts, Education; Bachelor of Science, Elementary Education, University of Wyoming

Experience: Ms. Harmelink has been the Director of Professional Development at Children and Nutrition Services for the last seven years. Previously, she was on the Distance Technology Team at Casper College and she owned a pre-school for seventeen years.

Recruitment Overview:

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

**Kaye, Debra**

**Instructional Faculty**

Salary: $42,525

Effective: 8/20/08

Selected to fill a vacant position

Education: Master of Business Administration, Accounting; Bachelor of Arts, English, University of Arizona

Experience: Ms. Kaye is currently fulfilling an Administrative Appointment for Pima Community College. She has also served in the positions of adjunct faculty and Fiscal Advanced Analyst. She was previously an Accounting Manager at Black and Decker Corporation.

Recruitment Overview:

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

**Lin, Ying**

**Instructional Faculty**

Salary: $50,625

Effective: 8/20/08

Selected to fill a vacant position

Education: Doctor of Philosophy, Linguistics; Master of Arts, Mathematics, University of California, Los Angeles; Bachelor of Science, Information Science, Beijing University, Beijing, China

Experience: Dr. Lin has more than two years of experience as a mathematics instructor with Pima Community College and the University of Arizona.

Recruitment Overview:

An external recruitment was conducted. Twenty-nine complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by several Campus Presidents.

(Continued)
Ludt, Cydnee  
**Instructional Faculty**

**Salary:** $46,170  
**West Campus - Biology**

**Effective:** 8/20/08  
Selected to fill a vacant position

**Education:** Master of Science, Clinical Dietetics; Bachelor of Science, Secondary Education, University of Arizona

**Experience:** Ms. Ludt is currently fulfilling an Administrative Appointment at Pima Community College. Previously, she served as an adjunct for many years and has owned her own nutrition business for the last twenty years.

**Recruitment Overview:**
An external recruitment was conducted. Thirty-eight complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by several Campus Presidents.

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Meinke, Geraldine  
**Instructional Faculty**

**Salary:** $52,650  
**West Campus - Biology**

**Effective:** 8/20/08  
Selected to fill a vacant position

**Education:** Doctor of Philosophy, Microbiology, Wayne State University; Bachelor of Science, Medical Technology, Madonna University

**Experience:** Dr. Meinke is currently fulfilling an Administrative Appointment at Pima County Community College. Previously she served as a Laboratory Specialist for eight years, while doing adjunct work for many years.

**Recruitment Overview:**
An external recruitment was conducted. Thirty-eight complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by several Campus Presidents.

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Morrison, Gayle  
**Educational Support Faculty**

**Salary:** $44,550  
**Downtown Campus - Counselor**

**Effective:** 7/01/08  
Selected to fill a vacant position

**Education:** Master of Education, School Counseling; Bachelor of Science, Elementary Education, Northern Arizona University

**Experience:** Ms. Morrison is currently fulfilling an Administrative Appointment as counselor for Pima Community College. Previously she served as a school counselor for two years and an elementary school teacher for three years at Tucson Unified School District.

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

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Pawloski, Robert  
**Instructional Faculty**

**Salary:** $52,650  
**Downtown Campus - Mathematics**

**Effective:** 8/20/08  
Selected to fill a vacant position

**Education:** Doctor of Philosophy, Mathematics, University of Arizona; Master of Arts, Education, Saint Joseph College; A.B. Degree, History, Princeton University

**Experience:** Dr. Pawloski has been an Assistant Professor of mathematics for Monmouth University for the last two years. Previously, he was a teaching assistant at the University of Arizona and a middle school mathematics teacher.

(Continued)
Recruitment Overview:

An external recruitment was conducted. Twenty-nine complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by several Campus Presidents.

**Pyevich, Caroline**  
**Educational Support Faculty**  
**Salary:** $52,650  
**Effective:** 7/01/08 Selected to fill a vacant position  
**Education:** Doctor of Philosophy, Clinical Psychology; Master of Art, Clinical Psychology; University of Tulsa; Bachelor of Arts, Psychology, Illinois Wesleyan University  
**Experience:** Dr. Pyevich has served as a psychologist for Red River College for the last six years and had been a psychology intern for one year. During her time at the University of Tulsa, she was a research and teaching assistant for four years.

Recruitment Overview:

An external recruitment was conducted. Forty-one complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by several Campus Presidents.

**Raymond, David**  
**Instructional Faculty**  
**Salary:** $46,575  
**Effective:** 8/20/08 Selected to fill a vacant position  
**Education:** Master of Science, Aeronautical Science, Bachelor of Science, Professional Aeronautics, Embry-Riddle Aeronautical University; Technical Certificate, Aviation Structural Repair, Pima Community College  
**Experience:** Mr. Raymond is currently fulfilling an Administrative Appointment for Pima Community College. He was previously an Assistant Program Manager and adjunct faculty for Pima Community College. He has also worked as a consultant for several aviation agencies and as an adjunct faculty for Embry-Riddle Aeronautical University.

Recruitment Overview:

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

**Rosen, Richard**  
**Instructional Faculty**  
**Salary:** $48,600  
**Effective:** 8/20/08 Selected to fill a vacant position  
**Education:** Juris Doctor; Master of Business Administration, Real Estate; Bachelor of Science in Business Administration, Real Estate and Construction Management, University of Denver  
**Experience:** Mr. Rosen is currently fulfilling an Administrative Appointment for Pima Community College where he was also an adjunct faculty member for several years. Previously, he was a self-employed attorney for sixteen years, as well as a real estate developer.

Recruitment Overview:

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

Instructional Faculty

Salary: $42,525
Effective: 8/20/08
Education: Master of Arts, Physical Education; Bachelor of Science, Physical Education, University of Maryland
Experience: Ms. Vizard has held an Administrative Appointment for the last three years. She has also been a certified massage therapist for many years.

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

Winkel, Claire

Instructional Faculty

Salary: $42,525
Effective: 8/20/08
Education: Master of Science, Applied Mathematics, University of Arizona; Bachelor of Science, Astronomy, University of Illinois
Experience: Ms. Winkel has been a lecturer at the University of Arizona for the last five years. She has been an adjunct instructor for Pima Community College for the last four years.

Recruitment Overview:
An external recruitment was conducted. Twenty-nine complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by several Campus Presidents.

Staff

Ireland, Lindsay

Program Coordinator, Teacher Education Program

Salary: $39,255
Effective: 06/02/08
Education: Bachelor of Arts, Journalism, University of Arizona
Experience: Ms. Ireland was previously a teacher with the Tucson Unified School District. She has more than two years experience working in a coordination role.

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

Silva, Diana

Program Coordinator, Talent Search

Salary: $39,255
Effective: 05/19/08
Education: Associate of Arts, Liberal Arts, Pima Community College; Bachelor of Science, Health Education, University of Arizona
Experience: Ms. Silva is most recently employed with the University of Phoenix Student Services Department. She previously worked at Desert Vista Campus from 2002 to 2007. Her span of jobs within the college include: Student Aide for the

(Continued)
Financial Aid Department; temporary Student Services Technician assisting with Admissions, Advising, and Assessments, in the Assessment and Testing Center; and Disabled Student Resources Assistant and ESL Mentor. She also worked with the Educational Talent Search Program as a tutor.

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

Contact Person:

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

Dr. Roy Flores, Chancellor
TO:       Board of Governors       DATE:   5/14/08
FROM:    Chancellor       ITEM NO:  16.2
SUBJECT: Administrator Appointments

Recommendation:

This is a placeholder in the event administrative searches come to closure and the Chancellor has recommendations for Board approval of new Administrator appointments for the remainder of this fiscal year and for the 2008-2009 fiscal year. If approved, the Board authorizes the Chancellor or designee to sign the employment contracts on behalf of the College District.

Background:

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

Contact Person:

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

[Signature]

Dr. Roy Flores, Chancellor
TO: Board of Governors  
FROM: Chancellor  
DATE: 5/14/08  
ITEM NO: 16.3  
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.

Armstrong, Annette J.  
Discipline(s): Nursing (Limited Exemption)  
Education: Associate of Applied Science, Nursing, Pima Community College; Bachelor of Science in Nursing, Nursing, Grand Canyon University  
Experience: Ms. Armstrong has eight years of experience as registered nurse at St. Joseph’s Hospital.

Beider, Shay  
Discipline(s): Therapeutic Massage (Occupational/Workforce)  
Education: Bachelor of Arts, Women Studies, Master of Public Health, University of California, Los Angeles  
Experience: Ms. Beider is certified in Therapeutic Massage and Bodywork by the Arizona State Board and National Certification Board. Ms. Beider is currently a self-employed Massage Therapist and has been for more then ten years.

Bovine, Mary P.  
Discipline(s): Writing (Developmental)  
Education: Bachelor of Arts, English, Northern Arizona University  
Experience: Ms. Bovine has fourteen years of past experience teaching with Pima Community College. Currently, Ms. Bovine works part-time at J K Soul Salts as a Production Manager.

*Regular Employee

(Continued)
Brown, Linda M.  
**Discipline(s):** Health Information Technologies (Occupational/Workforce)  
**Education:** American Health Information Management Association (AHIMA), Registered Health Information Technician, Illinois  
**Experience:** Ms. Brown is currently working for Pima Community College and has been employed with the college since December 2003. Her experience includes teaching adult students in medical terminology, medical transcription, ICD-9 CM and CPT-4 coding, 3M and Medisoft software.

Butler, Jason E.  
**Discipline(s):** Art  
**Education:** Bachelor of Arts, Art (Studio), Humboldt State University, California; Master of Fine Arts, Fine Art, University of Arizona  
**Experience:** Mr. Butler has three years of experience as a fabricator/blacksmith at a local production studio. He has two years of experience as an art instructor at University of Arizona and is currently serving as a sculpture instructor at The Drawing Studio. Mr. Butler is employed as the art director at BASIS Tucson.

Cabello, Susan U., Ph.D.  
**Discipline(s):** Spanish  
**Education:** Bachelor of Arts, Spanish, Master of Arts, Spanish, Doctor of Philosophy, Spanish, University of Arizona  
**Experience:** Dr. Cabello was the executive director of International Programs at Pacific University for three years and a Spanish professor at Pacific University for seventeen years.

Calderon, Christin  
**Discipline(s):** Direct Care Professional (Occupational)  
**Education:** AGEC–A certificate, Pima Community College  
**Experience:** Ms. Calderon was a site supervisor and support coordinator for almost three years. For the last year, she has been an agency trainer for Community Provider of Enrichment Services.

Carhuff, Mary  
**Discipline(s):** Fitness and Recreation (Yoga) (Occupational/Workforce)  
**Education:** Bachelor of Arts Psychology, St. John’s University, New York  
**Experience:** Ms. Carhuff is certified as a yoga Instructor from Providence Institute, New York. She has been a yoga instructor for Gold’s Gym for almost six years.

Carlon, Jody M.  
**Discipline(s):** Education and Student Success  
**Education:** Bachelor of Arts, Education, Master of Education, Counseling and Guidance, University of Arizona  
**Experience:** Ms. Carlson has eleven years of teaching experience with Marana School District. She has over twenty years of experience as a guidance counselor with Tucson Unified School District.

*Regular Employee (Continued)
**Christensen, Laura A.**

**Discipline(s):** Health Care (Occupational)  
**NW**

**Education:** Bachelor of Science, Health Sciences, University of Arizona; Master of Arts, Education, University of Phoenix

**Experience:** Ms. Christensen is certified as a Health Education Specialist by the National Commission for Health Education Credentialing. She has almost eight years of experience as a teacher, currently at Marana High School.

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**Cilano, Kelly**

**Discipline(s):** Writing (Developmental)  
**NW**

**Education:** Bachelor of Arts, Telecommunication, Michigan State University; Master of Education, Secondary Education, Grand Canyon University

**Experience:** Ms. Cilano is a substitute teacher for the Marana Unified School District.

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**Close, Stephanie A.**

**Discipline(s):** Nursing (Limited Exemption)  
**WC**

**Education:** Bachelor of Science in Nursing, Nursing, University of Arizona

**Experience:** Ms. Close has over three years of experience as registered nurse with her current employer, Tucson Medical Center. She also serves as the Clinical Programs Coordinator for the Clinical Learning Center at Tucson Medical Center.

