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

Pursuant to A.R.S. § 15-1443 and A.R.S. § 38-431.03 notice is hereby given to the
general public that the Pima County Community College District Board of Governors will
hold a REGULAR MEETING on the 8th day of October, 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 3rd day of October 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
   Cynthia Berens
   RaeAnn Pilarski

6. Faculty Representatives
   Kimlisa Duchicela
   Rick Rosen

7. Report — Chairperson of the Board
   • Authorization of Executive Session on November 12, 2008
General Matters (Continued)

8. Report — Secretary of the Board
9. Report — Chancellor

Information Items

11. Separations from Employment
12. Student Aide Hires
13. Board Policy 3201: Occupational Program External Advisory Committees — First Reading

Action Items

14. Approval of Minutes
   A. Special Meeting of August 13, 2008
   B. Regular Meeting of September 10, 2008
15. Consent Agenda
   15.1 New Appointments
   15.2 Administrator Appointments
   15.3 Adjunct Faculty Appointments
   15.4 Temporary Appointments
   15.5 Employment Contract: Chancellor
   15.6 Public Safety Personnel Retirement System Local Board Membership
   15.7 Board Policy 1402: Conflict of Interest — Final Reading
   15.8 Contract: Computer Single Sign-On System and Consulting
   15.9 Contracts: 403(b) Plan Services
   15.10 2009-2010 Academic Calendar
15.11 Interim Board Policy 3202: Course Materials

Adjournment

Regular Meeting
November 12, 2008, 7:00 p.m.
District Office
Community Board Room
4905C East Broadway
Tucson, AZ 85709-1010
TO:                  Board of Governors
FROM:                Chancellor
SUBJECT:             General Matters/Reports
DATE:                10/8/08
ITEM NO:             1-9

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 November 12, 2008
8. Report—Secretary of the Board
9. Report—Chancellor
TO:        Board of Governors
FROM:      Chancellor
SUBJECT:   Monthly Financial Statements through August 2008 (Preliminary)

DATE:      10/08/08
ITEM NO:  10

Recommendation:
Attached are the preliminary financial statements showing 2008/09 fiscal year results through August 2008. Time will be provided to discuss college fiscal matters.

OPERATIONAL SUMMARY

Pima Community College has started the year as expected, with positive net assets reported through the end of July. As indicated in the Statement of Revenues, Expenses, and Changes in Net Assets, the increase in net assets through month end is approximately $9.9 million. This is slightly lower than the August 2007 net assets increase of $10.3 million and consistent with our expectations.

In terms of operational performance, General Fund revenues and expenditures are consistent with budget and our expectations. Personal services expenditures and commitments are 69.2 percent of the budget, which is somewhat higher than at the same point last year. Services and supplies expenditures and commitments are approximately 40.1 percent of the budget, which is essentially the same as in the previous year.

Statement of Net Assets

As shown in The Statement of Net Assets, total net assets at the end of August are $178.7 million, which is an increase of $12.6 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)

[Signature]
Dr. Roy Flores, Chancellor
PIMA COUNTY COMMUNITY COLLEGE DISTRICT

Statement of Net Assets
As of August 31, 2008
(Preliminary)

<table>
<thead>
<tr>
<th>ASSETS</th>
<th></th>
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</thead>
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<tr>
<td></td>
<td>General</td>
<td>Auxiliary and Restricted</td>
<td>Plant and Other Funds</td>
<td>Total All Funds</td>
</tr>
<tr>
<td>Current Assets</td>
<td></td>
<td></td>
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<td></td>
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<td>3 Property Taxes</td>
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<td>$493,636</td>
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<td>2,521</td>
<td>4,227,006</td>
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<tr>
<td>5 Government Grants and Contracts</td>
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<td></td>
<td>1,777,955</td>
<td>1,777,955</td>
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<td>6 Student Loans (net of allowances)</td>
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<td>17,750</td>
<td>17,750</td>
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<td>7 Other</td>
<td>1,115,157</td>
<td>220,618</td>
<td>25,613</td>
<td>1,361,388</td>
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<td>9 Prepaid Expenses</td>
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<td>91,087,095</td>
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<tr>
<td>Noncurrent Assets</td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>11 Restricted Cash and Cash Equivalents</td>
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<td>1,980,838</td>
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<td>12 Notes Receivable (net of allowances)</td>
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<td>1,700,285</td>
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<td>13 Other Long-term Investments</td>
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<td>548,106</td>
<td>3,060,941</td>
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<td>14 Capital Assets</td>
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<tr>
<td>15 Land</td>
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<td></td>
<td>15,291,311</td>
<td>15,291,311</td>
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<td>16 Buildings &amp; Leasehold improvements (net of depreciation)</td>
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<td>112,646,887</td>
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<td>17 Construction in Progress</td>
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<tr>
<td>18 Equipment (net of depreciation)</td>
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<td>4,589,483</td>
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<td>19 Total Noncurrent Assets</td>
<td>2,512,835</td>
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<td>138,930,578</td>
<td>141,443,413</td>
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<tr>
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<td>$6,214,774</td>
<td>$152,733,193</td>
<td>$232,530,508</td>
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<table>
<thead>
<tr>
<th>LIABILITIES</th>
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<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Current Liabilities</td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td>21 Accrued Payroll and Benefits</td>
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<td>$466,330</td>
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<td>22 Accounts Payable and Accrued Liabilities</td>
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<td>23 Deposits Held in Custody</td>
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<td>24 Current Portion of Long-term Liabilities</td>
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<td>18,592</td>
<td>661,654</td>
<td>5,830,910</td>
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<tr>
<td>Noncurrent Liabilities</td>
<td></td>
<td></td>
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<tr>
<td>26 Deferred Revenue</td>
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<td>9,323</td>
<td>14,113</td>
<td>23,436</td>
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<td>27 Long-term Liabilities</td>
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<td>44,285,000</td>
<td>48,020,324</td>
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<tr>
<td>28 Total Noncurrent Liabilities</td>
<td>3,744,647</td>
<td>14,113</td>
<td>44,285,000</td>
<td>48,044,060</td>
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<tr>
<td>29 Total Liabilities</td>
<td>$8,895,311</td>
<td>33,005</td>
<td>$44,946,654</td>
<td>$53,847,970</td>
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<table>
<thead>
<tr>
<th>NET ASSETS</th>
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<tbody>
<tr>
<td>30 Invested in Capital Assets (net of related debt)</td>
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<tr>
<td>Restricted for:</td>
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<tr>
<td>31 Loans</td>
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<td>1,706,879</td>
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<td>32 Debt Service</td>
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<td>2,550,661</td>
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<td>33 Grants and Contracts</td>
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<td>1,740,740</td>
<td>1,740,740</td>
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<td>34 Unrestricted</td>
<td>$64,887,230</td>
<td>4,441,029</td>
<td>13,227,650</td>
<td>82,555,909</td>
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<tr>
<td>35 Total Net Assets</td>
<td>$64,887,230</td>
<td>6,181,769</td>
<td>$107,786,539</td>
<td>$178,655,538</td>
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Prior Year Totals as of August 31, 2007

<table>
<thead>
<tr>
<th>FY 2007/08</th>
<th></th>
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<tbody>
<tr>
<td>CURRENT FUNDS</td>
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<td>General</td>
<td>$75,293,195</td>
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<td>$75,293,195</td>
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<tr>
<td>Auxiliary and Restricted</td>
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<tr>
<td>Plant and Other Funds</td>
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<tr>
<td>Total All Funds</td>
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<tr>
<td>FY 2008/09</td>
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<td>Total Assets</td>
<td>$73,582,541</td>
<td>$6,214,774</td>
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<td>Prior Year Totals as of August 31, 2007</td>
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<thead>
<tr>
<th>FY 2007/08</th>
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<tbody>
<tr>
<td>LIABILITIES</td>
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<tr>
<td>General</td>
<td>$959,894</td>
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<td></td>
<td>$959,894</td>
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<td>Auxiliary and Restricted</td>
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<tr>
<td>Plant and Other Funds</td>
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<tr>
<td>Total All Funds</td>
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<tr>
<td>FY 2008/09</td>
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<tr>
<td>Total Liabilities</td>
<td>$44,946,654</td>
<td></td>
<td>$53,847,970</td>
<td>$53,847,970</td>
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<tr>
<td>Prior Year Totals as of August 31, 2007</td>
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<thead>
<tr>
<th>FY 2007/08</th>
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<tbody>
<tr>
<td>NET ASSETS</td>
<td></td>
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</tr>
<tr>
<td>General</td>
<td>$85,004,216</td>
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<td>$85,004,216</td>
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<td>Auxiliary and Restricted</td>
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<tr>
<td>Plant and Other Funds</td>
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<tr>
<td>Total All Funds</td>
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<tr>
<td>FY 2008/09</td>
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<tr>
<td>Total Net Assets</td>
<td>$64,887,230</td>
<td>$6,181,769</td>
<td>$107,786,539</td>
<td>$178,655,538</td>
</tr>
<tr>
<td>Prior Year Totals as of August 31, 2007</td>
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</tbody>
</table>
## Statement of Revenues, Expenses and Changes in Net Assets

**For the Two Months Ended August 31, 2008**

**(Preliminary)**

### Auxiliary and Plant and Other Funds

<table>
<thead>
<tr>
<th>Item</th>
<th>FY 2008/09</th>
<th>FY 2007/08</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CURRENT FUNDS</strong></td>
<td>General</td>
<td>Aux and</td>
</tr>
<tr>
<td>Operating Revenues</td>
<td></td>
<td>Restricted</td>
</tr>
<tr>
<td>Tuition and Fees</td>
<td>$20,040,338</td>
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<td>Federal Grants and Contracts</td>
<td>14,624</td>
<td>917,257</td>
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<td>263,373</td>
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<td>Commission and Rents</td>
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<td>Other Operating Revenues</td>
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<td>126,833</td>
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<td>Total Operating Revenues</td>
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<td>22,336,803</td>
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<td><strong>OPERATING EXPENSES</strong></td>
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<tr>
<td>Educational and General</td>
<td></td>
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<tr>
<td>Instruction</td>
<td>3,942,181</td>
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<td>Academic Support</td>
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<td>Student Financial Aid</td>
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<td>Auxiliary Enterprises</td>
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<td>Total Operating Expenses</td>
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<td><strong>NONOPERATING REVENUES (EXPENSES)</strong></td>
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</tr>
<tr>
<td>State Appropriations</td>
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<td>4,718,525</td>
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<tr>
<td>Property Taxes</td>
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<td>State Shared Sales Taxes</td>
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<td>Gifts</td>
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<td>Investment Income</td>
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<td>Total Nonoperating Revenues</td>
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<td>Income before Other Revenues, Expenses, Gains, or Losses</td>
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<td>Transfers</td>
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<td>Capital Appropriations</td>
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<tr>
<td>Capital Gifts and Grants</td>
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<tr>
<td><strong>Increase (Decrease) in Net Assets</strong></td>
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<td><strong>NET ASSETS</strong></td>
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<td>Net Assets - Beginning of Year</td>
<td>54,175,214</td>
<td>108,062,931</td>
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<tr>
<td>Net Assets - End of Period</td>
<td>$64,687,230</td>
<td>$107,786,539</td>
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Prior Year Totals as of August 31, 2007

<table>
<thead>
<tr>
<th>Item</th>
<th>FY 2007/08</th>
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<tbody>
<tr>
<td>Operating Revenues</td>
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<td>Federal Grants and Contracts</td>
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<tr>
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<td>12,166</td>
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<td>Commission and Rents</td>
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<td>Other Operating Revenues</td>
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<tr>
<td><strong>OPERATING EXPENSES</strong></td>
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</tr>
<tr>
<td>Educational and General</td>
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</tr>
<tr>
<td>Instruction</td>
<td>4,272,908</td>
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<tr>
<td>Academic Support</td>
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<td>Institutional Support</td>
<td>4,839,535</td>
</tr>
<tr>
<td>Operation and Maintenance of Plant</td>
<td>1,803,888</td>
</tr>
<tr>
<td>Depreciation</td>
<td>1,521,503</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>5,160,638</td>
</tr>
<tr>
<td>Auxiliary Enterprises</td>
<td>33,465</td>
</tr>
<tr>
<td>Total Operating Expenses</td>
<td>23,738,357</td>
</tr>
<tr>
<td><strong>NONOPERATING REVENUES (EXPENSES)</strong></td>
<td></td>
</tr>
<tr>
<td>State Appropriations</td>
<td>4,898,375</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>1,325,877</td>
</tr>
<tr>
<td>Pell Grants</td>
<td>3,628,216</td>
</tr>
<tr>
<td>State Shared Sales Taxes</td>
<td>212,621</td>
</tr>
<tr>
<td>Gifts</td>
<td>3,901</td>
</tr>
<tr>
<td>Investment Income</td>
<td>419,755</td>
</tr>
<tr>
<td>Total Nonoperating Revenues</td>
<td>10,488,745</td>
</tr>
<tr>
<td>Income before Other Revenues, Expenses, Gains, or Losses</td>
<td>$7,139,251</td>
</tr>
<tr>
<td>Transfers</td>
<td>-</td>
</tr>
<tr>
<td>Capital Appropriations</td>
<td>3,198,500</td>
</tr>
<tr>
<td>Capital Gifts and Grants</td>
<td>0</td>
</tr>
<tr>
<td><strong>Increase (Decrease) in Net Assets</strong></td>
<td>$10,338,151</td>
</tr>
<tr>
<td><strong>NET ASSETS</strong></td>
<td></td>
</tr>
<tr>
<td>Net Assets - Beginning of Year</td>
<td>155,748,893</td>
</tr>
<tr>
<td>Net Assets - End of Period</td>
<td>$166,087,044</td>
</tr>
</tbody>
</table>
### Summary of Expenditures and Encumbrances - General Fund - Budget and Actual

**For the Two Months Ended August 31, 2008**

*(Preliminary)*

#### EXPENDITURES BY FUNCTION

<table>
<thead>
<tr>
<th>Educational and General</th>
<th>FY 2008/09</th>
<th>FY 2007/08</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ADJUSTED BUDGET</td>
<td>TOTAL COMMITTED AMOUNT</td>
</tr>
<tr>
<td>1 Instruction</td>
<td>$53,312,889</td>
<td>$30,015,194</td>
</tr>
<tr>
<td>2 Academic Support</td>
<td>28,059,016</td>
<td>18,579,670</td>
</tr>
<tr>
<td>3 Student Services</td>
<td>20,363,861</td>
<td>14,317,132</td>
</tr>
<tr>
<td>4 Institutional Support</td>
<td>27,066,436</td>
<td>17,873,622</td>
</tr>
<tr>
<td>5 Operation and Maintenance of Plant</td>
<td>12,073,566</td>
<td>5,966,664</td>
</tr>
<tr>
<td>6 Student Financial Aid</td>
<td>2,118,315</td>
<td>693,248</td>
</tr>
</tbody>
</table>

**Other Expenses**

<table>
<thead>
<tr>
<th></th>
<th>FY 2008/09</th>
<th>FY 2007/08</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ADJUSTED BUDGET</td>
<td>TOTAL COMMITTED AMOUNT</td>
</tr>
<tr>
<td>7 Transfers</td>
<td>6,266,000</td>
<td>114,000</td>
</tr>
<tr>
<td>8 Fund balance reserved for contingency</td>
<td>6,827,917</td>
<td>0</td>
</tr>
</tbody>
</table>

**Total Expenditures by Function**

<table>
<thead>
<tr>
<th></th>
<th>FY 2008/09</th>
<th>FY 2007/08</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ADJUSTED BUDGET</td>
<td>TOTAL COMMITTED AMOUNT</td>
</tr>
<tr>
<td>Total</td>
<td>$156,088,000</td>
<td>$87,595,539</td>
</tr>
<tr>
<td></td>
<td>$80,481,233</td>
<td>$55.1</td>
</tr>
</tbody>
</table>

#### EXPENDITURES BY ACCOUNT

<table>
<thead>
<tr>
<th>Personal Services</th>
<th>FY 2008/09</th>
<th>FY 2007/08</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ADJUSTED BUDGET</td>
<td>TOTAL COMMITTED AMOUNT</td>
</tr>
<tr>
<td>Administrative Personnel</td>
<td>$7,021,000</td>
<td>$6,655,372</td>
</tr>
<tr>
<td>Faculty</td>
<td>23,244,000</td>
<td>21,888,934</td>
</tr>
<tr>
<td>Classified Staff</td>
<td>37,846,000</td>
<td>34,952,431</td>
</tr>
<tr>
<td>Additional Compensation - Faculty</td>
<td>951,145</td>
<td>243,223</td>
</tr>
<tr>
<td>Other Compensation</td>
<td>4,923,256</td>
<td>3,884,038</td>
</tr>
<tr>
<td>Adjunct Faculty</td>
<td>13,490,000</td>
<td>12,335,789</td>
</tr>
<tr>
<td>Student Employment / Workstudy</td>
<td>114,153</td>
<td>79,840</td>
</tr>
<tr>
<td>Fringe Benefits</td>
<td>21,426,829</td>
<td>22,633,881</td>
</tr>
<tr>
<td>Total Personal Services</td>
<td>$109,016,383</td>
<td>$75,479,507</td>
</tr>
<tr>
<td></td>
<td>$69,120,235</td>
<td>$65.5</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Services and Supplies</th>
<th>FY 2008/09</th>
<th>FY 2007/08</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ADJUSTED BUDGET</td>
<td>TOTAL COMMITTED AMOUNT</td>
</tr>
<tr>
<td>Communications and Utilities</td>
<td>6,192,940</td>
<td>758,995</td>
</tr>
<tr>
<td>Travel</td>
<td>2,660,985</td>
<td>329,855</td>
</tr>
<tr>
<td>Contractual Services</td>
<td>9,423,122</td>
<td>6,724,745</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>6,338,384</td>
<td>1,088,852</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>2,118,000</td>
<td>693,248</td>
</tr>
<tr>
<td>Current Fixed Charges</td>
<td>2,847,440</td>
<td>1,675,683</td>
</tr>
<tr>
<td>Total Services and Supplies</td>
<td>$29,580,871</td>
<td>$11,871,377</td>
</tr>
<tr>
<td></td>
<td>$11,300,282</td>
<td>$40.0</td>
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</table>

<table>
<thead>
<tr>
<th>Total Expenditures by Account</th>
<th>FY 2008/09</th>
<th>FY 2007/08</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ADJUSTED BUDGET</td>
<td>TOTAL COMMITTED AMOUNT</td>
</tr>
<tr>
<td>Total</td>
<td>$156,088,000</td>
<td>$87,595,539</td>
</tr>
<tr>
<td></td>
<td>$80,481,233</td>
<td>$55.1</td>
</tr>
</tbody>
</table>
PIMA COUNTY COMMUNITY COLLEGE DISTRICT

COMMITMENTS FOR INSTITUTIONAL SUPPORT

<table>
<thead>
<tr>
<th>Month</th>
<th>FY 08</th>
<th>FY 09</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>$17.1M</td>
<td>$17.9M</td>
</tr>
</tbody>
</table>

COMMITMENTS FOR OPERATION & MAINTENANCE OF PLANT

<table>
<thead>
<tr>
<th>Month</th>
<th>FY 08</th>
<th>FY 09</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>$5.9M</td>
<td>$6.0M</td>
</tr>
</tbody>
</table>

COMMITMENTS FOR STUDENT FINANCIAL AID

<table>
<thead>
<tr>
<th>Month</th>
<th>FY 08</th>
<th>FY 09</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>$0.7M</td>
<td>$0.7M</td>
</tr>
</tbody>
</table>
TO:        Board of Governors                          DATE:      10/8/08
FROM:    Chancellor                                    ITEM NO:    11
SUBJECT: Separations from Employment

Recommendation:

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

Retirements

Briggs, Gordon
Trade/Maintenance Specialist
Plant Operations
Effective: 10/10/08

Gordon Briggs began his career with Pima Community College in 1998. He served in the following positions before his retirement: Custodian, Painter II, and Trades/Maintenance Specialist.

Carter, Jefferson M.
Instructional Faculty
DC-Writing and Reading
Effective: 12/19/08

Jefferson Carter began his career with Pima Community College in August 1978. Some of the positions held before his retirement were Adjunct Faculty; Substitute Instructor; Department Chair and Instructional Faculty.

Trejo, Ninfa A.
Educational Support Faculty
NW-Instruction/Academic Services
Effective: 12/31/08

Ninfa Trejo began her career with Pima Community College in February 2003. Before her retirement she also served in the following areas: Department Chair; and Lead Faculty.