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**Diaz, Abel F.**

**Discipline(s):** Psychology  
**DV**

**Education:** Bachelor of Science Family and Consumer Science, University of Arizona; Master of Education Counseling/Psychology, Washington State University

**Experience:** Mr. Diaz currently holds a Graduate Assistantship at Washington State University.

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**Escalada-Westland, Natasha**

**Discipline(s):** Sign Language  
**NW**

**Education:** Bachelor of General Studies, University of Michigan, Ann Arbor; Master of Education, Special Education, Hearing Impaired, Lewis and Clark College, Oregon

**Experience:** Ms. Escalada-Westland has been a teacher of the deaf more than ten years for Tucson Unified School District.

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**Hinckley, Anthony T.**

**Discipline(s):** Writing, Literature  
**DC**

**Education:** Bachelor of Arts, English/Creative Writing, University of Arizona; Master of Fine Arts, Creative Writing, Cleveland State University, Ohio

**Experience:** Mr. Hinckley’s previous teaching includes conducting a writing workshop at Cleveland Statue University, an apprenticeship with Carnegie Avenue Studios, teaching internship with Cleveland School of the Arts, and a preceptor position at the University of Arizona.

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*Regular Employee*
Inez, Shawnee K.
Discipline(s): Social Services
Education: Bachelor of Science, Sociology, Northern Arizona University; Master of Social Work, Social Work, Arizona State University
Experience: Ms. Inez has over twenty years of experience as a counselor, program coordinator and program manager for social service agencies in Arizona and Washington. She is a licensed clinical social worker and substance abuse counselor. Ms. Inez is currently in private practice in Tucson and has been an adjunct faculty member at Arizona State University since 2006.

Jordan, Jaime
Discipline(s): Writing
Education: Bachelor of Arts, English, University of Colorado; Master of Arts, English, University of Kent, England
Experience: Ms. Jordan has fours year of experience as a teacher assistant at the University of Texas at Dallas. She served for two years as an adjunct faculty at Collin County Community College.

Kapp, John
Discipline(s): Art
Education: Bachelor of Fine Arts, Arizona State University; Master of Fine Arts, University of Arizona
Experience: Mr. Kapp is retired from Pima County Juvenile Court Center where he worked for six years as a probation officer.

Knutsen, John J.
Discipline(s): Business, Management, Marketing
Education: Bachelor of Art in Business Administration, Master of Business Administration, Business Administration, City University of Seattle
Experience: Mr. Knutsen has fifteen years of experience marketing manager at Washington Natural Gas Company in Seattle. For the last sixteen years he has run his own personnel services company in suburban Seattle. Mr. Knutsen has six years of experience serving as a Business adjunct instructor at Everett Community College in Washington.

Manspeaker, Henry F. (Pete)
Discipline(s): Clinical Trial Coordinator (Occupational/Workforce)
Education: Bachelor of Science, Biology, St Mary's College of Maryland; Master of Health Science, John Hopkins University – Bloomberg School of Public Health
Experience: Mr. Manspeaker is certified as a Council of Certification of IRB Professional in the area of review of human subject research.

Mischel, Paul J
Discipline(s): Emergency Medical Technician and Fire Science (Occupational/Workforce)
Education: Certificate, Advanced Certified Firefighter III, Office of the State Fire Marshal; License, Emergency Medical Technician-Paramedic, National Registry of Emergency Medical Technicians

*Regular Employee
Experience: Mr. Mischel has over nineteen years of experience with Northwest Fire Rural Metro in the capacities of Firefighter/EMT Basic, Paramedic Firefighter and most recently as the Captain/Paramedic.

Nippes, Anna K.  
Discipline(s): Nursing (Limited Exemption)  
Education: Associate of Science, Nursing, Missouri Southern State University; Bachelor of Science in Nursing, Nursing, Master in Education, Human Services—Medicine, Drury University, Missouri  
Experience: Ms. Nippes has over twenty years of experience as a registered nurse working at private hospitals and as a public health nurse for the U.S. Department of Defense in Germany. She is currently employed as a case manager at Tucson Heart Hospital.

Obert, Lester  
Discipline(s): Sociology  
Education: Bachelor of Science, Sociology, Master of Science, Sociology, Brigham Young University  
Experience: Mr. Obert has taught Sociology for three years at Casper College.

Olson, Larry K.  
Discipline(s): Business (Occupational)  
Education: Bachelor of Science, Business Administration, University of Arizona  
Experience: Mr. Olson has over twenty years of experience in marketing and advertising. He has worked for different businesses in Tucson, Arizona. His various positions include: teleservices manager, marketing manager, sales manager, and a marketing specialist for the University of Arizona.

Perry, Eric S.  
Discipline(s): Emergency Medical Technician and Fire Science (Occupational/Workforce)  
Education: Certificate, Paramedic, Tucson Fire Department, License, Emergency Medical Technician-Paramedic, Arizona Department of Health Services  
Experience: Mr. Perry has over ten years of experience as a Training Captain with the Tucson Fire Department.

Pintér, Marianna, Ph.D.  
Discipline(s): Biology, Chemistry  
Education: Master of Science, Chemistry, Doctor of Philosophy, Biology, Eötvös L. University, Budapest, Hungary  
Experience: Dr. Pintér is currently a scorer for Pearson Educational Measurements. She also is a technical expert for University of Arizona, Critical Languages Program - Hungarian. She has six years of experience as a research associate for the University of Arizona.

Preciado, Carlos D.  
Discipline(s): Spanish  
Education: Bachelor of Arts, Anthropology/Spanish, Master of Arts, Spanish, University of Arizona

*Regular Employee
Experience: Mr. Preciado is currently working for the University of Arizona as a graduate associate in teaching and has been employed for over eight years. His experience at the University of Arizona includes teaching all levels of Spanish grammar, composition, conversation and literature.

Radtke, Deana M. WC
Discipline(s): Theater
Education: Associate of Arts, Drama, Pima Community College; Master of Fine Art, Theatre, University of Delaware
Experience: Ms. Radtke has thirteen years of experience working in theater productions with local and regional companies. She has toured nationally since 2004.

Shaw, Mistine WC
Discipline(s): Radiologic Technology (Occupational)
Education: Associate of Applied Science, Radiologic Technology, Pima Community College
Experience: Ms. Shaw has five years of experience as a licensed radiologic technologist. She is currently employed at Northwest Tucson Surgery Center.

Shuman, Barbara A. DV
Discipline(s): Culinary Arts
Education: Bachelor of Science, Family and Consumer Resources, University of Arizona
Experience: Ms. Shuman is currently an owner of the following restaurants: Bumsted’s, Daggwood’s Café, Kon Tiki, and The Reef Bar and Grill. In addition, she is a Vocational Restaurant Management Teacher for Tucson Unified School District

Smith, Joseph H. DC
Discipline(s): Business, Management
Education: Bachelor of Science, Psychology/General Business Administration, Master of Business Administration, Business Administration, University of Arizona
Experience: Mr. Smith is currently working for Golden Star Properties as the General Manager. He has worked for Golden Star for over eight years in various positions including management, marketing, supervision, and project manager. Additionally, he has operated his own business since 2005.

Sotelo, Carolyn WC
Discipline(s): Dental Hygiene (Occupational)
Education: Associate of Science, Dental Hygiene, University of New England, Maine; Bachelor of Science, Dental Hygiene, University of Rhode Island
Experience: Ms. Sotelo has eight years of experience as a registered dental hygienist. She is currently employed at Davenport and Davenport Dental Practice.

Sotomayor, Alba L. DC
Discipline(s): Computer Software Application, Computer Information Systems (Occupational)
Education: Bachelor of Science, Computer System Management, Instituto Tecnológico de Monterrey, Hermosillo, Sonora, Mexico

*Regular Employee (Continued)
Experience: Ms. Sotomayor is currently working for Pima Community College as a Support Technician for the Science and Communications Arts Division. She has worked a variety of positions including lab assistant, master scheduler, and support technician for the Educational Development Officer. Prior to working for Pima Community College, she was an accounting assistant and a software consultant for analyzing, designing, and implementing computer systems to support administrative functions.

Sroka, Isis, Ph.D.  
Discipline(s): Biology  
Education: Bachelor of Arts, Nutritional Sciences, Doctor of Philosophy, Cancer Biology, University of Arizona  
Experience: Dr. Sroka was a course instructor/tutor for Strategic Alternatives Learning Center at University of Arizona. Her duties consisted of tutoring thirty students.

Thomas, Matthew D.  
Discipline(s): Mathematics  
Education: Bachelor of Arts, Cornell University  
Experience: Mr. Thomas is currently an instructor for the University of Arizona. He has experience as a self-employed musician, as well as, a counselor for the Bel Air Athletic Club.

Walker, Rachel, Ph.D.  
Discipline(s): Biology  
Education: Master of Arts, Asian Studies, Cornell University, New York; Doctor of Philosophy, Water Resources, University of Minnesota  
Experience: Dr. Walker is completing her first year as an adjunct faculty in Environment Studies at Hamline University. She was a teacher assistant almost one year for the University of Minnesota.

Williams, Rachael M.  
Discipline(s): Computer Information Systems and Computer Software Applications  
Education: Bachelor of Science in Education, Comprehensive Business Education, Ohio University; Master of Information Systems Management, Information Systems Management, DeVry University  
Experience: Ms. Williams has eight years of teaching experience with Newark City Schools and Southwest Licking Schools. Currently, Ms. Williams is employed with Pascua Yaqui Tribe Center for Employment Training as an Instructor.

Wood, Heather L.  
Discipline(s): Nursing (Limited Exemption)  
Education: Bachelor of Science in Nursing, Nursing, University of Arizona  
Experience: Ms. Wood has twelve years of experience as a registered nurse with her current employer, Tucson Medical Center.

*Regular Employee
Zerai, Desale, Ph.D.

Discipline(s): Biology

Education: Master of Science, Animal Science, Doctor of Philosophy, Soil, Water, Environment, University of Arizona

Experience: Dr. Zerai has seven years of experience as a researcher at the University of Arizona. He is currently doing post-doctoral work at the University of Arizona.

Contact:

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

Dr. Roy Flores, Chancellor

*Regular Employee
TO: Board of Governors  DATE:  5/14/08
FROM: Chancellor           ITEM NO:  16.4
SUBJECT: Temporary Appointments

Recommendation:

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

Background:

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

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

Ahmed, Jamaal  Tutor III  EC
Education: Coursework, General Studies, Pima Community College
Experience: Mr. Ahmed has worked through the Tucson YMCA as a recreation specialist and volunteer official. He has also had seasonal retail experience.

Beltran, Claudia  Tutor III  EC
Education: Coursework, General Studies, Pima Community College
Experience: Ms. Beltran is currently employed through work-study for Pima Community College at the West Campus chemistry laboratory.

Bush, Robert G.  Instructor  CC
Education: Associate of Science, Computer Science: Small Business Computer Specialist, Pima Community College; Certificate, Medical Laboratory Technology, Franklin School of Science and Arts, Philadelphia, Pennsylvania
Experience: Mr. Bush has thirty years of experience as a Surgical Technologist in local health care facilities (1978-2008). He also has five years of experience as a Surgical First Assistant in local health care facilities (2002-2008). His experience includes these

(Continued)
surgical areas: hand and eye surgery, general surgery, urology, neurological, orthopedics, vascular, otolaryngology, microsurgery, endoscopy, and male fertility. He is also credentialed in Midas Rex and Medical Lasers.

Clark, Frances  Noncredit Instructor  CC
Education: Bachelor of Arts, Art, San Jose State University; Master of Fine Arts, Painting, University of Guanajuato
Experience: Ms. Clark spent twenty-eight years as a secondary education teacher in California and Nevada. For the past six years, she has re-focused her energies as a professional artist specializing in abstract painting. Professionally Ms. Clark paints as Francheskaa.

Coggin, Lara  Staff Instructor, Upward Bound  DV
Education: Bachelor or Arts, Cultural Anthropology, Yale University; Master of Arts, Native American Linguistics and American Indian Studies, University of Arizona
Experience: Ms. Cogg in has over two years of experience as an instructor.

Coleman, William  Tutor III  EC
Education: Coursework, General Studies, Pima Community College
Experience: Mr. Coleman is in his second year as an Arizona Biology Network participant. He has volunteered and has laboratory and tutoring experience.

Cross, Clyde  Student Services Specialist  WC
Education: Bachelor of Science, Business Administration, Spencerian College
Experience: Mr. Cross is a retired Pima Community College Student Services Specialist working in the capacity of Academic Advisor. He also has thirty years of business background. He is currently volunteering at the Mature Workers Connection through the Pima Council on Aging.

Encinias, Veronica  Noncredit Temporary Staff  CC
Education: Associate of Arts, Liberal Arts, Pima Community College; Bachelor of Arts, Education, University of Arizona
Experience: Ms. Encinas holds a K-12 teaching certificate and is currently employed by Tucson Unified School District as a first grade teacher. She has three years of classroom experience plus experience as a customer service representative in the banking industry.

Fields, Sharyl M.  Instructor  CC
Education: Associate of Science, Operating Room Technology, Pima Community College
Experience: Ms. Fields has thirty-three years of experience as a Certified Surgical Technologist in local health care facilities. Her experience includes scrub surgical procedures in general surgery, dermatological surgery, material management and training of material managers, instrument processing, pre- and post-operative calls, assisting in research, supervision of instrument aide, assisting in training residents, medical students, and assisting in emergency room procedures. She is a Certified Surgical Technologist, Association of Surgical Technologists (#78284); and Certified Surgical Technologist, The National Board of Surgical Technologists and Surgical Assisting (#83670).

(Continued)
Fuller, Shira

Noncredit Temporary Staff

Education: Bachelor of Arts, English, University of Minnesota

Experience: Ms. Fuller is currently employed as a kindergarten teacher in Sunnyside Unified School District. She has experience teaching 4th grade as well as teaching water safety to all ages. Customer service work experience comes from her work as a compliance officer in a financial firm.

Garcia, Victor

Tutor III

Education: Coursework, General Studies, Pima Community College

Experience: Mr. Garcia is currently employed at the Pima Downtown Campus Library in a work-study position. He is also currently volunteering as laboratory assistant at the University of Arizona. He also has experience in retail sales.

Hardy, Dennis

Courier

Education: Associate of Applied Science, Chemistry, Imperial Valley College; Associate of Arts, Electronics, College of the Air Force

Experience: Mr. Hardy is retired from the United States Air Force. During his time in the Air Force he worked as an electronics mechanic. Mr. Hardy is currently seeking temporary employment via the Mature Worker Connection.

Harper, Kevin

Tutor III

Education: Associate of Science, Science, Pima Community College

Experience: Mr. Harper is in his second year as an Arizona Biology Network participant. He is currently employed at Pima Community College West Campus in the chemistry laboratory. His diverse employment history includes commission sales and customer service.

Higuere, Darlene

Noncredit Instructor

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

Experience: Ms. Higuere became a certified teacher in 2007. She currently works as a substitute teacher for the Sunnyside Unified School District in a 1st grade classroom.

Howe, Veronica

Noncredit Staff

Education: Bachelor of Arts, Elementary Education, Prescott College

Experience: Ms. Howe holds a current teaching certificate from the Arizona Department of Education. While currently a 6th grade teacher, Ms. Howe also has experience working with 4th-8th graders and preschool age children. She also has customer service experience working in the insurance industry.

Ichihara, Leina

Tutor III

Education: Coursework, General Studies, Estrella Mountain Community College

Experience: Ms. Ichihara has previous experience in sciences class laboratories at Estrella Mountain Community College.
Temporary Appointments

Date: 5/14/08
Page 4

James, Rick  Tutor III  EC
Education: Coursework, General Studies, Diné College
Experience: Mr. James is in his second year as a participant in the Arizona Biology Network program. He is currently working as tutoring laboratory assistant at Diné College.

Jimenez, Blanca  Office Aide  WC
Education: Coursework, General Studies, Pima Community College
Experience: Ms. Jimenez is currently working as a student aide for Pima Community College in the West Campus Advising and Counseling Department.

Johnson, Leonard P.  Noncredit Staff  CC
Education: Bachelor of Arts, Journalism, University of Montana
Experience: Mr. Johnson is currently employed as a news anchor, weathercaster, and reporter for KGUN-TV in Tucson, Arizona. Prior to working in the Tucson market, Mr. Johnson worked as a reporter and weathercaster in the Phoenix metro area, Houston, Chicago, and Baltimore.

Kelsey, Laura  Noncredit Staff  CC
Education: Bachelor of Science, Agriculture, University of Arizona
Experience: Ms. Kelsey works as a substitute teacher for the Tucson Unified and Tanque Verde School Districts. Her experience includes three years as a volunteer for 4-H clubs and teaching karate to adults. In addition, Ms. Kelsey has sales and customer service experience.

Linares, Ashlee  Tutor III  EC
Education: Coursework, Science, Pima Community College
Experience: Ms. Linares has laboratory experience in biology and chemistry classes at Pima County Community College. She also has experience in customer service and as a waitress.

Lopez-Delgado, Alejandro  Tutor III  EC
Education: Coursework, General Studies, Pima Community College
Experience: Ms. Lopez-Delgado has experience working in chemistry laboratories for Pima Community College. She has worked as a volunteer and as paid staff for Tucson Unified School District.

Lozier, Angelica  Noncredit Instructor  CC
Education: Bachelor of Arts, Public Accounting, Universidad Autónoma de Chihuahua, Mexico
Experience: Ms. Lozier has twenty years of experience in banking and accounting. She attained her real estate license from the state of Arizona three years ago. Ms. Lozier is bilingual in English and Spanish.

Lugo, Gilbert  Tutor  WC
Education: Coursework, General Studies, Pima Community College
Experience: Mr. Lugo was formerly employed by Enterprise Rent-A-Car as a driver.

(Continued)
Lynn, Judith W.  
**Support Assistant (Testing Evaluator)**  
EC  
Education: Coursework, EMT-Basic, Pima Community College  
Experience: Ms. Lynn is a newly certified in EMT-Basic. She currently volunteers as a tutor for the Emergency Medical Technician department, works as a math teacher with her own small tutoring business, and has been a patient care technician at University Medical Center. She was state and nationally certificated in December 2007.

Marquez, Steve  
**Staff Instructor, Upward Bound**  
DV  
Education: Associate of Arts, Elementary Education, Pima Community College  
Experience: Mr. Marquez has over one year of experience as a high school teacher. He was a Tucson Police Officer for twelve years.

Munoz, Jorge  
**Tutor**  
WC  
Education: Associate of Science, Physics, Pima Community College  
Experience: Mr. Munoz was previously employed in sales and the fast food industry.

O'Conner, Dan  
**Special Projects Professional**  
CC  
Education: Certification, Firefighter I and II, Paramedic, Instructor/Evaluator I and II, Fire Officer I, State of Arizona; Certification, ACLS and PALS Provider, American Heart Association  
Experience: Mr. O'Conner is currently employed with Picture Rocks Fire District as a captain/paramedic. He has worked as a firefighter/paramedic since March 1999.

Sanders, Allisoah  
**Tutor**  
DV  
Education: Coursework, Engineering, Pima Community College  
Experience: Ms. Sanders has cashing handling and customer service experience.

Sedeno, Justis  
**Tutor III**  
EC  
Education: Coursework, Science, Pima Community College  
Experience: Mr. Sedeno is in his second year as an Arizona Biology Network participant. He has experience at Pima College laboratory classes and University of Arizona laboratories through the Arizona Biology Network program. He also has work experience at a local pharmacy.

Spann, Cathy  
**Laboratory Assistant**  
WC  
Education: Associate of Science, Digital Arts, Pima Community College; Associate of Arts, Art, Glendale Community College; Bachelor of Arts, Fine Arts and Photography, University of Arizona  
Experience: Ms. Spann has twenty years of experience in industrial and commercial photography, sales and marketing. She has a wide range of experience with software in the field. She has been a photographer for various businesses in Tucson, as well as a photography instructor at Marana High School.

Staroska, Michelle Mai  
**Program Assistant**  
DC  
Education: Coursework, Accounting, Pima Community College  
Experience: Ms. Staroska has six years of related experience.
Temporary Appointments

Staudt, Thomas
Education: Bachelor of Arts, Botany, University of Iowa
Experience: Mr. Staudt has worked as a freelance field biologist working on survey projects for the last few years.

Tong, Melissa
Education: Bachelor of Arts, Elementary Education, University of Arizona
Experience: Ms. Tong earned her teacher certification in 2006. She is currently employed by Tucson Unified School District as a 3rd grade teacher. While working on her degree is elementary education, Ms. Tong worked as a substitute teacher in Flowing Wells and Tucson Unified School Districts.

Tran, Nina
Education: Coursework, General Studies, Estrella Mountain Community College
Experience: Ms. Tran has laboratory experience with biology and chemistry classes at Estrella Mountain Community College.

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

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
SUBJECT: BP-1302: Signature Authority for Contracts – Final Reading

DATE: 5/14/08
ITEM NO: 16.5

Recommendation:

This is the final 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)

Dr. Roy Flores, Chancellor
The Board of Governors delegates to the Chancellor or designee the responsibility to review and sign approve, 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: 5/14/08
ITEM NO: 16.6
SUBJECT: BP-2601: Acquisition, Lease, Lease/Purchase and Management of Equipment, Personal Property and Services Board Policy – DELETE Final Reading

Recommendation:

This is the final 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/quotations 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:  5/14/08
FROM:      Chancellor                                ITEM NO:  16.7
SUBJECT:   Grant Proposal:
Arizona Department of Education Adult Education Services
Pima College Adult Education (PCAE) Program

Recommendation:

The Chancellor recommends that the Board of Governors approve the grant proposal for the Pima College Adult Education (PCAE) program, and, if funded, acceptance of the grant award from the Arizona Department of Education’s Adult Education Services Program for the period of July 1, 2008 – June 30, 2009.

Background:

The Workforce Investment Act (WIA) of 1998 requires each state to develop a five-year state plan for the delivery of adult education services. The WIA, and the current Arizona State Plan for Adult Education, each have been extended in the past four years. Reauthorization of the WIA is pending, and the state adult education delivery system continues to operate under the existing plan implemented July 1, 1999.

For nearly 40 years, PCAE (formerly Pima County Adult Education) has served adult learners in Pima County with Adult Basic Education, Adult Secondary Education, and English Language Acquisition for Adults classes and services. PCAE has been recognized twice (1992, 1999) by the U.S. Secretary of Education as one of twelve Outstanding Adult Education Programs in the nation. As part of the larger institution of Pima Community College, PCAE has the advantage of being aligned with the values, mission and goals of the College in meeting the community’s needs.

Through the proposed request for continued funding, PCAE expects to meet the State’s goals for educational gains in all areas of instruction. In addition, PCAE expects to meet the State’s goals for students gaining and retaining employment, achieving a secondary education diploma or General Equivalency Diploma (GED), and transitioning to post-secondary education and training. English Language Acquisition for Adults (ELAA) students will study English language skills in the contexts of civic involvement, parenting, post-secondary education and employment through texts and materials chosen by instructors, field trips, and guest speakers from various employers.

The PCAE grant proposal relates to Pima Community College’s 2006-2008 year plan, Initiative 2: Improve Access to Learning, Strategy 2.5: Identify institutional barriers, and Strategy 2.6: Identify and remove educational barriers.

(Continued)
Financial Considerations:

The total grant amount being requested from the Arizona Department of Education is $5,973,672. The table below illustrates the expense items to be supported by the grant:

<table>
<thead>
<tr>
<th>Program</th>
<th># of Learners to be Served</th>
<th>Funding Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Adult Basic Education/ Adult Secondary Education</td>
<td>3,560</td>
<td>$1,364,202</td>
</tr>
<tr>
<td>2. ABE/ASE Distance Learning</td>
<td>150</td>
<td>$25,263</td>
</tr>
<tr>
<td>3. English Language Acquisition for Adults</td>
<td>3,290</td>
<td>$1,136,835</td>
</tr>
<tr>
<td><strong>Total # of Students</strong></td>
<td><strong>7,000</strong></td>
<td><strong>$2,526,300</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Matching Funds</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Earned Income (if applicable)</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Other Funds (Federal)</strong></td>
</tr>
<tr>
<td><strong>TOTAL PROGRAM COST</strong></td>
<td></td>
<td><strong>$5,973,672</strong></td>
</tr>
</tbody>
</table>

Other funding expenses and in-kind contributions must equal at least 25% of total estimated expenses. The total amount of matching funds, earned income, and other funds reported above reflect the revenue from all sources for PCAE.