(Continued)
Separations from Employment

Hennessy, Jane
Student Services Specialist
CC-Workforce and Business Development
Effective: 9/09/08
Reason: Failure to Complete Probation

Lorien, Misty L.
Laboratory Assistant
DV-Languages and Reading
Effective: 1/02/09
Reason: No Reason Given

Peterson, Kevin A.
Community Service Officer
DPS Operations
Effective: 9/10/08
Reason: No Reason Given

Yarrow, Barbara
Program Coordinator
CC-Instruction/Academic Services
Effective: 9/26/08
Reason: Other Employment

Contact Person:

Lynne Wakefield, Assistant Vice Chancellor for Human Resources (206-4624)

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
DATE: 10/8/08
ITEM NO: 12
SUBJECT: Student Aide Hires

Recommendation:

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

<table>
<thead>
<tr>
<th>Alani</th>
<th>Ahmed</th>
<th>Jackson</th>
<th>Eugene</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arbelaez</td>
<td>Juan</td>
<td>KC</td>
<td>Anjali</td>
</tr>
<tr>
<td>Aylestock</td>
<td>Rachel</td>
<td>Khairandish</td>
<td>Shakeela</td>
</tr>
<tr>
<td>Baliles</td>
<td>Abram</td>
<td>Lee</td>
<td>Michael</td>
</tr>
<tr>
<td>Belknap</td>
<td>Khamis</td>
<td>Leon Aguirre</td>
<td>Gerardo</td>
</tr>
<tr>
<td>Bencomo</td>
<td>Deborah</td>
<td>Lomawunu</td>
<td>Natelle</td>
</tr>
<tr>
<td>Blackwelder</td>
<td>Melanie</td>
<td>Lujan</td>
<td>Janet</td>
</tr>
<tr>
<td>Castillo-Lara</td>
<td>Stephanie</td>
<td>Mahoro</td>
<td>Raissa</td>
</tr>
<tr>
<td>Cavey</td>
<td>Vanessa</td>
<td>Mattson</td>
<td>Julia</td>
</tr>
<tr>
<td>Cooper</td>
<td>Ana</td>
<td>McCain</td>
<td>Veronica</td>
</tr>
<tr>
<td>Cruz</td>
<td>Miguel</td>
<td>Mendoza</td>
<td>Maricela</td>
</tr>
<tr>
<td>Dever</td>
<td>Bethany</td>
<td>Ojeme</td>
<td>Anthony</td>
</tr>
<tr>
<td>Ducsay</td>
<td>John</td>
<td>Quesada Olarte</td>
<td>Juan Jose</td>
</tr>
<tr>
<td>Encinas Burruel</td>
<td>Maria Fernanda</td>
<td>Reyes</td>
<td>Berenice</td>
</tr>
<tr>
<td>Estrada</td>
<td>Eric</td>
<td>Salcedo</td>
<td>Enrique</td>
</tr>
<tr>
<td>Fakhouri</td>
<td>Nadim</td>
<td>Stagg</td>
<td>Susan</td>
</tr>
<tr>
<td>Flores Gallardo</td>
<td>Pedro</td>
<td>Thindwa</td>
<td>Tiffany</td>
</tr>
<tr>
<td>Gallego-Soto</td>
<td>Gema</td>
<td>Thorne</td>
<td>Nathan</td>
</tr>
<tr>
<td>Garcia</td>
<td>Maria</td>
<td>Torres</td>
<td>Maria</td>
</tr>
<tr>
<td>Gonzales</td>
<td>Marcela</td>
<td>Vasquez</td>
<td>Marco</td>
</tr>
<tr>
<td>Grimes</td>
<td>Brenda</td>
<td>Vasyakina</td>
<td>Julia</td>
</tr>
<tr>
<td>Guichard</td>
<td>Alfred</td>
<td>Wallin</td>
<td>Jonathan</td>
</tr>
<tr>
<td>Hernandez-Bedereu</td>
<td>Mariana</td>
<td>Yancey</td>
<td>Lindsay</td>
</tr>
<tr>
<td>Hijazi</td>
<td>Shadi</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Howard</td>
<td>John</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Contact Person:

Lynne Wakefield, Assistant Vice Chancellor for Human Resources (206-4624)

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
SUBJECT: Board Policy 3201: Occupational Program External Advisory Committees - First Reading

Recommendation:

This is the first reading of Board Policy 3201 – Occupational Program External Advisory Committees. The Chancellor recommends that the Board approve the policy.

Background:

Occupational certificate or degree programs, including non-credit programs offered by the College, will have an external Program Advisory Committee to provide input on industry trends; employment needs; program relevancy, currency, and effectiveness; experiential learning opportunities; and Student Learning Outcomes.

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

Financial Considerations:

There are no financial considerations associated with this proposal.

Contact Person:

Dr. Roy Flores, Chancellor (206-4747)
Occupational Program External Advisory Committees

Occupational certificate or degree programs, including non-credit programs offered by the College, will have an external Program Advisory Committee to provide input to the Presidents and the Chancellor’s Cabinet on industry trends; employment needs; program relevancy, currency, and effectiveness; experiential learning opportunities; and Student Learning Outcomes.
TO: Board of Governors
FROM: Chancellor
SUBJECT: Unapproved Minutes of the Special Meeting of August 13, 2008

Background:

The unapproved minutes of the Special Meeting of August 13, 2008 are submitted for approval.
PIMA COUNTY COMMUNITY COLLEGE DISTRICT

A Special Meeting of the Pima County Community College District Board of Governors was held on Wednesday, August 13, 2008 at 1:00 p.m. at the District Office, Room D-225, 4905 E. Broadway, Tucson, AZ 85709-1005.

BOARD MEMBERS

Marty Cortez
Brenda Even
Richard Fimbres
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

VISITORS

Vicki Cook
Mary Ann Martinez-Sanchez
Ryn Gargulinski, Tucson Citizen
Board Chair Scott Stewart called the meeting to order at 1:20 p.m.

Vicki Cook and Mary Ann Martinez-Sanchez presented an overview of the NCA accreditation process that included the history of NCA. The purpose of reaccreditation is to provide quality assurance and improvement. Some of the target dates built into the timeline are for tasks such as writing the self-study, preparing for the NCA visit, benchmarking of other institutions and review of exemplary self-studies, and the creation of an exhibition room for College materials. The NCA Team will visit the College during Fall 2010. Criteria for the self-study included the mission and integrity, preparing for the future, student learning and effective teaching, acquisition, discovery, and application of knowledge, and engagement of service.

Presentations to the Board of Governors by community organizations and individuals will be scheduled for future Board meetings for the purpose of planning. A list of suggestions was distributed and included community-based organizations, local foundations, city and county planners, and legislators. A finalized list will be submitted for approval by the Board.

There is a new ruling from the Arizona State Board of Nursing that requires proof of citizenship or rationality for licensure.

The College will continue membership with ACCA until the end of December due to ineffectiveness of the Association. The Arizona Board of Regents is interested in a statewide board model in Kansas and will review the logistics.

Chancellor Flores discussed the need to define “official worksite” in the College policies. The employee groups will be asked to review the language in the policy addressing employees working outside of Pima County.

Dr. Miles gave a retrospect of the Provost’s areas that covered Academic Services (specifically Blackboard Migration and Accreditation), Financial Aid, Student Services, Institutional Climate, and Marketing.

Dr. Bea spoke to the group in regards to the priorities set by the areas under his supervision. Listed as top priorities is work on improving processes such as reporting, testing web-based timesheets, improving cash handling, improving the system for Financial Aid, and safety and security processes. Now that an emergency response plan is in place, work continues on the emergency communication plan.

There will be a review on the College’s weapon policy with a report at the next Board meeting.

The meeting adjourned at 4:45 p.m.
TO: Board of Governors  
FROM: Chancellor  
SUBJECT: Unapproved Minutes of the Regular Meeting of September 10, 2008

Background:  
The unapproved minutes of the Regular Meeting of September 10, 2008 are submitted for approval.
A Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, September 10, 2008 at 7:00 p.m., in the Community Board Room, District Office, 4905 E. Broadway, Tucson, AZ 85709-1010.

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

BOARD REPRESENTATIVES
Julie Hecimovich, Staff
Cynthia Berens, Student
RaeAnn Pilarski, Student
Kimlisa Duchicela, Faculty
Rick Rosen, Faculty

RECORDING SECRETARY
Linda Ashenbrener

ADMINISTRATION
Roy Flores, Chancellor
Lou Albert, President, West Campus
Christal Albrecht, President, Desert Vista Campus
Doreen Armstrong, Executive Director,
David Bea, Executive Vice Chancellor, Finance and Administration
Johnson Bia, President, Downtown Campus
Victoria Cook, Vice President of Instruction
Imelda Cuyugan, Executive Director, Grants
Betty Elasowich, Vice President of Student Development
Charlotte Fugett, President, East Campus
Donna Gifford, Assistant Vice Chancellor
John Gillis, Division Dean of Instruction
Mary Beth Ginter, Acting Vice President of Instruction
Diane Groover, Assistant Vice Chancellor, Finance
Jerry Haynes, Vice President of Student Development
Cheryl House, Executive Director, PCC Foundation
David Irwin, Executive Director, Public Information
Kirk Kelly, Vice Chancellor, Information Technology
Jana Kooi, President, Community Campus
Dee Lammers, Division Dean of Instruction
Sylvia Lee, President, Northwest Campus
Mary Ann Martinez Sanchez, Vice President of Instruction
Leticia Menchaca, Vice President of Student Development
Lorraine Morales, Vice President of Student Development
Harry Muir, Vice President of Instruction
Brigid Murphy, Assistant Vice Chancellor for Academic Services and Vice Provost
David Padgett, Vice President of Instruction
Anne Reese, Executive Director, Financial Aid
Robert Riza, Assistant Vice Chancellor for Student Services
Nancy Russell, Vice President of Instruction/Workforce and Business Development
Terry Sawma, Vice President of Instruction/Adult Education
Nancee Sorenson, Vice President of Student Development
Edgar Soto, Executive Director, Athletics
Juan Soto, Vice President of Student Development
Stan Steinman, Senior Assistant to the Provost
Anne Vosberg, Vice President of Student Development
Lynne Wakefield, Assistant Vice Chancellor, Human Resources
Deborah Yoklic, Acting Division Dean of Instruction
GENERAL MATTERS

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 and Reports

Public Comment

There were no public comments.

Staff Representatives

Julie Hecimovich reported on the September 5 meeting. Bonnie Demorotski from AVIVA Children's Services expressed gratitude to the Staff Council and the College for the collection of back-to-school supplies. Information on the Institutional Climate Survey was shared by the Provost. The survey process is on schedule and the surveys will be sent to all employees and a stratified random sample of students, community members and leaders. In Staff Council business, an election committee was formed for the upcoming fall elections.

Student Representatives

RaeAnn Pilarski announced the events at Northwest Campus which included an event scheduled in September to encourage students to get involved in activities. There is a new student organization at Desert Vista that will work with eligible students providing academic and personal counseling as well as event invitations and admission into the Pima Leadership Institute.

Tejin Lakdawala reported on events at Community Campus and West Campus that included an event where people were registered to vote and a Practical Nurse Cohort Pinning Ceremony held at the end of August.
Faculty Representatives

A new Board representative, Richard Rosen, gave an overview of the meeting on All Campus Day held August 22 stating that new officer elections were held during the meeting. Logistics were discussed for the All Faculty Day scheduled January 2009. The Chancellor spoke to Senate regarding budgetary constraints that are in the forefront of issues the College continues to deal with and also discussed the reauthorization of the Education Act.

Details of the September Faculty Senate meeting were reported on by Kimlisa Duchicela. There were presentations on the proposed academic calendar and on the impact of the new textbook law. Members voted to approve the calendar for 2009/2010. The adjunct faculty report included appreciation given to the Board for the recent pay raise. The adjunct faculty committee is looking at virtual communication methods that will be accessible and secure.

Report — Chairperson of the Board

The email address for Chairman Stewart will be available on the website for anyone interested in contacting the Board.

A plaque was presented by the Board to Jack Mertes in appreciation for his years of service as a faculty representative to the Board. The new student representatives were introduced.

Chairman Stewart read a statement from the Board concerning faculty credentials and the enforcement of the standards set forth by NCA to ensure the requirements by the accrediting agency are met.

Motion No. 6826


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 College is ending the membership with the Arizona Community College Association.

Chancellor's Report

Rosey Koberlein, CEO, Long Realty, and Michael S. Hammond, commercial real estate agent, gave presentations on the status of growth in Tucson and the impact on the housing market and commercial properties. There has been a slowing in the retail market and a 34% reduction of people moving to Pima County, but the successful year for commercial real estate offsets the residential housing market.