The College has evaluated the risks associated with the proposed activities and has determined they do not represent an undue liability. College staff has reviewed the proposal and associated activities.

Contact Person:

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

[Signature]
Dr. Roy Flores, Chancellor
Recommendation:

The Chancellor recommends that the Board of Governors approve the “InterVention” grant proposal and, if funded, acceptance of the grant award with The Motorola Foundation for the period of June 1, 2008 through May 30, 2009.

Background:

Pima County Community College Adult Education Family Literacy Program (FLP) will build a new relationship with The Motorola Foundation to engage K-12 students and teachers in breakthrough programs in innovation, science, technology, engineering and math. Funding priorities include engaging students in innovative, hands-on activities with emphasis on problem-solving. The program will target girls and underrepresented minorities. The Mission of FLP is to “Teach the parent, reach the child, and change the future.”

The Intervention Program would be placed at ten sites that are located in three different school districts chosen for continued family literacy services. The role of InterVention is to provide deliberate, intentional, and fun math and science activities for parents and their children who are struggling to succeed in these areas due to language and cultural limitations. Through InterVention, mothers will develop skills to support their children’s learning of math and science. 200 families will have hands-on math and science experiences using the philosophy of “learning through discovery.” The overarching goal is to break the intergenerational cycle of poverty and undereducation.

There are three components of The Intervention Program. The first component provides weekly Math and Science activities at the FLP sites. The second component provides monthly Family Math and Science nights at designated sites. The third component will be monthly Math and Science professional guest speakers. Professionals in the community will be invited to talk about how Math and Science impact their work. At least 50% of these guests will be women. The year will culminate in a Family Math and Science Fair where parents and children can display a Math or Science invention for other families and the community to observe.

The InterVention grant proposal relates to Pima Community College’s 2006-2008 year plan, Initiative 2: Improve Access to Learning, Strategy 2.5: Identify institutional barriers, and Strategy 2.6: Identify and remove education barriers.
Financial Considerations:

The total grant amount being requested is $131,778. The table below illustrates the expense items to be supported by the grant:

**Expense Items:**

- **InterVention Coordinator**
  - 1 FTE
  - Fringe @ 29%
  - Total: $44,482

- **InterVention Support Staff**
  - .5 FTE
  - Fringe @ 18%
  - Total: $13,218

*Family Math and Science* Training from Lawrence Hall of Science, Berkeley
- Two trainers for two days to train 60: $4,800
- Travel expenses (flight, hotel, per diem): $1,698
- *Family Math and Science for Young Children* books for 60 participants @ 25 each: $1,500
- Shipping for materials: $150

*Family Math and Science* Supplies for 10 sites @ 1000/site: $10,000

Hospitality for Math and Science Nights and Fairs (300/site): $3,000

Indirect Costs @ 40%

**TOTAL**

$131,778

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

The College has evaluated the risks associated with the proposed activities and has determined they do not represent an undue liability.

**Contact Person:**

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

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
ITEM NO: 16.9
DATE: 5/14/08

SUBJECT: Curriculum Recommendations – Program Inactivation: Advanced Educational Technology – Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the Advanced Educational Technology Certificate for Direct Employment.

Background:

The Pima Community College Education Department recommends inactivating this program due to changing training needs and low enrollments.

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: 5/14/08  
ITEM NO: 16.10  
SUBJECT: Contract: Metro Networks

Recommendation:

The Chancellor recommends that the Board approves a new contract with Metro Networks to continue to provide the College with radio advertising on traffic broadcasts from July 1, 2008 – June 30, 2009 with no increase in price.

Background:

Metro Networks currently provides sponsored traffic reports on 20 area radio stations. Essentially, this means that each traffic report carries a short spoken advertisement for the sponsoring organization, and these are broadcast on 20 different stations. These stations include the following: KCMT-FM, KCUB-AM, KEVT-AM, KFFN-AM, KFMA-FM, KGMG-FM, KGVY-AM, KHYT-FM, KIIM-FM, KJLL-AM, KLPX-FM, KMXZ-FM, KQTH-FM, KSZR-FM, KTKT-AM, KTUC-AM, KUAZ-AM, KUAZ-FM, KVOI-AM, and KXCI-FM. The Fall 2007 Arbitron ratings indicate that this advertising reaches 88% of area adults age 18 and over. In addition, telephone calls to the College Information Center following such advertising show this to be one of the most successful media for the College. The Marketing Department would like to continue this advertising for the coming FY 2008-2009.

Financial Considerations:

The contract for FY 2008/2009 will total $176,800.

College Plan Initiative:

This action is in support of Initiative 2, Improve Access to Learning, Strategy 2.6, Identify and remove educational barriers.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors  
FROM: Chancellor  
SUBJECT: Contract: Western Web & Graphics Inc.  
Non-Credit Schedule of Classes for Fiscal Year 2008/2009  

DATE: 5/14/08  
ITEM NO: 16.11

Recommendation:

The Chancellor recommends that the Board of Governors award a contract to Western Web & Graphics Inc. for printing services, mail preparation, and delivery of the Non-Credit Schedules of Classes for Fiscal Year 2008/2009.

Background:

The Procurement Department, on behalf of the Marketing Department, conducted a bid process to obtain the best possible pricing for printing and delivery of the 2008/2009 Non-Credit Schedules of Classes. The bid process was completed in April 2008. Two bids were received.

Western Web & Graphics Inc. submitted the low bid. The recommendation to award the contract for printing of the Non-Credit Schedules of Classes is based on pricing and on a review of the printer's effectiveness. The College evaluated the printer's performance using the following criteria: 1) ability to meet deadlines; 2) the quality of the finished product, including trimming and legibility of print; and 3) ability to meet distribution requirements.

The total number of Non-Credit Schedules of Classes to be printed for Fiscal Year 2008/2009 is 935,000 Schedules. This is 40,000 less Schedules than the 975,000 printed in Fiscal Year 2007/2008.

Financial Considerations:

The estimated total amount required is $218,908. Of this amount $199,007 is for printing, mail preparation, delivery and applicable taxes; $19,901 is for contingency funding for printing, mail preparation, and delivery (use limited to an amount that is justified by cost increases in materials and services only).

College Plan Initiative:

This recommendation supports Initiative 2: Improve Access to Learning, Strategy 2.5 – Identify Institutional Barriers and Strategy 2.6: Identify and Remove Educational Barriers, of the 2006-2008 College Plan.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
DATE: 5/14/08
ITEM NO: 16.12
SUBJECT: Contract:
Western Web & Graphics Inc.
Credit Schedules of Classes for Fiscal Year 2008/2009

Recommendation:

The Chancellor recommends that the Board of Governors award a contract to Western Web & Graphics Inc. for printing services and delivery of the Credit Schedules of Classes for Fiscal Year 2008/2009.

Background:

The Procurement Department, on behalf of the Marketing Department, conducted a bid process to obtain the best possible pricing for printing and delivery of all editions of the 2008 Credit Schedules of Classes. The bid process was completed in April 2008. Two bids were received.

Western Web & Graphics Inc. submitted the low bid. The recommendation to award the contract for printing of the Credit Schedules of Classes is based on pricing and on a review of the printer’s effectiveness. The College evaluated the printer’s performance using the following criteria: 1) ability to meet deadlines; 2) the quality of the finished product, including trimming and legibility of print; and 3) ability to meet distribution requirements.

The total number of Credit Schedules of Classes to be printed in each edition is 55,000 Schedules. These will not be mailed, but will be available on the campuses and at a variety of locations throughout Tucson.

Financial Considerations:

The estimated total amount required is $72,095. Of this amount $65,500 is for printing, delivery and applicable taxes; $6,595 is for contingency funding for printing, and delivery (use limited to an amount that is justified by cost increases in materials and services only).

College Plan Initiative:

This recommendation supports Initiative 2: Improve Access to Learning, Strategy 2.5 – Identify Institutional Barriers and Strategy 2.6: Identify and Remove Educational Barriers, of the 2006-2008 College Plan.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
SUBJECT: Contracts: Oracle Software License and Services

DATE: 5/14/08
ITEM NO: 16.13

Recommendation:

The Chancellor recommends that the Board of Governors approve the purchase of Oracle Software Licenses and Services for the 2008/2009 Fiscal Year.

Background:

At the June 13th, 2007 Board of Governors' meeting, approval was granted to spend $300,000 with Oracle Corporation during the 2007/2008 fiscal year. Our Oracle application services contract is based on the total number of PCC staff, faculty, and students. This number increased by 1,371 units and the total due to Oracle for FY 2007/2008 is now $312,000. Approval of this Board Report will increase Oracle spending from $300,000 to $312,000 for the 2007/2008 Fiscal Year.

Financial Considerations:

This maintenance agreement is funded from the General (Operating) Budget.

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oracle Corporation</td>
<td>Oracle Relational Database &amp; Tools</td>
<td>$312,000</td>
</tr>
</tbody>
</table>

Contact Person:

Kirk Kelly, Vice Chancellor for Information Technology (206-4809)

Dr. Roy Flores, Chancellor
TO: Board of Governors  DATE: 5/14/08
FROM: Chancellor  ITEM NO: 16.14
SUBJECT: Library Participation in Cooperative Buying Program with Community College Library Consortium

Recommendation:

The Chancellor recommends that the Board of Governors approve continued Library participation in the Community College Library Consortium (CCLC) and authorize the PCC Library to initiate subscriptions and purchases through the CCLC in an amount not to exceed $150,000 for 2008-09.

Background:

In May 2007 the Board of Governors approved Pima Community College Library membership in the Community College Library Consortium (CCLC). This is the consortium that acts as a library “buying club” for the Community College League of California, an organization that represents all 72 districts and 106 community colleges in that state. There are also now two Arizona community college districts that purchase electronic resources through CCLC.

PCC’s first year of membership (2007-08) was very successful. The Library was able to transfer several of its existing electronic subscriptions and to initiate 60 new ones with CCLC. In total, the Library subscribed to 70 databases, expending $133,067.95 with CCLC. Students and faculty have benefited from a broader array of electronic resources in all subject areas. And staff in Library Technical Services at the District Office have been able to streamline operations by virtue of a reduction in the number of invoices that need to be processed.

Pima Community College will have to notify the CCLC of the database products to which it wishes to subscribe for FY09 in April 2008. The Library is requesting authorization to purchase up to $150,000, an amount in excess of what we spent in FY08 for three reasons: 1) we anticipate up to 5% increase in the cost of databases (the amount to vary depending on the publisher); 2) some current non-CCLC database subscriptions may become available through the Consortium at lower prices than we currently pay; and 3) the Consortium may offer new database products that may be useful to our students and faculty.

This continued participation supports the 2006-2008 College Plan Initiatives 2, Strategy 2.1, which states: Expand and enhance collaborations with non-profit and community-based groups.

Financial Considerations:

The PCC Library estimates that it will continue to save at least $25,000 over what it paid in 2006-07 for a comparable selection of electronic databases by participating with the Community
College Library Consortium. The college has evaluated risks and determined there will be no unusual liability or risk to Pima Community College students, employees, or property as a result of continued participation with the CCLC.

Contact Person:

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

[Signature]

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
DATE: 5/14/08
ITEM NO: 16.15

SUBJECT: Lease of Property:
Eastside Learning Center – 1620 South Alvernon

Recommendation:

The Chancellor recommends that the Board of Governors approve a lease renewal for the Eastside Learning Center facility at 1620 South Alvernon.

Background:

Pima College Adult Education has leased the facility at 1630 S. Alvernon for the Eastside Learning Center since September 1991, with the most recent lease agreement signed in 2003. The location includes approximately 11,000 square feet of administrative/classroom space and another 8,000 square feet of storage space. Administration has negotiated with the landlord, Cactus Bowl, Inc., for a new three year lease, with an option to renew for a second three year term.

Financial Considerations:

The first year of the lease is based on a competitive annual charge of $6.27 per square foot, which corresponds to annual lease charge of $119,424 plus rental tax. Years two and three are based on increases of 3 percent per year.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors  DATE: 5/14/08
FROM: Chancellor  ITEM NO: 16.16
SUBJECT: Construction Force Account Limit Increase

Recommendation:
The Chancellor recommends that the Board of Governors approve a Force Account limit of $50,000 per construction project.

Background:
As a political subdivision, Pima Community College has the authority to create procurement policy or adopt all or part of the state procurement code. Presently, the College follows A.R.S. 41-2572 for construction projects, which limits the total construction costs by College labor or force account to $20,000 per project. The $20,000 limit can be too restrictive for many College projects and results in contracting out work that could be performed by qualified College employees. A Force Account limit of $50,000 per project would increase the number of projects that could be completed by College employees.

Financial Considerations:
When construction projects are contracted to outside vendors, vendor charges may be higher than College costs to perform the work. Bidding and purchasing processes also increase the aggregate project costs. It is estimated that the College could save as much as $100,000 per year with an increased Force Account limit.

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

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
SUBJECT: Fiscal Year 2008/2009 Proposed Budget

DATE: 5/14/08
ITEM NO: 17

Recommendation:

The Chancellor recommends that the Board of Governors approve the Fiscal Year 2008/2009 proposed budget for a public hearing on June 11, 2008, and, immediately following the public hearing, a special board meeting for the purpose of adopting the proposed budget; and approve the proposed budget for publication in the Arizona Daily Star on May 26 and June 3, 2008 according to statutory requirements.

Background:

The proposed Fiscal Year 2008/2009 budget is being presented for consideration by the Board of Governors. The process for review and adoption of the District budget is fixed in several sections of State law and is intended to facilitate the public review of all budgets that affect the county taxpayers. A.R.S. §15-1461 and A.R.S. §15-1461.01 provide the guidelines each district must follow in terms of the development and public dissemination of its annual budget.

The “Fiscal Year 2008/2009 Proposed Budget” document presented May 14, 2008 summarizes estimated sources of funds and expenditure of funds for the entire District budget. Individual line items may change as the appropriation details are finalized by College administration. However, by approving the proposed budget for publication, the Board establishes maximum revenue and expenditure amounts. By setting maximum revenues and expenditures, the District’s primary and secondary property tax levies become fixed for taxpayer review. The administration is requesting that the Board approve the proposed budget for publication to meet statutory requirements and effect the following listed activities:

- May 26: Publish the proposed budget, first public notice of the public hearing and special board meeting, and first Truth in Taxation notice in the Arizona Daily Star.

- June 3: Publish the proposed budget, the second public notice of the public hearing and special board meeting, and second Truth in Taxation notice in the Arizona Daily Star.

- June 11: Conduct a public hearing on the proposed budget and, immediately following the public hearing, conduct a special board meeting for the purpose of adopting the budget.

(Continued)
Fiscal Year 2008/2009 Proposed Budget

June 13 Transmit a copy of the Truth in Taxation notice, a statement of its publication and result of the Board of Governors' vote to the Property Tax Oversight Commission.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors  
FROM: Chancellor  
DATE: 5/14/08  
ITEM NO: 18  
SUBJECT: Capital Budget Plan for Fiscal Years 2009 and 2010

Recommendation:

The Chancellor recommends that the Board of Governors approve the attached list of capital projects for fiscal years 2009 and 2010.

Background:

The capital budget process identified equipment replacement and facility projects greater than $2,500 that would best meet the needs and serve the mission of the College. Campuses and District Office units submitted capital requests for their areas, prioritized their requests, and identified potential funding sources. A workgroup consisting primarily of the Presidents, Executive Vice Chancellors, and Vice Chancellors subsequently reviewed and prioritized the projects to ensure safety of facilities and equipment, meet accreditation requirements, maintain standards of operation, upgrade antiquated facilities and technologies, and meet College Plan objectives.

The final list of recommended projects was then determined by the funds available for each of the fiscal years. Attached is a summary page showing the recommended projects categorized by funding source, project category, and originating campus or unit. Following the summary is a detail list of the recommended projects with the projected costs for each of the two fiscal years.

Financial Considerations:

See attached Capital Budget detail for project costs and funding sources.

Contact Person:

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

Dr. Roy Flores, Chancellor
Pima County Community College District
FY 2009 and FY 2010 Capital Budget Summary

By Funding Source

<table>
<thead>
<tr>
<th>Source</th>
<th>FY 2008-09</th>
<th>FY 2009-10</th>
<th>Two Year Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Capital</td>
<td>$11,391,729</td>
<td>$10,411,404</td>
<td>$21,803,133</td>
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<tr>
<td>Proposition 301</td>
<td>$1,907,694</td>
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<td>Technology Fee</td>
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<td>$1,448,400</td>
<td>$3,416,800</td>
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<td>Auxiliary</td>
<td>$100,000</td>
<td>$50,000</td>
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<tr>
<td>Grant</td>
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<tr>
<td>Contract</td>
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<tr>
<td>Total</td>
<td>$16,254,023</td>
<td>$12,780,204</td>
<td>$29,034,227</td>
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By Category

<table>
<thead>
<tr>
<th>Category</th>
<th>FY 2008-09</th>
<th>FY 2009-10</th>
<th>Two Year Total</th>
</tr>
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<tbody>
<tr>
<td>Fire, Life, Health, Safety</td>
<td>$2,220,000</td>
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<td>Program Accreditation</td>
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<td>Life Cycle</td>
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<td>Obsolete Equipment</td>
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<td>$3,397,500</td>
<td>$5,688,916</td>
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<td>College Plan</td>
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<td>$3,323,604</td>
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<td>Total</td>
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<td>$12,780,204</td>
<td>$29,034,227</td>
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Responsible Unit

District Office/College Wide Projects

<table>
<thead>
<tr>
<th></th>
<th>FY 2008-09</th>
<th>FY 2009-10</th>
<th>Two Year Total</th>
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</thead>
<tbody>
<tr>
<td>Administration</td>
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<td>$9,587,000</td>
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<tr>
<td>Academic and Student Services</td>
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<tr>
<td>Information Technology</td>
<td>$6,000,100</td>
<td>$4,517,100</td>
<td>$10,517,200</td>
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<tr>
<td>Human Resources</td>
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<td>$180,000</td>
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</table>

Campus

<table>
<thead>
<tr>
<th>Campus</th>
<th>FY 2008-09</th>
<th>FY 2009-10</th>
<th>Two Year Total</th>
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<tr>
<td>Community</td>
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<tr>
<td>Downtown</td>
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<td>Desert Vista</td>
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<tr>
<td>East</td>
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<td>$297,500</td>
<td>$510,000</td>
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<tr>
<td>Northwest</td>
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</tr>
<tr>
<td>West</td>
<td>$1,096,800</td>
<td>$0</td>
<td>$1,096,800</td>
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<tr>
<td>Total</td>
<td>$16,254,023</td>
<td>$12,780,204</td>
<td>$29,034,227</td>
</tr>
</tbody>
</table>
# | Unit | Request Title | FY 2008-09 | FY 2009-10 | Two Yr Total | Funding Source  
--- | --- | --- | --- | --- | ---  
1 | AD | Child Care Centers Kitchen Remodeling (DV, DC, WC) | $369,000 | $369,000 | General Capital  
2 | NW | Art Room Exhaust Outlet | $50,000 | $50,000 | General Capital  
3 | AD | Repair/Replace sidewalks, walkways, stairways, etc. | $150,000 | $150,000 | General Capital  
4 | AD | NW Hillside Drainage Improvement Project | $600,000 | $600,000 | General Capital  
5 | DV | Fall Protection - Aviation Program | $26,000 | $26,000 | Proposition 301  
6 | AD | Roof Access Ladders - multi campus | $90,000 | $90,000 | General Capital  
7 | AD | EC Retention Basin Corrections | $200,000 | $200,000 | General Capital  
8 | AD | Automotive Garage Exhaust System Upgrade | $35,000 | $35,000 | General Capital  
9 | IT | Emergency Notification System | $250,000 | $250,000 | Technology Fee  
10 | AD | Scissors-lift Work Platforms (2) | $15,000 | $15,000 | General Capital  
11 | AD | Replace Damaged Safety Railings | $500,000 | $500,000 | General Capital  
12 | AD | RV Building West Entry Repairs | $91,000 | $91,000 | General Capital  
13 | AD | Landscape stabilization and repair due to water damage | $150,000 | $150,000 | General Capital  
14 | PR | Shade Structure for WC Childcare Development Center | $5,500 | $5,500 | General Capital  
15 | PR | Child Development Center Play Structure | $3,500 | $3,500 | General Capital  
16 | WC | New Nursing Classroom | $400,000 | $400,000 | General Capital  
17 | WC | Nursing Dean's Suite - Contract funded | $55,000 | $55,000 | Contract  
18 | WC | Nursing faculty offices - Brown Foundation funds | $55,000 | $55,000 | Grant  
19 | DC | Install Additional Sink for Art Class | $2,825 | $2,825 | General Capital  
20 | CC | PSESI Fire Science Turnout Gear | $20,000 | $20,000 | Proposition 301  
21 | AD | Signage and Directory replacement update - multi campus | $100,000 | $100,000 | General Capital  
22 | CC | Motorcycle Safety Federation Fleet Life Cycle Replacement | $20,000 | $20,000 | Contract  
23 | IT | Datacenter Systems Replacement/Expansion | $395,000 | $175,000 | General Capital  
24 | AD | Facility and Compliance Audit | $283,000 | $283,000 | General Capital  
25 | IT | Academic Computer & Technology Allocation | $1,518,400 | $1,448,400 | Technology Fee  
26 | IT | Academic Computer & Technology Allocation - Proposition 301 | $870,400 | $870,400 | Proposition 301  
27 | IT | Administrative Computer Allocation | $950,300 | $950,300 | General Capital  
28 | AD | Signage and Directory replacement update - multi campus | $100,000 | $100,000 | General Capital  
29 | AD | Locks & Security repair, replace, and upgrade | $400,000 | $400,000 | General Capital  
30 | AD | Restroom update project | $350,000 | $200,000 | General Capital  
31 | AD | HVAC improvements | $300,000 | $300,000 | General Capital  
32 | AD | Building re-painting | $250,000 | $100,000 | General Capital  
33 | AD | Parking Lot Paving | $300,000 | $300,000 | General Capital  
34 | AD | Roof Maintenance | $600,000 | $200,000 | General Capital  
35 | AD | Plumbing infrastructure upgrades | $150,000 | $150,000 | General Capital  
36 | AD | Flooring Replacement | $250,000 | $150,000 | General Capital  
37 | AD | Ceiling Tile replacement | $50,000 | $50,000 | General Capital  
38 | AD | Police Patrol Vehicle Replacement | $70,000 | $70,000 | General Capital  
39 | AD | College Fleet Vehicle Replacement | $100,000 | $100,000 | General Capital  
40 | AD | College Fleet Vehicle Replacement | $6,857,100 | $6,494,100 | $12,351,200 |
# | Unit | Request Title | FY 2008-09 | FY 2009-10 | Two Yr Total | Funding Source  
--- | --- | --- | --- | --- | ---  
Obsolete Equipment  
41 CC | CTD Health Occupations Replacement Equipment-Mannequins | $4,000 | | | $4,000 Proposition 301  
42 DV | New Desert Vista Central Plant | $720,000 | $3,280,000 | $4,000,000 General Capital  
43 CC | CTD Health Occupations Replacement Equipment-Hospital Beds | $4,000 | | $4,000 Proposition 301  
44 CC | Prison Program Storage Trailer Replacement | $144,000 | | $144,000 Proposition 301  
45 EC | Replace outdated classroom furniture | $100,000 | | $100,000 General Capital  
46 CC | CTD Food Services Equipment | $35,000 | | $35,000 Proposition 301  
47 EC | Replace outdated, antiquated office furniture | $45,000 | | $45,000 General Capital  
48 WC | Resurface Tennis Courts | $23,000 | | $23,000 General Capital  
49 CC | Center for Learning Technology Digital Video Hardware/Software | $285,000 | | $285,000 General Capital  
50 EC | Replace old instructional equip (anatomy models, maps, etc.) | $37,500 | $37,500 | $75,000 General Capital  
51 AD | DO Replace 2 Computer Room Air Conditioning units | $250,000 | | $250,000 General Capital  
52 DV | Add electrical pedestals for science lab rooms | $40,000 | | $40,000 General Capital  
53 EC | Replace old student outdoor & patio furniture | $30,000 | $30,000 | $60,000 General Capital  
54 CC | CTD Business/Office Furniture Replacement | $37,000 | | $37,000 Proposition 301  
55 CC | PSESI Network Expansion for Training Center | $15,000 | | $15,000 Proposition 301  
56 DV | 10 Minilab Units for Chemistry, Biology, and Physics courses | $13,500 | | $13,500 General Capital  
57 AD | WC Utilities Master plan | $150,000 | | $150,000 General Capital  
58 CC | PCACE Life Cycle Classroom Furniture Replacement | $60,000 | | $60,000 Proposition 301  
59 DV | Replace classroom Workstations (27), lecterns, chairs | $40,700 | | $40,700 General Capital  
60 CC | Replace PCACE Movable Partition Wall | $89,000 | | $89,000 Proposition 301  
61 CC | Replace PSESI Classroom Furniture | $35,000 | | $35,000 Proposition 301  
62 WC | Disabled Student Resources: CCTVs | $4,600 | | $4,600 General Capital  
63 WC | Sewing Machines for Fashion Design Program | $3,800 | | $3,800 Proposition 301  
64 DC | Precision Grinding Tool | $2,816 | $2,816 | $2,816 Proposition 301  
65 WC | Science Lab Industrial Dishwasher | $45,000 | | $45,000 Proposition 301  
66 DV | Mechanical Convection Ovens | $13,500 | | $13,500 Proposition 301  
67 AD | Replace Obsolete Food Service Equipment - multi campus | $50,000 | $50,000 | $100,000 Auxiliary  
68 WC | Dental Lab Micro Motors | $14,000 | | $14,000 Proposition 301  
Subtotal | | $2,291,416 | $3,397,500 | $5,688,916  
College Plan Initiative Projects  
69 HR | Collegewide Event Planning Software | $30,000 | | $30,000 General Capital  
70 WC | Radiologic Technology Orthopedic Table & Cart | $45,000 | | $45,000 Grant  
71 DV | Sahuarita Unified School District Partnership | | |  
72 WC | Vapotherm High flow Therapy System for Respiratory Therapy | $4,000 | | $4,000 Grant  
73 HR | Job Applicant Tracking System | $150,000 | | $150,000 General Capital  
74 PR | FAQ Knowledge Management System | | $135,000 | $135,000 General Capital  
75 CC | Green Valley lecture hall and classroom acoustical treatment | $115,000 | | $115,000 General Capital  
76 EC | Expand Receiving Warehouse | | $230,000 | $230,000 General Capital  
77 IT | Telecommunications Equipment Replacement (VOIP) | $1,726,000 | $778,000 | $2,504,000 General Capital  
78 PR | Virtual Tours of Campuses & Augmented Campus Maps | $27,000 | | $27,000 General Capital  
79 IT | IT Security: Laptop encryption and Server intrusion software | $90,000 | | $90,000 General Capital  
80 PR | Library Electronic Resource Management | $21,500 | | $21,500 General Capital  
81 WC | Archaeology gate replacement/upgrade | $30,000 | | $30,000 Contract  
82 IT | Oracle Partitioning Software | | $295,000 | $295,000 General Capital  
83 NW | New Parking Lot | $342,000 | | $342,000 General Capital  
84 PR | Library Web Bridge | $9,500 | | $9,500 General Capital  
85 DC | Replace Vehicle Hoists | $4,000 | | $4,000 Proposition 301  
86 NW | Classroom notebook computer ovens with software | $50,000 | $100,000 | $150,000 General Capital  
87 DC | Reconfigure space to add classroom | $192,864 | | $192,864 General Capital  
88 IT | Student Services Technology Projects (workflow, etc.) | $200,000 | | $200,000 Technology Fee  
89 NW | Disabled Student Resources Magnifying PC w/17” monitor | $3,100 | | $3,100 General Capital  
90 WC | Skeleton Torso Model for Radiologic Labs | $6,500 | | $6,500 Grant  
91 NW | Morgue Refrigerator (mini) | | $25,004 | $25,004 General Capital  
92 WC | Fiberoptic Video Bronchoscopy Cart | $100,000 | | $100,000 General Capital  
93 NW | Gas Chromatography System | $21,140 | | $21,140 General Capital  
94 WC | Ventilator w/icardio-pulmonary monitoring for Respiratory Therapy | $20,500 | | $20,500 Grant  
95 DV | Security Gate-Aviation for Aviation Technology Center | $20,000 | | $20,000 Proposition 301  
96 WC | Electronic Manikin Systems | $14,000 | | $14,000 Grant  
97 NW | Student Life Office/Classroom | | $33,200 | $33,200 General Capital  
98 WC | Scenarios for SimMan simulator manikin for Respiratory Therapy | $3,500 | | $3,500 Grant  
99 WC | SimMan Patient simulator manikin for Respiratory Therapy | $65,000 | | $65,000 Grant  