Chancellor Flores announced that PCC enrollment is up approximately 6%.

Chancellor Flores read a list of upcoming external presentations to the Board. A representative from the Brown Foundation will speak at the next meeting. Dr. Flores will attend numerous meetings and conferences of high importance such as the ACE Immigration Roundtable, HACU Board Meeting, NCA Assessment Workshop, and a meeting of the ACE Racial and Ethnic Equity Committee. He will also address graduate students at the University of Texas-Austin. The Chancellor is scheduled to meet with the Vice Provost from the University of Arizona to continue collaboration on the role of PCC and there are plans to meet with the Higher Education Advisor to the Governor.

Monthly Financial Statements through July 2008

It was noted that the year has started as expected with an increase in net assets through the end of the month which is essentially the same as last year’s result through the same time period. The current year shows increases in tuition and fees and state sales tax revenues that have effectively offset the loss of the FY09 capital appropriation for the State.
Information Items

Separations from Employment (with Addendum 12)

Student Aide Hires

BP-1404: Board Conflict of Interest – Second Reading

These items were noted as information items.

Action Items

Motions to Approve Meeting Minutes

PASSES

Approval of Minutes

Motion No. 6827


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

Consent Agenda

Motion No. 6828

Richard Fimbres – M, Marty Cortez – S, to approve the Consent Agenda, with Addenda to Items 16.1 New Appointments; 16.2 Administrator Appointments; 16.3 Adjunct Faculty Appointments; and 16.4 Temporary Appointments.

16.1 New Appointments
16.2 Administrator Appointments
16.3 Adjunct Faculty Appointments
16.4 Temporary Appointments
16.5 Grant Proposal: United States Small Business Administration – Maricopa County Community College District Small Business Development Center (SBDC)
16.6 Intergovernmental Agreement: Dual Enrollment with the Joint Technological Education District (JTED)
16.7 Contract: Computer Equipment

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

An overview of the plans for a healthcare clinic included information regarding the identified space at East Campus, feedback from focus groups, and the cost of construction. The clinic will be open to students, staff and the public.

Motion No. 6829

Richard Fimbres – M, Marty Cortez – S, to direct the administration to issue a Request for Proposals (RFP) for qualified health providers to offer community-based health clinic services at the East Campus.

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

Motion No. 6830

Brenda Even – M, Richard Fimbres – S, to amend the above motion to include language in the RFP that requires insurance packages of students and employees be acceptable to the clinic provider.

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

Adjournment

The meeting adjourned at 9:10 p.m.

______________________________
Secretary

______________________________
Date
TO: Board of Governors
FROM: Chancellor
DATE: 10/8/08
ITEM NO: 15

SUBJECT: Consent Agenda

Recommendation:

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

15.1 New Appointments
15.2 Administrator Appointments
15.3 Adjunct Faculty Appointments
15.4 Temporary Appointments
15.5 Employment Contract: Chancellor
15.6 Public Safety Personnel Retirement System Local Board Membership
15.7 Board Policy 1402: Conflict of Interest – Final Reading
15.8 Contract: Computer Single Sign-On System and Consulting
15.9 Contracts: 403(b) Plan Services
15.10 2009-2010 Academic Calendar
15.11 Interim Board Policy 3202: Course Materials

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

DATE: 10/08/08
ITEM NO: 15.1

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.

Staff

Brown, Chandra  Student Services Specialist
Salary: $17.66  District Office
Effective: 10/13/08  Selected to fill a vacant position
Education: Bachelor of Science, Psychology, University of Arizona
Experience: Ms. Brown has four years of student financial aid experience with the University of Arizona. She has two additional years of experience in customer service.
Recruitment Overview:

An external recruitment was conducted. Twenty-two complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by the Provost and Executive Vice Chancellor.

Cowen, Kerry  Fiscal Support Specialist
Hourly Rate: $17.66  District Office
Effective: 10/13/08  Selected to fill a vacant position
Education: Coursework, Pima Community College
Experience: Ms. Cowen has worked as a bookkeeper for over three years. Previously she was an office manager for an accounting firm performing accounts payable and accounts receivable duties.
Recruitment Overview:

An external recruitment was conducted. Forty-five complete applications were received. Applicants were screened and interviewed by an advisory committee. The finalists were interviewed by the Executive Vice Chancellor for Administration.
Hamilton, Mark  
**Materials Handler Technician**

Hourly Rate: $12.71  
Community Campus

Effective: 10/13/08  
Selected to fill a vacant position

Education: Coursework, Cuyahoga Community College

Experience: Mr. Hamilton has worked as a temporary Materials Handler Technician for Pima Community College for the last year and a half. Previously he owned and operated his own small business consulting service. He also has several years of experience in the transportation industry.

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

Martinez, Kathleen  
**Fiscal Support Specialist**

Hourly Rate: $17.66  
District Office

Effective: 10/13/08  
Selected to fill a vacant position

Education: Bachelor of Arts, Business Administration, University of New Mexico

Experience: Ms. Martinez has worked as a trust administrator for six months. Previously she worked as the operations coordinator documenting procedures for accounts payable and accounts receivable processing.

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

Mellor, Morris  
**Trades/Maintenance Specialist - HVAC**

Hourly Rate: $17.66  
Maintenance & Security

Effective: 10/13/08  
Selected to fill an open position

Education: Coursework, Pima Community College

Experience: Mr. Mellor has over seven years experience as an energy management control system tech, six years experience as an electrical installation foremen and four years as an electrician technician in the U.S. Navy.

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

Moon, Vanessa  
**Lab Specialist**

Hourly Rate: $17.66  
Desert Vista Campus

Effective: 10/13/08  
Selected to fill an open position

Education: Associate of Arts, Liberal Arts, and Certificates in Advanced Water and Wastewater Technology, Pima Community College

Experience: Ms. Moon has more than two years experience as a laboratory specialist and three years as a laboratory aide with Pima Community College; ten months experience as an instrumentation specialist and two years experience as manager of a water company.

(Continued)
Recruitment Overview:
An internal recruitment was conducted with no applicants, and Ms. Moon, a non-selected alternate from a recruitment at the East Campus, was screened and interviewed by an advisory committee and interviewed by the Campus President.

**Tapia, Rachel**  
**Fiscal Support Specialist**  
Hourly Rate: $17.66  
Effective: 10/13/08  
Selected to fill a vacant position  
Education: Bachelor of Arts, Business Administration, University of Arizona  
Experience: Ms. Tapia has worked as a disbursement analyst for a year. Previously she worked for five years in the banking industry.

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

**Villalobos, Anna**  
**Student Services Specialist**  
Salary: $17.66  
Effective: 10/13/08  
Selected to fill a vacant position  
Education: Bachelor of Arts, Psychology, Arizona State University  
Experience: Ms. Villalobos has three years of student financial aid experience with Pima Community College and nine years of student services experience with Mission Community College in California. She has two additional years of experience in payroll and accounting.

Recruitment Overview:
An external recruitment was conducted. Twenty-two complete applications were received. Applications were screened and interviewed by an advisory committee. The finalists were interviewed by the Provost and Executive Vice Chancellor.

**Yrigoyen, Richard**  
**Police Officer**  
Hourly Rate: $18.90  
Effective: 10/13/08*  
Selected to fill a vacant position  
Education: Associate of Applied Science, Pima Community College  
Experience: Mr. Yrigoyen has eight years experience as a machinist and has been working part time as a Community Service Officer for Pima County Community College for the last seven months.

Recruitment Overview:
An external recruitment was conducted. Ten complete applications were received. Applicants were screened and interviewed by an advisory committee. The finalists were interviewed by the Executive Vice Chancellor or Administration.  
* Contingent upon successful physical and psychological testing.
Contact Person:

Lynne Wakefield, Assistant Vice Chancellor for Human Resources (206-4624)

[Signature]
Dr. Roy Flores, Chancellor
TO: Board of Governors  DATE: 10/8/08
FROM: Chancellor  ITEM NO: 15.2
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:

Lynne Wakefield, Assistant Vice Chancellor for Human Resources (206-4624)

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
SUBJECT: Adjunct Faculty Appointments

DATE: 10/8/08
ITEM NO: 15.3

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) in which adjunct faculty members are certified and the initial campus where they will teach. 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.

<table>
<thead>
<tr>
<th>Name</th>
<th>DC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abramo, Marisa K.</td>
<td>Library (Librarian)</td>
</tr>
<tr>
<td>Discipline(s):</td>
<td>Bachelor of Arts, Elementary Education, University of Arizona, Tucson, Arizona; Master of Arts, Library Science, University of Arizona, Tucson, Arizona</td>
</tr>
<tr>
<td>Education:</td>
<td>Ms. Abramo has more than 15 years of experience as a Librarian for several public and government institutions. She meets qualifications for Librarian Faculty Standards.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name</th>
<th>CC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brooks, Rhiannon L.</td>
<td>Mathematics (Developmental)</td>
</tr>
<tr>
<td>Discipline(s):</td>
<td>Bachelor of Science, Mathematics, Western Illinois University, Macomb, Illinois</td>
</tr>
<tr>
<td>Education:</td>
<td>Ms. Brooks is currently employed with Santa Rita High School as a Math instructor.</td>
</tr>
</tbody>
</table>

(Continued)
Adjunct Faculty Appointments

Date: 10/8/08
Page 2

Chanek, Nathaniel
Discipline(s): Marketing, Management, Business (Academic)
Education: Bachelor of Arts, Child & Family Studies, Baylor University, Waco, Texas; Master of Business Administration, Dallas Baptist University, Dallas, Texas
Experience: Mr. Chanek has been a configuration analyst for Raytheon Missile Systems for more than two years. He was a high school math and science teacher for three years for the Clifton Unified School District in Clifton, Arizona.

Chavez, Melissa M.
Discipline(s): Italian (Academic), English as a Second Language (Developmental)
Education: Bachelor of Arts, Italian, University of Arizona, Tucson, Arizona; Master of Arts, Italian, Middlebury College, Middlebury, Vermont; Certificate in English for Speakers of Other Languages, University of Cambridge, International Institute of Language, Nova Scotia, Canada
Experience: Ms. Chavez has worked as a tutor for Principal Tutoring and Consulting Services. Her experience includes: preparing lesson plans, working with students one-on-one and in small groups. Additionally, she taught low and intermediate classes for English language learners during her training to receive the Certificate in English Language Teaching to Adults.

Colbert, Michael
Discipline(s): Reading (Academic)
Education: Bachelor of Arts, Geography, University of Arizona, Tucson, Arizona; Master of Education, Reading, Worcester State College, Worcester, Massachusetts
Experience: Mr. Colbert has taught reading at the high school level for more than five years.

Cruz, Richard J.
Discipline(s): Math (Developmental)
Education: Bachelor of Science, Mathematics, University of Arizona, Tucson, Arizona
Experience: Mr. Cruz is currently working for the University of Arizona as a research specialist. He has been employed with the University of Arizona since 2001. His teaching experience includes tutoring middle school students in Mathematics for three months at the University of Arizona.