Pima County Community College District  
FY 2009 and FY 2010 Capital Budget  
Recommended Projects
# Recommended Projects

<table>
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<tr>
<th>#</th>
<th>Unit Request Title</th>
<th>FY 2008-09</th>
<th>FY 2009-10</th>
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<td>Archaeology Ground Positioning System Equipment</td>
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<td>Aircraft Pushback Tractor for Aviation Technology Center</td>
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<td>Reach-in Freezer for Culinary Program</td>
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Total: $16,254,023 $12,780,204 $29,034,227
TO: Board of Governors
FROM: Chancellor
SUBJECT: Target Corporation Foreign Trade Zone Application

DATE: 5/14/08
ITEM NO: 19

Action:

The Board of Governors directs the administration to draft a letter to Target Corporation in response to their request for a reduced tax assessment valuation rate and Foreign Trade Zone (FTZ) sub-zone designation. Because the College has a responsibility to provide education and develop our community through learning, the letter should indicate that the College will support the Target Corporation FTZ sub-zone application if Target agrees to compensate the College for the loss in property tax revenues due to the FTZ sub-zone designation.

Background:

Target Corporation has been working with Tucson Regional Economic Opportunities (TREO) to attain a Foreign Trade Zone (FTZ) subzone classification for its new 975,000 square foot Target.com fulfillment center, which is located on E. Rita Drive. FTZ is a special zoning designation that allows property to be treated as though it is legally outside of the U.S. Custom's territory. As such, merchandise may be brought in and stored duty-free without full customs formalities. Arizona is one of six states that provide a reduced tax assessment valuation rate for FTZ property. Whereas Arizona commercial property is currently assessed at a rate of .23, FTZ property is assessed at a rate of .05.

In order to attain FTZ status, Target must file an application with TREO, which serves as the local grantee entity for the federal process. As part of the federal process, Target is required to attain letters from the local taxing entities that will be affected by the FTZ designation. Target, working through a consulting firm, IMS Worldwide, contacted the College and requested a letter of support. Target provided information indicating that the College will see increased tax revenues from the developed property, and outlined various general community benefits, including new employment opportunities, corporate financial support for education, social services, and the arts, and enhanced economic development.

Financial Considerations:

The College currently receives about $1,000 in primary and secondary property tax revenue from the undeveloped land at the new Target location. As FTZ designated property, the future $69.5 million property would generate about $41,000 per year in primary and secondary tax levies. The combined levy amount for developed commercial property would exceed that of FTZ property by about $132,000 per year, which includes a difference of approximately $113,000 per year in primary property tax general fund revenues.

(Continued)
Contact Person:

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

[Signature]

Dr. Roy Flores, Chancellor
TO: Board of Governors  
FROM: Chancellor  
SUBJECT: College Plan 2008-2011

Recommendation:

The Chancellor recommends that the Board of Governors approve the College Plan 2008-2011.

Background:

During the 2006-2008 academic years, the planning committee designed a three-year plan to give specific direction to Pima Community College as we respond to our community and advance into the future. The plan concentrates efforts into seven initiatives.

The initiatives are:
1. Provide Evidence of Student Learning and Teaching Effectiveness
2. Improve Student Success in Developmental Education
3. Redesign Student Services
4. Create Foundations for Creativity and Innovation
5. Improve the Use of Physical Assets
6. Master Technology
7. Strengthen Administrative Operations

These initiatives contain the strategies and specific actions the College will use to respond to needs of various constituencies. Each strategy has a specified completion date and all initiatives will be completed by March, 2011. Students, employers, and government all have increasing and changing requirements and Pima Community College is committed to meeting those needs.

Financial Considerations:

The College Plan is funded through general operating budgets, existing grant funds, and capital outlay requests approved by the Board of Governors.

Contact Person:

Dr. Roy Flores, Chancellor (206-4747)

[Signature]

Dr. Roy Flores, Chancellor
Faculty

**Beckman-Brito, Kristina**  
*Instructional Faculty*  
Salary: $48,600  
Downtown Campus-Writing  
Effective: 8/20/08  
Selected to fill a vacant position  
Education: Doctor of Philosophy, Second Language Acquisition and Teaching; Master of Arts, English Language and Linguistics; Bachelor of Science, Business/Accounting, University of Arizona  
Experience: Dr. Beckman-Brito is currently adjunct faculty for Pima County Community College and Central Arizona College. Previously she was an assistant professor of English for John Jay College.  
Recruitment Overview:  
An external recruitment was conducted. Fifty-two complete applications were received. The applications were screened by an advisory committee and the finalists were interviewed by several Campus Presidents.

**Burge, April**  
*Instructional Faculty*  
Salary: $40,500  
Downtown Campus-Writing  
Effective: 08/20/08  
Selected to fill a vacant position  
Education: Master of Arts, English, Northern Arizona University; Bachelor of Arts, English, Northwest Missouri State University  
Experience: Ms. Burge is currently an Administrative Appointment for Pima County Community College. Previously she was adjunct faculty for Pima County Community College and Northern Arizona University.  
Recruitment Overview:  
An external recruitment was conducted. Fifty-two complete applications were received. The applications were screened by an advisory committee and the finalist was interviewed by several Campus Presidents.

**Cochran, Joshua**  
*Instructional Faculty*  
Salary: $43,740  
West Campus-Writing  
Effective: 8/20/08  
Selected to fill a vacant position  
Education: Master of Fine Arts, English-Creative Writing, City College of New York; Bachelor of Arts, English-Creative Writing, University of Arizona  
Experience: Mr. Cochran has been an adjunct instructor for the City College of New York for the past four years. He was previously an English and Writing instructor for TUSD.  
Recruitment Overview:  
An external recruitment was conducted. Fifty-two complete applications were received. The applications were screened by an advisory committee and the finalists were interviewed by several Campus Presidents.

(Continued)
Addendum
New Appointments
Item No. 16.1
BOG 05/14/08

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Salary</th>
<th>Effective</th>
<th>Education</th>
<th>Experience</th>
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<td>Instructional Faculty</td>
<td>$42,525</td>
<td>8/20/08</td>
<td>Master of Business Administration, Accounting; Bachelor of Arts, English, University of Arizona</td>
<td>Ms. Kaye is currently fulfilling an Administrative Appointment for Pima Community College. She has also served in the positions of adjunct faculty and Fiscal Advanced Analyst. She was previously an Accounting Manager at Black and Decker Corporation.</td>
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<td>Lam, Nghi</td>
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<td>$40,500</td>
<td>07/01/08</td>
<td>Master of Library and Information Science, Bachelor of Arts, Communications, University of Washington</td>
<td>Ms. Lam has served as the Reference/Instruction Librarian at Pierce College, Lakewood, Washington since 2007. Prior to that Ms. Lam was a Graduate Staff Assistant at University of Washington Libraries, Media Center and Odegaard Library, Seattle, Washington and a Copy Editor for Business Wire, the world-wide public relations firm.</td>
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<td>$48,600</td>
<td>08/20/08</td>
<td>Doctor of Philosophy, Chemistry; Master of Science, Chemistry, University of Missouri; Master of Science, Chemistry; Bachelor of Science, Chemistry, Rani Durgavati Vishwayidyalaya</td>
<td>Dr. Thomas has been a Research Associate for the University of Arizona for the last five years. Previously she was a teaching assistant for the University of Missouri and a teacher in India.</td>
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Recruitment Overview:
An external recruitment was conducted. Thirteen complete applications were received. Applications were screened by an advisory committee. The finalists were interviewed by several Campus Presidents.

Sampogna, Michael  
Instructional Faculty  
Salary: $43,740  
Northwest Campus-Physics  
Effective: 8/20/08  
Selected to fill a vacant position  
Education: Master of Science, Physics, Vassar College; Master of Science, Management of Technology, Polytechnic University; Bachelor of Science, Physics, City College New York  
Experience: Mr. Sampogna is currently an Administrative Appointment for Pima County Community College. He previously did adjunct work and was an office manager for Microelectronics Advanced Research Corporation for three years.

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

Stanley, Theresa  
Educational Support Faculty  
Salary: $43,740  
Downtown Campus- Librarian  
Effective: 07/01/08  
Selected to fill a vacant position  
Education: Master of Arts, Information Resources and Library Science; Bachelor of Fine Arts, Studio Art, University of Arizona  
Experience: Ms. Stanley is currently an Administrative Appointment for Pima County Community College. Previously she was employed as a Librarian for the Pima County Public Library and served as a Librarian Assistant for Tucson Public Library and Tucson Unified School District.

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

Thomas, Lynta  
Instructional Faculty  
Salary: $48,600  
Community Campus- Chemistry  
Effective: 08/20/08  
Selected to fill a vacant position  
Education: Doctor of Philosophy, Chemistry, Cochin University of Science and Technology; Master of Philosophy, Chemistry, Kerala University; Master of Science, Chemistry; Bachelor of Education, Physical Sciences, Mahatma Gandhi University
Experience: Dr. Thomas is currently an Administrative Appointment for Pima County Community College. Previously she had been teaching chemistry as an adjunct faculty member for five years. She has taught various graduate and undergraduate level courses in chemistry.

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

**Willis, Georgann**

**Instructional Faculty**

**Salary:** $50,625

**Effective:** 08/20/08

**Education:** Doctor of Philosophy, Experimental Psychology; Master of Arts, Experimental Psychology; Bachelor of Arts, Psychology, University of Montana

**Experience:** Dr. Willis is currently an Administrative Appointment for Pima County Community College. Previously she was a Psychology Instructor at Casper College. She has also served as an instructor for Columbia Basin College and Lewis and Clark College.

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

**Staff**

**Hayden, Melissa**

**Public Safety Dispatcher**

**Hourly Rate:** $14.32

**Effective:** 5/19/08

**Education:** Bachelor of Science, Troy State University

**Experience:** Ms. Hayden has two years experience as a dispatcher with TUSD Department of School Safety.

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

**Jeffers, Adam**

**Public Safety Dispatcher**

**Hourly Rate:** $14.32

**Effective:** 5/19/08

**Education:** Associate of Science, Ivy Tech Community College

(Continued)
Experience: Mr. Jeffers has one and a half years experience as a technical support representative in the computer and cable industries and two years experience as a newspaper courier.

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

Quinones, Casilda  Director of Health & Safety
Salary: $70,660  Facilities
Effective: 06/16/08  Selected to fill a vacant position
Education: Master of Science, Soil and Water Science, University of Arizona; Bachelor of Science, Biology and Bachelor of Arts Chemistry, New Mexico State University
Experience: Ms. Quinones has 24 years experience as an environmental health and safety consultant/engineer.

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

Rodriguez, Christopher  Program Coordinator
Salary: $39,255  Upward Bound, East Campus
Effective: 5/20/08  Selected to fill a new position
Education: Master of Education, Counseling in Human Relations, Northern Arizona University; Bachelor of Science, Education, Northern Arizona University
Experience: Mr. Rodriguez has over seven years experience as a teacher with both the Tucson Unified School District and a local charter school.

Recruitment Overview:
An external recruitment was conducted. Twenty-two complete applications were received. The applications were screened by an advisory committee and the finalist was interviewed by the Campus President.

Contact Person:

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

Dr. Roy Flores, Chancellor
Gillis, John E.  
**Division Dean of Instruction**  
West Campus-Health Related Professions  
Selected for vacant position

**Salary:** $89,832  
**Effective:** 07/01/08

**Education:** Bachelor of Science (Teaching), Social Studies, Minnesota State University, Mankato; Master of Arts, Industrial Relations, University of Minnesota, Minneapolis

**Experience:** Since July 2007, Mr. Gillis has been an Acting Division Dean of Instruction at the West Campus. Prior to that appointment, he was an Advanced Program Manager with Pima Community College, at the Community Campus, Public Safety and Emergency Services Institute from 2005 to 2007. Previous experience includes the position of Academic Program Director (2003-2005) for a U.S. Department of Defense program at York County Community College and the New Hampshire Community College in Wells, Maine and Portsmouth, New Hampshire. From 1991-2002, Mr. Gillis was employed at Cardinal Stritch University, College of Business and Management in Milwaukee as the Assistant Dean of Region III (2000-2002), the Director of Distance Learning (1998-2000) and as Assistant Professor, Region III (1997-2000). Mr. Gillis was an Adjunct Instructor with Cardinal Stritch University (1991-1997), an Adjunct Lecturer at the University of Minnesota, Carlson School of Management (1993-2000) and Associate Professor (Adjunct) at St. Mary’s University of Minnesota (1993-2002).

From 1990-2002, Mr. Gillis was also a Principal and Consultant in a Human Resources consultant firm; from 1987-1990 he was the employed with the United Health Group in Minneapolis as the Director of Compensation and Benefits (1989-1990), the Manager of Employee Benefits (1988-1989) and a Human Resources Manager (1987-1988). From 1983 to 1987, Mr. Gillis was employed with Pacific Gas and Electric Company as the Division Human Resource Manager (1985-1987) and the Division Labor Relations Representative (1983-1985).

Lammers, Darla (Dee) J.  
**Division Dean of Instruction**  
West Campus-Arts, Communications and Humanities  
Selected for vacant position

**Salary:** $89,832  
**Effective:** 07/01/08

**Education:** Bachelor of Arts in Education, Elementary Education, Juris Doctor, University of Arizona

**Experience:** Since May, 2007, Ms. Lammers has been an Acting Division Dean of Instruction at the West Campus. Prior to that appointment, she was employed as an Instructional Faculty member with Pima Community College in the Paralegal Program at the Downtown Campus since 1995; she was also a Facilitator with the Student Learning Outcomes program since 2006. In 1999, Ms. Lammers was acting paralegal Department Chair.

(Continued)
Prior to her experience with Pima Community College, Ms. Lammers was a Deputy County Attorney (1987-1995) and a Law Clerk (1985-1987) with the Pima County Attorney’s Office. From 1979-1982, she was a teacher with TUSD.

Ms. Lammers has been a member of the Student Learning Outcomes Committee, the General Education Committee, the College Planning Committee, and the Paralegal Program Advisory Committee. She has been the CDAC Co-Chair for Professional Services for the Paralegal Program since 2003.

Ms. Lammers is a member of the American Association for Paralegal Educators, the Pima County Bar Association, the Arizona State Bar, and the Tucson Paralegal Association. She is past member of the Tucson Literacy Volunteers and was a Faculty Senate Representative (1997-2000).

Houston, Patricia  
Division Dean of Instruction  
Salary: $89,832  
Effective: 07/01/08  
Northwest-Humanities, Social and Behavioral Sciences  
Selected for vacant position  

Education: Bachelor of Arts, Spanish, Syracuse; Master of Arts, Spanish Language and Literature, Universidad de la Americas, Mexico City; Doctoral studies, Latin American Literature, University of Arizona  

Experience: Since July 2007, Ms. Houston has been an Acting Division Dean of Instruction at the Northwest Campus. Prior to that appointment, Ms. Houston was employed as an Instructional Faculty member in Spanish with Pima Community College since 1992; she has also held assignments as Lead Faculty, as Department Chair, as an Adjunct Faculty member and as a Trainer/Facilitator with the College’s Professional Development Programs. Ms. Houston was an Acting Instructional Division Dean, Math and Communications Arts, at the Downtown Campus from 1998-2000. Prior experience with the College includes temporary appointments as Student Affairs Coordinator (1988-1989, and 1991) and as a Curriculum Development Specialists (1990-1991). Ms. Houston was also an Adjunct Faculty member from 1981-1984.


In 2006 Ms. Houston was recognized with the Distinguished Faculty Award at the East Campus, the Outstanding Faculty Award from the Pima Community College Foundation in 1992, and the Chancellor’s Administrator Award for Diversity in 2000.

Ms. Houston has taught or tutored ESL in Mexico and the Universidad de Los Andes in Bogotá, Columbia, and traveled and lectured for the Fulbright
Commission to promote international education in Peru. Additionally, she has created or co-authored industry-specific Spanish educational materials (textbooks, workbooks, and audio CD's).

Recruitment Overview:
The positions were advertised nationally; nineteen completed applications were received and reviewed by the Chancellor and an advisory committee. Following the review, seven candidates were invited to final interviews; two candidates declined or were unable to accommodate the College’s timeline. The remaining five were interviewed by the advisory committee, participated in two open forums, and were interviewed by the Chancellor and Campus President.

Contact Person:

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

Dr. Roy Flores, Chancellor
Beall, Steven
Discipline(s): Biology
Education: Bachelor of Science, Biology, Indiana University, Bloomington; Master of Science, General Biology, University of Arizona
Experience: Dr. Beall has been an instructor in the sciences of biology, chemistry, and environmental science since 1998 for Luz-Guerrero Early College High School in Tucson, Arizona. Previously, he was a Research Specialist at University of Arizona for two years.

Bedell, Paul
Education: Associate of Applied Science, Fire Science, Pima Community College
Experience: Mr. Bedell has been a firefighter since 1993. He has taught American Heart Association Basic Life Support (BLS) courses since 1996. From 2006 until 2008, Paul was the BLS Program Manager for the Public Safety and Emergency Services Institute (PSESI) at Pima Community College where he also taught several EMT 100-level courses. He holds the following certifications: Arizona EMT-B, Fire Instructor I, Fire Officer II, Hazardous Materials Technician, from the State of Arizona; BLS Instructor from the American Heart Association; and Firefighter I & II from the Department of Defense.

Bennett, William
Discipline(s): Physics
Education: Bachelor of Science, Electrical Engineering, University of Cincinnati; Master of Science, Computer Engineering and Electrical Engineering, Boston University
Experience: Mr. Bennett has been teaching at Sonoran Science Academy since August 2007. Prior to that, he was a research staff member at IBM from 1976 to 2006. He is completing the last course in graduate physics to fulfill the requirement of eighteen graduate credits.

Chillock, Cynthia A.
Discipline(s): Dental Hygiene (Occupational)
Education: Certificate, Dental Assisting, Certificate, Oral Hygiene, University of Pittsburgh
Experience: Ms. Chillock has over twenty-five years experience as a registered dental hygienist. She is currently self-employed as a contract dental hygienist for the Pima County Health Department. Ms. Chillock is a registered dental hygienist.

Debenport, Rebecca E.
Discipline(s): Student Success
Education: Bachelor of Arts, Psychology, Washington University; Master of Arts, Higher Education, University of Arizona
Experience: Ms. Debenport is currently a counselor for Pima Community College. She has also held the positions of Advising Specialist, Academic Advisor/Graduate Assistant, and Instructor at the University of Arizona.

(Continued)
Held, Brandon L.
Discipline(s): Business  
Education: Master of Business, University of Phoenix
Experience: Mr. Held is currently a Senior Configuration Analyst at Raytheon. Previous experience includes the positions of Veterinary Food Inspector for the United States Army and Roadshop Manager for Circuit City.

Lopez, Rosa H.
Discipline(s): Mathematics
Education: Associate of Science, General Studies, Cochise College; Bachelor of Arts, Education, Bachelor of Science, Business Administration, University of Arizona
Experience: Ms. Lopez is currently a teacher at Tucson Unified School District and has been a substitute teacher for Kelly Services, a tutor and summer teacher for Kupono Learning Center, and a Spanish teacher for Mid-Pacific Institute.

Matheson, Robert Newell
Discipline(s): Music
Education: Bachelor of Music, Performance, California State University, Long Beach; Master of Music, Music, University of Arizona
Experience: Mr. Matheson has more than one year of experience as a graduate teaching assistant at the University of Arizona. He meets Academic Certification requirements.

Moekens, Margaret
Discipline(s): Education, Early Childhood Education, English as a Second Language
Education: Bachelor of Arts in Education, Elementary Education, University of Arizona; Master of Education, Bilingual and Multicultural Education, Northern Arizona University
Experience: Ms. Moekens has more than seven years of teaching experience and meets Academic Certification requirements.