Dehner, Lynn
Discipline(s): Fitness and Recreation (Occupational)
Education: Bachelor of Science, Agriculture, University of Arizona, Tucson, Arizona; Master of Education, Educational Leadership, Northern Arizona University, Flagstaff, Arizona
Experience: Ms. Dehner has been a Physical Education teacher for Santa Rita High School for five years.

Dimmett, Deborah L.
Discipline(s): Anthropology, Education, Theater, & English as a Second Language (Academic)
Education: Bachelor of Arts, Elementary Education/Special, University of Arizona, Tucson, Arizona; Master of Education, Special Education, University of Arizona, Tucson, Arizona; Master of Arts, Theater Arts, University of Arizona, Tucson, Arizona

(Continued)
Experience: Ms. Dimmett has worked for the Sunnyside Unified School District for more than 25 years. Her teaching experience includes teaching gifted students with a focus on Language Arts, Science and Reading for seventh graders, and special education students.

**Durkin, Michael B.**

**Discipline(s):** Mathematics (Developmental)

**Education:** Bachelor of Science, Electrical Engineering, University of Southern California, Los Angeles, California

**Experience:** Mr. Michael Durkin meets the minimum qualifications to teach Developmental Mathematics.

**Foley, Eileen L.**

**Discipline(s):** Sociology (Academic)

**Education:** Bachelor of Arts, Liberal Arts, University of the Pacific, Stockton, California; Master of Arts, Social Sciences, The University of Chicago, Chicago, Illinois

**Experience:** Ms. Foley has been self-employed as a financial consultant for more than five years. Her teaching experience includes a position for six months as an adjunct faculty business instructor for the California Culinary Academy.

**Hernandez, Artemiza**

**Discipline(s):** Spanish (Academic)

**Education:** Bachelor of Arts, Spanish, California State University, Fresno, California; Master of Arts, Spanish, California State University, Fresno, California

**Experience:** Ms. Hernandez is currently working for the University of Arizona as a Graduate Assistant for the Spanish Department. She has been teaching Spanish courses for more than six years at the University of Arizona. She also taught Spanish courses for two years at California State University.

**Hewlett, William S.**

**Discipline(s):** Culinary Arts

**Education:** Associate of Science, Occupational Studies, Scottsdale Culinary Institute

**Experience:** Currently Roundsman Chef at Skyline Country Club; Sous Chef, Tomez Golf Course; Executive Chef, Tuscan Glass Restaurant, White Mountains

**Jalali, Hossein (Kevin)**

**Discipline(s):** Engineering (Academic), Math (Developmental)

**Education:** Bachelor of Science, Mechanical Engineering, University of Arizona, Tucson, Arizona; Master of Science, Mechanical Engineering, University of Arizona, Tucson, Arizona

**Experience:** Mr. Jalali is currently working for the Wildcat Secondary School as a substitute teacher. He teaches various subjects in Math, Science, and English. Previously, he tutored college and high school students in Math, Engineering, and Physics.

**Johnson, Rachel**

**Discipline(s):** Fashion Design & Clothing (Occupational)

**Education:** Associate of Applied Science, Fashion Design, Pima Community College, Tucson

(Continued)
Experience: Ms. Johnson has twelve years of experience as a sewing teacher in group and private settings. She is self-employed as a professional seamstress and as a scrapbooking demonstrator.

**Katakulos, David D.**

**Discipline(s):** Education, Psychology, and Sociology (Academic)

**Education:** Master of Arts, Education, University of Texas, San Antonio, Texas; Master of Arts, Psychology and Sociology, Our Lady of the Lake University, San Antonio, Texas

**Experience:** Mr. Katakulos is currently working for San Pedro River Valley Behavioral Health as a clinical liaison. He has been teaching Psychology and Sociology courses more than five years as an adjunct instructor for St. Phillip’s College and Dine College.

**Lazarewicz, Adam**

**Discipline(s):** Psychology (Academic)

**Education:** Bachelor of Arts, Psychology, Washington University, Saint Louis, Missouri; Master of Arts, Psychology, University of Arizona, Tucson, Arizona

**Experience:** Mr. Lazarewicz is currently working for the University of Arizona as a Psychology instructor. He has more than five years teaching experience.

**Lloyd, Pamela**

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

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

**Experience:** Ms. Lloyd has eight years of experience as a technical writer with local health care information firms.

**Millier, Jerold R.**

**Discipline(s):** Accounting

**Education:** Bachelor of Business Administration, Business Administration, Wichita State University, Wichita, Kansas; Master of Accounting, University of Arizona, Tucson, Arizona

**Experience:** Mr. Millier has thirty-three years experience as an accountant working in the private and governmental sectors. He was a self-employed Certified Public Accountant in the state of Washington for ten years. For four years, Mr. Millier served as director of training with the United States Aid for International Development in central Asia and Eastern Europe. He was the accounting department chair at Chaparral College in Tucson for five years. In 1996-1997, Mr. Millier was an accounting adjunct faculty member at Pima Community College.

**Mulvihill, Kinini K.**

**Discipline(s):** Nursing Assistant (Occupational)

**Education:** Associate of Applied Science, Nursing, Pima Community College

**Experience:** Ms. Mulvihill has six years experience as a registered nurse with her current employer, Carondelet St. Joseph’s Hospital in Tucson, and twenty-one years experience as a certified nursing assistant.
Murray, Thomas A.  
Discipline(s): Student Success  
Education: Bachelor of Science, Mathematics, Loyola University of Chicago, Chicago, Illinois; Master of Art, Counseling/Psychology, Northwestern University, Evanston/Chicago, Illinois.  
Experience: Currently Coordinator for Leadership Programs, University of Arizona; Access Consultant, University of Arizona; Adjunct Instructor, Kaplan University; Director, TRIO SSS, Saint Xavier University.

Ng, Jonathan WC  
Discipline(s): Music  
Education: Bachelor degree—foreign transcript not evaluated; Master of Music, Choral Conducting, Westminster Choir College of Rider University, Lawrenceville, New Jersey; Doctor of Music, Choral Conducting, Indiana University, Bloomington, Indiana  
Experience: Dr. Ng has seven years of experience as an associate instructor in the Choral Department at Indiana University, and one year experience as the associate conductor of the Bloomington Symphony Orchestra, Bloomington, Indiana. He has five years experience with his current employer, Catalina University Methodist Church, where he serves as the Director of Music. Dr. Ng has one year experience serving as the Artistic Director and Conductor for the Arizona Choral Society in Tucson.

Nix, David NW  
Discipline(s): Clinical Trial Coordinator  
Education: Bachelor of Science, Pharmacy, University of Georgia, Athens, Georgia; Doctor of Pharmacy, University of Georgia, Athens, Georgia  
Experience: Dr. Nix has been an Associate Professor in the College of Pharmacy at the University of Arizona since 1996. He is also a registered Pharmacist in Arizona and Georgia.

Orlinski, Elzbieta H. DC  
Discipline(s): Economics (Academic)  
Experience: Ms. Orlinski is currently working for International Institute of the Americas (IIA) College, Tucson, Arizona. Her experience at IIA includes: student services coordinator, assessment center/GED coordinator, and teaching Accounting and core courses for more than two years.

Partlow, Susan NW  
Discipline(s): Art for Personal Design (Developmental)  
Education: Bachelor of Fine Arts, Art Studio Youngstown State University, Youngstown, Ohio  
Experience: Ms. Partlow has been a self-employed Graphic Designer for three years. She worked as a Graphic Designer at Pima Community College for 19 years.
Ross, Eric W.
Discipline(s): Aviation 
Education: Airframe and Powerplant License from the FAA; Certificate number 276090
Experience: Currently Line Maintenance Representative, ABX Air; Line Representative, Ryan International Airlines; Line Representative/Station Supervisor, Aero North Icelandic; C & D Check Mechanic, America West Airlines

Schelble, James T.
Discipline(s): Education (Academic)
Education: Bachelor of Arts, Anthropology, University of Arizona, Tucson, Arizona; Master of Arts, Central Eurasian Studies, Indiana University, Bloomington, Indiana; Doctor of Philosophy, Central Eurasian Studies, Indiana University, Bloomington, Indiana
Experience: Mr. Schelble has been a freelance translator for more than ten years. Previously, he was a research consultant in education policy. He has two years of experience teaching English as a Second Language.

Schwartz, Kevin L.
Discipline(s): Mathematics (Developmental)
Education: Bachelor of Arts, Computer Science, Mathematics, Ithaca College, Ithaca, New York
Experience: Mr. Schwartz has nineteen years of experience with IBM. He was employed as a Software Engineer and Programming Languages Instructor. In addition, Mr. Schwartz was employed with Media Bekins as a Software Developer. He was also the owner of Octagons.com. Currently, Mr. Schwartz is employed with IBM as a Software Engineer.

Shriner, Sylvia L.
Discipline(s): English as a Second Language (Developmental)
Education: Bachelor of Arts, Elementary Education, Central Washington University, Ellensburg, Washington
Experience: Ms. Shriner has worked for Central Washington University as a Writing Consultant, and as a Graduate Assistant. Her teaching experience includes: Teaching English for Speakers of Other Languages (TESOL) for international students, student teaching for third graders, and tutoring for fifth graders.

Temyanko, Val
Discipline(s): Engineering (Academic), Math (Developmental)
Education: Master of Science, Chemical Engineering, Louisiana State University, Baton Rouge, Louisiana
Experience: Mr. Temyanko is currently working for the University of Arizona as a staff engineer in the Optical Science Center. He has more than seven years experience as a staff engineer. He has no previous teaching experience.

(Continued)
Youman, Martha E.

Discipline(s): Education (Academic)
Education: Bachelor of Arts, Sociology, State University of New York, Stony Brook, New York; Master of Science, Childhood Education, Queens College City University, Flushing, New York
Experience: Ms. Youman is currently a full-time graduate student at the University of Arizona. She was a second- and third grade teacher for more than three years.

Yu, John S.

Discipline(s): Dental Hygiene
Education: Bachelor of Science, Biochemistry, Doctor of Dental Surgery, University of Washington, Seattle, Washington
Experience: Dr. Yu has two years of experience as a dentist. He is currently serving as a staff dentist at St. Elizabeth’s Clinic, and as an associate dentist in a private practice in Tucson.

Contact Person:

Lynne Wakefield, Assistant Vice Chancellor for Human Resources (206-4624)
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.

Adams, E. Grace  
Support Technician  
CC

Education: Associate of Arts, Liberal Arts, May 1984, Rockmount College, Denver, Colorado; Medical Transcription Technical Diploma, December 2003, Waukesha Technical College, Waukesha, Wisconsin

Experience: Ms. Adams has nearly twenty years of experience in Community/technical colleges as an Admission Clerk at Waukesha County Technical College. She also has experience as a Human Resources Assistant at Fox Valley Technical College in Appleton, Wisconsin. Ms. Adams has extensive experience in customer service, office management, and in transcription.

Caraballo, Priscilla  
Student Services Technician  
CC

Education: Completing Associate Degree from Pima Community College.

Experience: One year as a legal assistant, two years as Federal Work Study student at Pima Community College and University of Arizona

(Continued)
Carranza, Rosemarie  
Child Care Assistant  
Education: High School Diploma, South San Antonio High School  
Experience: Ms. Carranza has eleven years of experience in preschool instruction, including six years as a lead teacher.

Cheng, David  
Event Assistant III  
Education: BA Temple University, Communications 2008, AAT Reading Community College, Educational Technology 2006. Fluent in English and Spanish  
Experience: Mr. Cheng has experience using MS Office software, database creation, Dreamweaver and Photoshop. He managed large databases in the U.S. Army and in private corporations. Mr. Cheng will work on the College’s online course conversion from WebCT to Blackboard.

Chibwe, Mwabe  
Accounting/Math Tutor  
Education: Coursework, General Studies, Pima Community College  
Experience: Ms. Chibwe was formerly employed by Sodexho.

Christensen, Krysti  
Auxiliary Aid I  
Education: High School Diploma  
Experience: Ms. Christensen volunteered as a teacher assistant in a Special Education class.

Michael R Colbert  
Instructor  
Education: Master of Education, Worcester College, Bachelor of Arts, Geography, University of Arizona, Tucson, Arizona  
Experience: Mr. Colbert has 17 years teaching experience in reading, language arts and social studies in middle schools. He also taught Adult Basic Education for one year.

Diehl, Montana  
Auxiliary Aid I  
Education: Coursework, General Studies, Pima Community College  
Experience: Ms. Diehl has worked as a Student Aide for the past six months in the Disabled Student Resources office at Pima Community College.

Elmer, Roberta Carmen  
Support Technician  
Education: High School Diploma  
Experience: Ms. Elmer has more than three years of experience in the areas of property management and home health. She has performed a variety of clerical tasks as an apartment leasing manager, including answering multiline phones, keyboarding, calculating, computer data entry, document formatting, and extensive customer service.

Ellis, Lynell  
Student Services Technician  
Education: General education and education courses at Pima Community College  
Experience: Ms. Ellis has experience as an inclusion paraprofessional working with special needs children at the Vail School District.
Flu-Allen, Karen  
**Instructor**  
CC  
**Education:** Master of Education, Curriculum and Instruction, University of Phoenix; Bachelor of Science, Elementary Education, Capital University, Columbus, Ohio  
**Experience:** Ms. Flu-Allen has seven years of experience teaching special needs children. She was also a reading specialist in K-12 schools.

Emma Gomez  
**Instructor**  
CC  
**Education:** Master of Arts, English, California State University, Los Angeles, California; Bachelor of Arts, English  
**Experience:** Ms. Gomez has two years experience as an adjunct faculty member, teaching English and Language Arts in a college setting. She also taught English for one year at the university level and five years as a literacy and English tutor.

Grimes, Timothy  
**Noncredit Instructor**  
CC  
**Education:** High School Diploma, Catalina High School, Tucson, Arizona  
**Experience:** Mr. Grimes has participated in internships several times per year with Chef Janos Wilder at his restaurant at Westin La Paloma since 2005. Over the last several years, Mr. Grimes has enrolled in approximately 30 cooking classes through the Culinary Concepts cooking school, as well as an Italian Pasta class in Florence, Italy in 2006. Mr. Grimes will teach several cooking courses.

Heeringa, Andrew  
**Special Project Professional**  
CC  
**Education:** Certificate for Direct Employment in Fire Science, Pima Community College; Bachelor of Science in Business Economics, University of Arizona; certified Hazardous Materials Emergency Responder; certified Technical Rescue Technician, fire-related emergencies.  
**Experience:** Mr. Heeringa has worked as a Firefighter for more than two years for the City of Tucson Fire Department. He will work at the Pima Community College Fire Academy.

Jay, DeeDee  
**Noncredit Instructor**  
CC  
**Education:** B.S., Elementary Education, University of Colorado; M.S., Secondary Education, Math, Northern Arizona University, Flagstaff, Arizona  
**Experience:** Ms. Jay is a certified teacher with 25 years of theater experience including 23 years with the Theatrikos Community Theatre in Flagstaff, Arizona, where she produced, directed and acted in over 30 productions. For the last ten years, Ms. Jay has owned a production company that delivers improvisational performances for special events. Ms. Jay will teach several theater courses in Green Valley.

Johnson, Anthony  
**Laboratory Aide – Digital Film**  
WC  
**Education:** Pima Community College graduate. Associate of Applied Science in Digital Arts; Bachelor of Arts, Near Eastern Studies, University of Arizona - Magna Cum Laude.  
**Experience:** Mr. Johnson has worked as a student aide at Pima Community College in the Student Services area, and as a lab aide for Digital Film from January through December, 2005. Mr. Johnson has worked on dozens of independent short films in and around the Tucson community. He is qualified to work in the Digital Film area. He will assist students, overseeing and checking out equipment.  

(Continued)
Temporary Appointments

Kashian, Susan
Student Services Technician
CC
Experience: Two years Reading Tutor and Teacher’s Assistant at La Paloma Charter School; one year retail sales and customer service experience.

Lancaster-Jones, Felice
Child Care Specialist
DO
Education: High School Diploma, Cholla High School
Experience: Ms. Lancaster-Jones has nine years of experience in preschool instruction.

Larby, Frank
Instructor
CC
Education: Superintendent Certification, University of Phoenix, Master of Educational Leadership, Northern Arizona University, Flagstaff, Arizona; Bachelor of Science, Secondary Education, University of Arizona, Tucson, Arizona
Experience: Mr. Larby has 11 years of experience as a middle school principal and two years as a high school principal.

Marinero, David
Laboratory Aide – Digital Film
WC
Education: Graduate of Tucson High School. Additional coursework at Pima Community College through dual enrollment.
Experience: Head editor for the Capstone Pima Community College student film in spring, 2008. Currently a Digital Arts student. Mr. Marinero will assist students with equipment check out and oversee equipment.

Marum, Blake P.
Special Projects Professional
CC
Education: Bachelor of Arts Degree in Sociology, University of Arizona; Certificate for Direct Employment in Emergency Medical Technology-Basic, Pima Community College; National Registry Certification, EMT-Basic; certified Fire Fighter I and II; Certification in Hazardous Materials Operations, Rope Rescue I certification; CPR Provider.
Experience: Mr. Marum was a self-employed construction developer. He has also worked in the financial field at Citi Bank in customer relations, account maintenance, and sales.

McKay, Alice
Art Model II
WC
Education: Bachelor of Arts, Psychology and Art History, University of Arizona; Certified Grief Counselor, American Institute of Grief Counseling and Thanatology, Warren, Ohio.
Experience: Art Model at the University of Arizona since February, 2008

Nash, Melissa R.
Instructor – PCCAE
CC
Education: Bachelor of Arts, Anthropology, University of Arkansas
Experience: Ms. Nash has volunteered in ESOL classes at the Refugee Education Project, and has worked directly with the refugee population through REP and the International Refugee Committee.

(Continued)
Temporary Appointments

Nelson, Candice  
**Support Technician**  
CC

**Education:**  High School Diploma, Dubuque, Iowa

**Experience:**  Ms. Nelson has over 14 years experience as an Administrative Assistant and in office management. She has worked as an Administrative Assistant at Yavapai Accommodation School, Okaloosa Jr. High School. She has many years of experience in accounting, customer service and retail sales.

Partridge, Shannon  
**Photo Lab Aide**  
WC

**Education:**  Coursework, Commercial Photography, Pima Community College.

**Experience:**  Ms. Partridge has experience working as store clerk and cashier.

Saavedra, Laura J.  
**Tutor I Chemistry Lab**  
CC

**Education:**  Currently, Ms. Saavedra is a Pima Community College student. She will be providing tutoring offered at the West Campus Chemistry lab for students enrolled in CHE 151 and CHE 152 during the fall 2008 semester.

**Experience:**  Ms. Saavedra has completed CHE 151 and 152 and is highly recommended by the Acting Department Chair to tutor Chemistry at Community Campus.

Santoro, John Jr.  
**Auxiliary Aide Level 1**  
WC

**Education:**  Associate of General Studies, Pima Community College.

**Experience:**  Mr. Santoro has been a Student Aide with Pima Community College West Campus for four months. He has also been an Officer for the Town of Marana for twelve years.

Scheller, Christopher A.  
**Evaluator/Tutor**  
EC

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

**Experience:**  Mr. Scheller has four years of service in the United States Marine Corps. He is a certified EMT-Basic with Arizona State and National EMT Certification, as well as AHA CPR Certification.

Slachter, Aaron  
**Special Project Professional**  
CC

**Education:**  Certificate for Direct Employment in Fire Science, Pima Community College; Technical Rescue Technician in Rope Rescue, Hazmat and Wild Land Fire fighting

**Experience:**  Mr. Slachter has been a firefighter with the Rio Rico Fire Department for two years. He will assist the instructors at the Pima Community College Fire Academy.

Smith, Vickey  
**Math Tutor**  
WC

**Education:**  Bachelor of Arts, Central State University, Ohio; Master of Science Degree in Counseling, University of Phoenix.

**Experience:**  Ms. Smith has no previous tutoring experience. She was employed as adjunct math faculty at Pima Community College during summer 2008.

(Continued)
Snyder, Wesley  
**Special Projects Professional**  
CC  
**Education:** National and Arizona State EMT-Basic certified; Certified Firefighter I and II training; Arizona State Hazardous Materials Technician Certification; certified Fire Instructor I and II; CPR provider and CPR instructor  
**Experience:** Wesley is currently a Firefighter and EMT-Basic with the Tucson Fire Department, serving on the Rapid Response Team. Wesley also served in the United States Air Force from 1992 to 2001.

Thompson, Donald D.  
**Noncredit Instructor**  
CC  
**Education:** B.S., Chemistry, California State University at Hayward  
**Experience:** Mr. Thompson has spent the last 17 years in sales and management where his responsibilities involved sales, service, training and customer support, including software customization, for specialized chemical analysis machinery. In addition, Mr. Thompson is an avid digital photographer. Mr. Thompson will be teaching computer and digital photography courses in Green Valley.

vanMarle, Joshua  
**Art Aide**  
WC  
**Education:** Bachelor of Art, History, University of Arizona.  
**Experience:** Mr. vanMarle is a former Pima Community College Art student. He studied sculpture and metal works at the University of Arizona. He has experience in sculpture, welding and bronze casting techniques, and is prepared to work as an art aide in the sculpture, metals and ceramics areas.

Vega, Joann  
**Lab Assistant-Science**  
DV  
**Education:** Bachelor of Arts, Elementary Education, University of Arizona, Tucson, Arizona; Chemistry coursework, University of Arizona, Tucson, Arizona  
**Experience:** Ms. Vega has taught elementary school for seven years.

Viafore, Ronald R.  
**Instructor**  
CC  
**Education:** Master of Science, Education, Western Connecticut University, Bachelor of Science, Early Childhood Education/English and Psychology, Eastern Connecticut State University.  
**Experience:** Mr. Viafore has five years of experience as an elementary school principal. He also has twenty-three years of experience as an instructor of English and Language Arts in grades 3-8.