Nast, Regina
Discipline(s): Writing
Education: Bachelor of Arts, English, Master of Arts, English, University of Arizona
Experience: Ms. Nast has taught writing as an adjunct faculty member for Pima Community College and Glendale Community College for more then ten years.

Novak, Maria
Discipline(s): Fitness and Recreation
Education: Associate of Arts, Liberal Arts, Pima Community College
Experience: Ms. Novak is a certified Aquatic Fitness Instructor and Lifeguard and meets Occupational/Workforce Certification requirements.

Oosterbaan, Bobbie
Discipline(s): Student Success, Psychology
Education: Bachelor of Arts, Nazareth College, Kalamazoo, Michigan; Master of Education, Counseling and Human Relations, Northern Arizona University

(Continued)
Adjunct Faculty Appointments

Experience: Ms. Oosterbaan is currently a State Reading Specialist for the Arizona Department of Education. Previously, Ms. Oosterbaan was an Instructor for Amphitheater Schools for eighteen years.

Palmer, Autumn L.  
Discipline(s): Student Success  
Education: Bachelor of Science, Social and Behavior Sciences, University of Arizona; Master of Art, Counseling, Chapman University  
Experience: Ms. Palmer is currently a Student Services Specialist for Pima Community College. Her previous experience includes the positions of Coordinator of Admissions and Outreach, Admissions Counselor, and Administrative Secretary for the University of Arizona.

Perry, Jimmy Douglas  
Discipline(s): Mathematics and Engineering  
Education: Bachelor of Science, Electrical Engineering, Brigham Young University; Master of Science, Electrical Engineering, Syracuse University  
Experience: Mr. Perry has no previous teaching experience; meets Academic and Developmental Certification requirements.

Ramos, Ricardo A.  
Discipline(s): Management  
Education: Bachelor of Science, Business/Management, Master of Business, University of Phoenix  
Experience: Mr. Ramos is currently an Intelligence Analyst for the United States Army. Former positions include Squad Leader for the United States Army – National Guard, Developmental Mathematics Teacher for Pima Community Adult Education, and Translator for the United States Army.

Shatz, Margaret  
Discipline(s): Mathematics (Developmental)  
Education: Bachelor of Arts, Mathematics and Economics, University of Kansas; Master of Arts, Economics, University of Arizona  
Experience: Ms. Shatz has been a Senior Registered Financial Associate for Wachovia Securities, LLC for thirteen years. Ms. Shatz has three years of work experience as an Adjunct for Pima Community College, University of Maryland, and Nichibei Kaiwa Gakuin School in Tokyo, Japan.

Szirtes, Adrienn  
Discipline(s): Mathematics  
Education: Bachelor of Science, Physics and Mathematics, Master of Science, Mathematics, University of Szeged, Hungary  
Experience: Ms. Szirtes has three years of work experience as a high school mathematics instructor in Hungary.

Sheridan, Kim Alan  
Discipline(s): Business  
Education: Bachelor of Business Administration, Marketing, University of Arizona; Master of Business Administration, Quantitative Analysis, University of Cincinnati

(Continued)
Experience: Ms. Sheridan has no previous teaching experience; meets Academic Certification requirements.

Contact Person:

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

[Signature]
Dr. Roy Flores, Chancellor
Alani, Ahmed M.  
Tutor I  
DC
Education: Coursework, Liberal Arts, Pima Community College  
Experience: Mr. Alani has worked with students in math as a volunteer tutor.

Bickford, Rosemarie  
Noncredit Instructor  
CC
Education: Bachelor of Science, Business Education, Eastern Montana College; Bachelor of Science, Music K-12, Western Montana College  
Experience: Ms. Bickford taught music and business in the Montana public schools for over thirteen years. Her teaching assignments included both elementary and middle school level classes. Choir, guitar, drumming, handbells and keyboard were taught in addition to the general music curriculum. Ms. Bickford also taught business technology and keyboarding at the high school level.

Burmeister, Brent  
Tutor II  
EC
Education: Coursework, Mathematics, Pima Community College, Coursework, Mathematics, University of Arizona  
Experience: Mr. Burmeister has tutoring experience.

Carstens, Renee  
Trainer/Facilitator  
CC
Education: Bachelor of Science, Elementary Education, Northern Arizona University; Master of Science, Educational Leadership, Northern Arizona University  
Experience: Ms. Carstens is a former adjunct faculty member at the College teaching Student Success. She is currently a Project Manager for Las Artes, a grant-funded program administered by Pima County One-Stop for youth ages 16-24. She was a Youth Development Specialist with Pima County and an Outdoor Learning Instructor at Pueblo Gardens Elementary School.

Cushing, Wendy  
Staff Instructor  
DC
Education: Associate of Science, Respiratory Therapy, Pima County Community College  
Experience: Ms. Cushing has seven years of experience as a bartender.

Evans, John Phillip  
Assistant Program Manager  
DO
Education: Bachelor of Arts, Secondary Education, Bachelor of Arts, Spanish, Master of Arts, Counseling, University of Arizona  
Experience: Mr. Evans has twenty years of experience in student counseling including seventeen years with Pima Community College as a Bilingual Counselor until his retirement in 2007. In addition, he has he has twenty years of experience in relationship counseling as well as three years experience as a high school teacher in Social Studies and History. He is currently a Bilingual Counselor at Hollinger School, a K-5 institution.

Fisher, Karen  
Noncredit Instructor  
CC
Education: Bachelor of Fine Arts, Art Education, Bachelor of Fine Arts, Sculpture, University of Arizona

(Continued)
Experience: Ms. Fisher worked as a full-time classroom art teacher for more than seven years. In 2005, Ms. Fisher left teaching to focus on her own art interests. She is currently a self-employed working artist.

Flores-Gallardo, Pedro
Education: Coursework, Chemistry, Pima Community College
Experience: Mr. Flores-Gallardo is qualified to tutor in all levels of Spanish.

Holbrook, Lindsay K.
Education: Bachelor of Arts, Psychology, Linfield College; Master of Education, School Counseling, University of Arizona
Experience: Ms. Holbrook is currently employed as a high school guidance counselor in the Tucson Unified School District. Her prior work experience includes elementary school guidance counselor in TUSD, senior recreation worker for the City of Tucson Parks and Recreation, and as a unit leader and counselor for the Girl Scouts of America. She has also worked as a client advocate at a shelter for women and children in Tucson and as an assistant language teacher for K-9 in Japan. She has Arizona State Guidance Counselor Certification.

Jacox, Armando
Education: Bachelor of Art, English, University of Arizona
Experience: Mr. Jacox is currently working as an adjunct faculty member with Pima Community College.

Kishi, Isabel
Education: Coursework, Education, Pima Community College
Experience: Ms. Kishi is qualified to tutor in chemistry, biology, mathematics, and writing.

Knight, Lee
Education: Associate of Science, Respiratory Therapy, Pima Community College; Bachelor of Science, Forestry, Oklahoma State University
Experience: Mr. Knight has two years of experience as an office manager, four years experience as a dispatcher, and one year experience as a program specialist.

Kolden, Roy
Education: Associate of Science, Respiratory Therapy, Pima Community College; Bachelor of Arts, Northern Illinois University
Experience: Mr. Kolden has one year of experience as a corrections officer and twenty years with the U.S. Army as a Master Sergeant.

Kundrat, Rachel
Education: Bachelor of Arts, Psychology with Thematic Minor in Music Therapy, University of Arizona
Experience: Ms. Kundrat is currently serving as the College and Career Coordinator at Aztec Middle College, on the East Campus of Pima Community College. She has a close working relationship with the campus Dean of Student Development, counselors, advisors and the testing center staff. In her role, her duties include advising and assisting students with admission, registration, dropping and adding classes, financial aid, degree programs and transfer options.

(Continued)
Macleod, Andrea  Noncredit Instructor  CC
Education: Associate of Arts, Liberal Arts, Central Arizona College; Coursework in Theatre Education, University of Arizona
Experience: Ms. Macleod has over eight years of experience in theatre. She recently taught a summer camp for middle school age students for the University of Arizona. Ms. Macleod also has experience working behind the scenes for various theatre organizations. She has experience in equipment and property maintenance, stage management, and operating lighting and sound equipment.

Michaud, Matthew  Tutor  NW
Education: Coursework, Physiology, University of Arizona
Experience: Mr. Michaud is qualified to tutor in chemistry (through organic chemistry) and all courses of biology.

Muñoz, Jorge  Tutor
Education: Coursework, Physics, Pima Community College
Experience: Mr. Muñoz is qualified to tutor in mathematics (through differential equations) and physics.

Nippes, R.N., B.S.N., M.Ed., Anna  Nursing Instructor  CC
Education: Associate of Science, Nursing, Missouri Southern State University; Bachelor of Science, Nursing, Master of Education, Drury University
Experience: Ms. Nippes is licensed by the Arizona State Board of Nursing. She has taught as a Public Health Nurse for various healthcare agencies, including the United States Department of Defense and Department of Health and Human Services. She is currently a Case Manager at the Tucson Heart Hospital.

Pisano, Leonor  Noncredit Staff  CC
Education: Associate of Arts, Art, Catonsville Community College; Bachelor of Arts, Art Education, Towson University; Master in Education, Towson University
Experience: Ms. Pisano recently retired from teaching art to K-5 students in Maryland. In addition to teaching, Ms. Pisano also served as a liaison for the Hispanic community while living in Maryland. Since moving to Arizona, Ms. Pisano has worked as a mentor and supervisor for student teachers at the University of Arizona.

Reynosa, Maricruz  Support Assistant  WC
Education: Coursework, General Studies, Pima Community College
Experience: Ms. Reynosa has been employed as a student worker in the West Campus Learning Center for the past two semesters.

Roberts, April  Office Aide Level  DO
Education: Associate of Science, Veterinary Technology, Pima Community College
Experience: Ms. Roberts is a certified Veterinary Technician in the state of Arizona (License Number: V1209). She has worked as a student aid as needed since August, 2006. Her duties included grading tests, laboratory set up, animal care, helping students build technical skills, assisting with surgeries, assisting with practical exams and miscellaneous office work.

(Continued)
Shaver, Danielle  
**Tutor I**  
**DC**  
Education: Coursework, Liberal Arts, Pima Community College  
Experience: Ms. Shaver has customer service experience.

Strasser, Tessa  
**Tutor**  
**NW**  
Education: Bachelor, Journalism and Political Science, University of Arizona  
Experience: Ms. Strasser is qualified to tutor in mathematics and writing for the Upward Bound Program. She has completed the following courses: MAT 212 (Business Calculus) and WRT 102.

Valdez, Gabriela  
**Noncredit Staff**  
**CC**  
Education: Arizona General Education Curriculum Certificate, Pima Community College; Bachelor of Arts, Psychology, Sociology and Spanish Literature, University of Arizona  
Experience: Ms. Valdez is currently teaching Spanish to K-12 students at a local charter school. Her background also includes program coordination working with the Big Brother Big Sisters school-based program. She has completed coursework toward a Masters in Education at Northern Arizona University.

Valencia, Elda  
**Noncredit Instructor**  
**CC**  
Education: Bachelor of Arts, Education, University of Arizona  
Experience: Ms. Valencia holds a K-8 Elementary Certification from the state of Arizona. She is currently a third-grade teacher in the Sunnyside Unified School District. Ms. Valencia also has general office experience from her part-time work at Pima Community College and the Tucson GEAR UP Project.

Warner, Nikolos  
**Tutor**  
**WC**  
Education: Associate of Arts, Liberal Arts, Pima Community College  
Experience: Mr. Warner has tutored at the West Campus Learning Center for three years. He has completed coursework in general studies at the University of Arizona.

When, Sheryl Jean  
**Staff Instructor**  
**DC**  
Education: Bachelor of Science, Special Education, Master of Science, Education, California State College  
Experience: Ms. When is currently a math teacher with Amphitheater High School. She was a math teacher for Tucson Unified School District for four years; and for Seneca Valley School District for three years.

Wrenn, Melissa  
**Staff Instructor**  
**DC**  
Education: Bachelor of Arts, English, Birmingham Southern College; Master of Science, Business Administration, University of Phoenix  
Experience: Ms. Wrenn has six years of experience as a Curriculum Development Specialist and two years experience as an instructor. She has also worked as a manager, English Department Chair, and English teacher.
Contact Person:

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

Dr. Roy Flores, Chancellor