Contact Person:  
Lynne Wakefield, Assistant Vice Chancellor for Human Resources (206-4624)

[Signature]
Dr. Roy Flores, Chancellor
Recommendation:

The Chairman recommends that the Board reaffirm the employment contract of Roy Flores, Chancellor.
Recommendation:

The Chancellor recommends that the Board approve the appointment of Kimberly Dosch to the Public Safety Personnel Retirement System local board as set forth below.

Background:

In 1991, the Board of Governors approved participation by the College District and its eligible full-time police officer personnel in the Statewide Public Safety Personnel Retirement System (PSPRS). Under the provisions of Arizona Revised Statutes Title 38, Chapter 5, the administration of the system as it applied to the College District is vested in a local board which functions in accordance with the provisions of the State law. The local board consists of five members: the Chair of the Pima County Community College District (PCCCD) Board of Governors, or designee; two members elected by the College members of the Public Safety Personnel Retirement System; and two citizens appointed by the Chair of the PCCCD Board of Governors. The PSPRS governing rules require that one of the citizen appointments be the head of the personnel department of PCCCD. The terms of these appointments are staggered to assure continuity and overlap of membership.

Previously the Board of Governors approved the appointment of Nelda Rhea, Fiscal Program Supervisor, and Lynne Wakefield, Assistant Vice Chancellor for Human Resources to the Pima County Community College Public Safety Personnel Retirement Board. The two employee elected representatives are Police Officer Maria Lomeli and Police Officer Michelle Nieuwenhuis. In lieu of the Chair of the Pima County Community College District (PCCCD) Board of Governors, Diane Groover, Assistant Vice Chancellor for Finance was appointed as the designee to a 2-year term.

Effective December 31, 2008, the term for Nelda Rhea will expire. It is recommended that Kimberly Dosch, Payroll Supervisor for Pima Community College, serve as a citizen representative. This appointment requires Board of Governors confirmation.

Financial Considerations:

Financial considerations are not applicable.
Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
SUBJECT: Board Policy 1402: Conflict of Interest – Final Reading
DATE: 10/8/08
TEM NO: 15.7

Recommendation:

This is the third and final reading of Board Policy 1402 – Conflict of Interest. The Chancellor recommends that the Board approve the policy.

Background:

Members of the Governing board should conduct activities in a manner that exemplifies ethical behavior and conduct. This policy is based on Arizona Revised Statues § 38-501 through 38-511.

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
Members of the Governing Board will conduct Board activities in a manner that will exemplify ethical behavior and conduct. Members will not advance or protect their own interests, or the interest of others with whom they have relationships, in ways that are detrimental to College’s service to the community. Governing Board members will comply with the Arizona Conflict of Interest laws found in A.R.S. §§38-501 through 38-511.

When a Governing Board member is faced with a situation in which the Board member, or a relative of the Board member as specified by ARS 38-502, has what the Arizona Conflict of Interest laws define as a substantial interest in a contract, grant, purchase or other decision coming before the Board, the Board member will (1) publicly declare the interest, (2) file an appropriate disclosure of the interest in the College’s conflict file, and (3) refrain from voting upon or otherwise participating as a Board member in such decision.

If a Governing Board member has any question about whether a particular interest of a Board member or a Board member's relative fits within the definition of a substantial interest, the Board member should contact the Chancellor for assistance with respect to such determination.
TO: Board of Governors    DATE: 10/8/08
FROM: Chancellor    ITEM NO: 15.8
SUBJECT: Contract:
          Computer Single Sign-on System and Consulting

Recommendation:

The Chancellor recommends that the Board of Governors approve the purchase of a computer single sign-on system and consulting.

Background:

This project will upgrade our current student and employee single sign-on system. New capabilities will include the ability to expire passwords on a timed basis, improved security, a better student interface for password management, improved helpdesk support tools, and the ability to handle the increasing load as enrollments rise and student use of MyPima increases.

This project was approved at the May 14, 2008 Board of Governors meeting in the Capital Outlay Plan for fiscal year 2008-2009, Item No. 17, Line 23.

Financial Considerations:

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>ITEM</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>NovaCoast</td>
<td>Novel Identity Management Solution</td>
<td>$97,000</td>
</tr>
<tr>
<td>NovaCoast</td>
<td>Consulting for Novell Identity Management</td>
<td>$38,000</td>
</tr>
<tr>
<td>Project Total</td>
<td></td>
<td>$135,000</td>
</tr>
</tbody>
</table>

Contact Person:

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

Dr. Roy Flores, Chancellor
Recommendation:

The Chancellor recommends the Board of Governors approve contracts for 403(b) plan services with TIAA-CREF, AIG Retirement, and Fidelity Investments for the period November 1, 2008 through December 31, 2013.

Background:

The College offers employees a voluntary supplemental retirement savings program pursuant to Internal Revenue Code (IRC) 403(b). The 403(b) program provides employees the ability to reduce taxable gross income by deferring a portion of their salaries to fund retirement savings. Beginning January 1, 2009, enhanced regulations for 403(b) programs will be implemented that will greatly increase the employer's responsibilities in terms of plan administration. Specifically, the regulations will require a written plan that allocates various responsibilities among the involved parties, including, but not limited to, oversight of investments, fund transfers, and contribution limitations. A plan that fails to satisfy the new regulations would no longer qualify for tax-deferral under section 403(b).

In anticipation of the upcoming regulatory changes, the Arizona Board of Regents (ABOR) opted to contract for the administration of its 403(b) program and issued a Request for Proposals (RFP) to provide 403(b) services, including investment management, recordkeeping/administration, compliance, contribution remittance services, communication, education and investment advisory services. The RFP stated minimum qualifications including experience, assets under management, and available services, as well as other administrative service requirements, such as educational programs and recordkeeping capabilities. Segal Advisors reviewed and comprehensively analyzed the nine (9) complete proposals. Following finalist presentations and a selection committee review, ABOR awarded contracts to TIAA-CREF, AIG Retirement and Fidelity Investments. ABOR also awarded to AIG Retirement a contract for common remitter services.

Pima Community College was included as a potential partner in the ABOR RFP and is eligible to participate in the contracts awarded by ABOR under the same terms and conditions as the three participating state universities. Based on the complexity of the new regulations, the administrative requirements imposed by the regulations; and the benefits of joining the university employees contract, the College recommends participating with ABOR for 403(b) services.

Currently, 333 College employees participate in 403(b) salary deferrals through 30 vendors with annual deferrals of approximately $2.4 million. Of the 333 participating employees, 160 currently participate with one of the three proposed ABOR vendors. As such, these employees (Continued)
would be eligible to continue contributions through the new contract. Plan assets of the remaining 173 participating employees may remain with their previous vendors or may be transferred to the ABOR vendors but future contributions to other than the ABOR vendors will cease as of January 1, 2009. The ABOR vendors will provide all 403(b) services effective January 1, 2009.

Upon Board approval, College staff will continue drafting the required plan document, designating the eligible vendors, and present for adoption the plan document at the Board of Governors’ November meeting. Additionally, College staff will, in concert with the Benefits Working Group and the proposed vendors, undertake education and outreach activities to begin program implementation.

Financial Considerations:

The College will not assume any additional costs. AIG Retirement, as the common remitter, assumes plan administration and remittance responsibilities otherwise borne by the College. Associated fees, if any, are included in the management fees paid indirectly by participants.

Contact Person:

Dr. David Bea, Executive Vice Chancellor for Administration (206-4519)
TO: Board of Governors
FROM: Chancellor
SUBJECT: 2009-2010 Academic Calendar

DATE: 10/8/08
ITEM NO: 15.10

Recommendation:

The Chancellor recommends that the Board of Governors accept the proposed 2009-2010 Academic Calendar. The calendar may be subject to revision if necessary.

Background:

Beginning with the 1999 – 2001 academic years, the College has published a two year academic calendar. It has been carefully constructed to maintain an equitable number of days of instruction among the various terms at the College. The calendar also includes add/drop, withdrawal and refund dates, as well as identification of the 45th day for the spring and fall terms of each year. It was recommended during the 2005-2006 academic year that the College publish a two year rolling calendar by adding a new academic year to the existing calendar each year. The 2009-2010 calendar has been reviewed by the Pima Community College Faculty Senate, PCCEA and approved by the Academic Calendar Standing Committee and Chancellor's Cabinet.

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

The two-year rolling calendar supports the 2008-2011 College Plan Initiative 1: Provide Evidence of Student Learning and Teaching Effectiveness; Initiative 7: Strengthen Administrative Operations.

Financial Considerations:

None.

Contact Person:

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

[Signature]
Dr. Roy Flores, Chancellor
### Fall 2009

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inst. Faculty Accountability Days Begin</td>
<td>Thu. Aug. 20</td>
</tr>
<tr>
<td>ALL COLLEGE DAY (College Closed)</td>
<td>Fri. Aug. 21</td>
</tr>
<tr>
<td><strong>Holidays and Breaks</strong></td>
<td></td>
</tr>
<tr>
<td>Labor Day Holiday (College Closed)</td>
<td>Mon. Sep. 7</td>
</tr>
<tr>
<td>Veterans Day Observed (College Closed)</td>
<td>Wed. Nov. 11</td>
</tr>
<tr>
<td>Thanksgiving Holiday (College Closed)</td>
<td>Thu. Nov. 26 - Sun. 29</td>
</tr>
<tr>
<td>College Offices Closed</td>
<td>Thu. Dec. 24 (starting at noon) - Fri. Jan. 1</td>
</tr>
</tbody>
</table>

### 16 Week Traditional Semester

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classes Begin</td>
<td>Wed. Aug. 26</td>
</tr>
<tr>
<td>Add Week</td>
<td>Wed. Aug. 26 - Tue. Sep. 1</td>
</tr>
<tr>
<td>Drop/Refund/Audit Deadline</td>
<td>Tue. Sep. 8</td>
</tr>
<tr>
<td>Student Withdrawal Deadline</td>
<td>Thu. Nov. 12</td>
</tr>
<tr>
<td>End of Traditional Semester</td>
<td>Sun. Dec. 20</td>
</tr>
<tr>
<td>Final Grades Due</td>
<td>Thu. Dec. 24</td>
</tr>
</tbody>
</table>

### 1st 8 Week Session

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st 8 week session begins</td>
<td>Wed. Aug. 26</td>
</tr>
<tr>
<td>Add/Drop/Refund/Audit Deadline</td>
<td>Tue. Sep. 1</td>
</tr>
<tr>
<td>Student Withdrawal Deadline</td>
<td>Wed. Sep. 30</td>
</tr>
<tr>
<td>1st 8 week session ends</td>
<td>Tue. Oct. 20</td>
</tr>
<tr>
<td>1st 8 week Final Grade Due</td>
<td>Mon. Oct. 26</td>
</tr>
</tbody>
</table>

### 2nd 8 Week Session

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>2nd 8 week session begins</td>
<td>Wed. Oct. 21</td>
</tr>
<tr>
<td>Add/Drop/Refund/Audit Deadline</td>
<td>Tue. Oct. 27</td>
</tr>
<tr>
<td>Student Withdrawal Deadline</td>
<td>Mon. Nov. 30</td>
</tr>
<tr>
<td>2nd 8 week session ends</td>
<td>Sun. Dec. 20</td>
</tr>
<tr>
<td>2nd 8 week Final Grade Due</td>
<td>Thu. Dec. 24</td>
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</table>

### 1st 5 Week Session

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
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</thead>
<tbody>
<tr>
<td>1st 5 week session begins</td>
<td>Wed. Aug. 26</td>
</tr>
<tr>
<td>Add Deadline</td>
<td>Thu. Aug. 27</td>
</tr>
<tr>
<td>Drop/Refund/Audit Deadline</td>
<td>Mon. Aug. 31</td>
</tr>
<tr>
<td>Student Withdrawal Deadline</td>
<td>Thu. Sep. 17</td>
</tr>
<tr>
<td>1st 5 week session ends</td>
<td>Tue. Sep. 29</td>
</tr>
<tr>
<td>1st 5 weeks Final Grades due</td>
<td>Mon. Oct. 5</td>
</tr>
</tbody>
</table>

### 2nd 5 Week Session

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>2nd 5 week session begins</td>
<td>Wed. Sep. 30</td>
</tr>
<tr>
<td>Add Deadline</td>
<td>Thu. Oct. 1</td>
</tr>
<tr>
<td>Drop/Refund/Audit Deadline</td>
<td>Mon. Oct. 5</td>
</tr>
<tr>
<td>Student Withdrawal Deadline</td>
<td>Thu. Oct. 22</td>
</tr>
<tr>
<td>2nd 5 week session ends</td>
<td>Tue. Nov. 3</td>
</tr>
<tr>
<td>2nd 5 weeks Final Grades due</td>
<td>Mon. Nov. 9</td>
</tr>
</tbody>
</table>

### 3rd 5 Week Session

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>3rd 5 week session begins</td>
<td>Wed. Nov. 4</td>
</tr>
<tr>
<td>Add Deadline</td>
<td>Thu. Nov. 5</td>
</tr>
<tr>
<td>Drop/Refund/Audit Deadline</td>
<td>Mon. Nov. 9</td>
</tr>
<tr>
<td>Student Withdrawal Deadline</td>
<td>Mon. Nov. 30</td>
</tr>
<tr>
<td>3rd 5 week session ends</td>
<td>Sun. Dec. 13</td>
</tr>
<tr>
<td>3rd 5 weeks Final Grades due</td>
<td>Thu. Dec. 24</td>
</tr>
</tbody>
</table>

### 14 Week 'Late Start' Term

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>14 Week 'Late Start' Term begins</td>
<td>Wed. Sep. 9</td>
</tr>
<tr>
<td>Add/Drop/Refund/Audit Deadline</td>
<td>Tue. Sep. 15</td>
</tr>
<tr>
<td>Student Withdrawal Deadline</td>
<td>Mon. Nov. 16</td>
</tr>
<tr>
<td>14 week 'Late Start' session ends</td>
<td>Sun. Dec. 20</td>
</tr>
<tr>
<td>14 week 'Late Start' Final Grade Due</td>
<td>Thu. Dec. 24</td>
</tr>
</tbody>
</table>

### 45 Day Census

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Graduation Application Deadline</td>
<td>Fri. Oct. 9</td>
</tr>
</tbody>
</table>

### Spring Registration Dates

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Web Registration Opens</td>
<td>Mon. Nov. 9</td>
</tr>
<tr>
<td>In person Reg. for Continuing Students</td>
<td>Mon. Nov. 16</td>
</tr>
<tr>
<td>New Students</td>
<td>Mon. Nov. 30</td>
</tr>
</tbody>
</table>

### Faculty Accountability Days End

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fri. Dec. 18</td>
<td></td>
</tr>
</tbody>
</table>

### Winter Intersession 2009-2010

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classes Begin</td>
<td>Mon. Dec. 21</td>
</tr>
<tr>
<td>Add Deadline</td>
<td>Tue. Dec. 22</td>
</tr>
<tr>
<td>Drop/Refund/Audit Deadline</td>
<td>Mon. Dec. 28</td>
</tr>
<tr>
<td>Student Withdrawal Deadline</td>
<td>Mon. Jan. 4</td>
</tr>
<tr>
<td>No Classes</td>
<td>Fri. Dec. 25</td>
</tr>
<tr>
<td>Classes End</td>
<td>Fri. Jan. 8</td>
</tr>
<tr>
<td>Final Grades Due</td>
<td>Thu. Jan. 14</td>
</tr>
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</table>
### Spring 2010

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inst. Faculty Accountability Days Begin</td>
<td>Mon. Jan. 11</td>
</tr>
<tr>
<td>College Offices Re-open</td>
<td>Mon. Jan. 4</td>
</tr>
<tr>
<td>All Faculty Day</td>
<td>Wed. Jan. 13</td>
</tr>
</tbody>
</table>

#### Holidays and Breaks
- **MLK, Jr. Holiday** (College Closed) Mon. Jan. 18
- **Rodeo Holiday** (College Closed) Thu. Feb. 25 - Fri. Feb. 26
- **Spring Break** (No classes) Mon. Mar. 15 - Sun. Mar. 21

#### 16 Week Traditional Semester
- **Classes Begin** Tue. Jan. 19
- **Add Week** Tue. Jan. 19 - Mon. Jan. 25
- **Drop/Refund/Audit Deadline** Mon. Feb. 1
- **Student Withdrawal Deadline** Thu. Apr. 8
- **Final Exam Week** Wed. May 12 - Tue. May 18
- **End of Traditional Semester** Tue. May 18

#### 1st 8 Week Session
- **1st 8 week session begins** Tue. Jan. 19
- **Add/Drop/Refund/Audit Deadline** Mon. Jan. 25
- **Student Withdrawal Deadline** Wed. Feb. 24
- **1st 8 week session ends** Sun. Mar. 14
- **1st 8 week Final Grade Due** Thu. Mar. 25 (due to Spring Break)

#### 2nd 8 Week Session
- **2nd 8 week session begins** Mon. Mar. 22
- **Add/Drop/Refund/Audit Deadline** Mon. Mar. 29
- **Student Withdrawal Deadline** Wed. Apr. 29
- **2nd 8 week session ends** Sun. May 16
- **2nd 8 week Final Grade Due** Mon. May 24

#### 1st 5 Week Session
- **1st 5 week session begins** Tue. Jan. 19
- **Add Deadline** Wed. Jan. 20
- **Drop/Refund/Audit Deadline** Fri. Jan. 22
- **Student Withdrawal Deadline** Wed. Feb. 10
- **1st 5 week session ends** Mon. Feb. 22
- **1st 5 weeks Final Grades due** Mon. Mar. 1

#### 2nd 5 Week Session
- **2nd 5 week session begins** Mon. Mar. 1
- **Add Deadline** Tue. Mar. 2
- **Drop/Refund/Audit Deadline** Thu. Mar. 4
- **Student Withdrawal Deadline** Mon. Mar. 29
- **2nd 5 week session ends** Sun. Apr. 11
- **2nd 5 weeks Final Grades due** Thu. Apr. 15

#### 3rd 5 Week Session
- **3rd 5 week session begins** Mon. Apr. 12
- **Add Deadline** Tue. Apr. 13
- **Drop/Refund/Audit Deadline** Thu. Apr. 15
- **Student Withdrawal Deadline** Tue. Apr. 29
- **3rd 5 week session ends** Sun. May 16
- **3rd 5 weeks Final Grades due** Mon. May 24

#### 14 Week 'Late Start' Term
- **14 Week 'Late Start' Term begins** Tue. Feb. 2
- **Add/Drop/Refund/Audit Deadline** Mon. Feb. 8
- **Student Withdrawal Deadline** Tue. Apr. 13
- **14 week 'Late Start' session ends** Tue. May 18
- **14 week 'Late Start' Final Grade Due** Mon. May 24

#### 45th Day Census
- **Thu. Mar. 4

#### Spring Graduation Application Deadline
- **Wed. Feb. 24

#### Summer Registration
- **Web Registration Opens** Mon. Mar. 15
- **In Person/All Students** Mon. Mar. 22

#### Fall Registration Dates
- **Web Registration Opens** Mon. Apr. 5
- **In person Reg. for Continuing Students** Mon. Apr. 12
- **New Students** Mon. Apr. 19

#### Graduation
- **Thu. May 20

#### Faculty Accountability Days End
- **Wed. May 19

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**Note:** Graduation is a Faculty Day of Accountability
Holidays and Breaks

- Memorial Day (college Closed) Mon. May 31
- Independence Day (College Closed) Mon. Jul. 5

Session A
- Classes Begin Tue. Jun. 1
- Add Deadline Wed. Jun. 2
- Drop/Refund/Audit Deadline Fri. Jun. 4
- Student Withdrawal Deadline Thu. Jun. 24
- Classes End Tue. Jul. 6
- Session A Final Grades Due Mon. Jul. 12

Session B
- Classes Begin Mon. Jul. 12
- Add Deadline Tue. Jul. 13
- Drop/Refund/Audit Deadline Thu. Jul. 15
- Student Withdrawal Deadline Tue. Aug. 3
- Classes End Sun. Aug. 15
- Session B Final Grades Due Thu. Aug. 19

Session C
- Classes Begin (8 week Session) Tue. Jun. 1
- Add/Drop/Refund/Audit Deadline Mon. Jun. 7
- Std. Withdrawal Deadline (8 week session) Thu. Jul. 8
- End of Classes (8 week Session) Tue. Jul. 27
  8 Week Final Grades Due Mon. Aug. 2
- Classes Begin (10 week Session) Tue. Jun. 1
- Add/Drop/Refund/Audit Deadline Mon. Jun. 7
- Std. Withdrawal Deadline (10 week session) Mon. Jul. 19
- End of Classes (10 week Session) Tue. Aug. 10
  10 Week Final Grades Due Mon. Aug. 16

Summer Graduation App Deadline Fri. Jun. 25

NOTE: TUSD 2009/2010 academic calendar not yet available. Summer dates subject to change.

Approval Signatures

DEG Chair: ______________________________

PCCEA Chair: ______________________________

HR: ______________________________

Acad. Calendar Comm. Chair ______________________________

Acad. Calendar Comm. Co-Chair ______________________________
TO: Board of Governors
FROM: Chancellor
ITEM NO: 15.11
DATE: 10/8/08
SUBJECT: Interim Board Policy 3202 - Course Materials

Recommendation:

The Chancellor recommends that the Board approve Interim Board Policy 3202 - Course Materials.

Background:

A.R.S. § 15-1891 directs the governing board of each community college district to adopt policies that instruct faculty members or any other employees regarding the timelines and processes of course materials adoption no later than January 1, 2009.

Approval of this interim policy will allow the College to meet this deadline under the provisions of BP-1102 of "situations that require an immediate response of a policy nature."

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

Financial Considerations:

There are no financial considerations associated with this proposal.

Contact Person:

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

Dr. Roy Flores, Chancellor
Recognizing the significance to students of the increasing cost of textbooks and other course materials and the passage of federal and state legislation to help reduce those costs, the Board of Governors directs the administration to develop procedures to ensure that College employees are informed of their legal responsibilities regarding course materials adoptions, and to develop guidelines that ensure the timely and informed adoption of course materials as required by law.