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
   Barbara Byrnes
   Laura Rutkoski

5. Student Representatives
   Cynthia Berens
   Andrés Gabaldon

6. Faculty Representatives
   Kimlisa Duchicela
   Rick Rosen

7. Report — Chairperson of the Board
   • Authorization of Executive Session on April 8, 2009
General Matters (Continued)

8. Report — Secretary of the Board

9. Report — Chancellor
   • PCCEA
   • AFSCME
   • ACES


Information Items

11. Student Aide Hires

Action Items

12. Approval of Minutes
    A. Special Meeting of February 18, 2009
    B. Regular Meeting of February 18, 2009

13. Consent Agenda

   13.1 New Appointments
   13.2 Temporary Appointments
   13.3 Administrator Contracts 2009/2010
   13.4 Board Policy 3202: Course Materials – Final Reading
   13.5 Grant Proposal: Governor’s Office of Highway Safety, 2009
      Selective Traffic Enforcement Program
   13.6 Intergovernmental Agreement: Arizona Department of Economic
      Security Child Care Professional Training Program
   13.7 Curriculum Recommendations — Program Inactivation:
      Developmental Disabilities Rehabilitation — Certificate

Other Action Items

14. Contracts: Employee Dental Plans

15. Contract: Employee Life Insurance Benefit
Other Action Items (Continued)


Adjournment

Regular Meeting
April 8, 2009, 7:00 pm
District Office
Community Board Room
4905 C E. Broadway
Tucson, AZ  85709-1010
<table>
<thead>
<tr>
<th>ITEM NO:</th>
<th>1-9</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUBJECT:</td>
<td>General Matters/Reports</td>
</tr>
</tbody>
</table>

1. Call to Order
2. Pledge of Allegiance
3. Public Comment
4. Staff Representatives
5. Student Representatives
6. Faculty Representatives
7. Report—Chairperson of the Board
   • Authorization of Executive Session on April 8, 2009
8. Report—Secretary of the Board
9. Report—Chancellor
TO:       Board of Governors  DATE:    3/11/09
FROM:    Chancellor  ITEM NO:  10
SUBJECT:  Report — January Financial Statements

Recommendation:

Attached are the financial statements showing 2008/09 fiscal year results through January 2009. Time will be provided to discuss college fiscal matters.

OPERATIONAL SUMMARY

Pima Community College continues the year as expected, with positive net assets reported through the end of January. As indicated in the Statement of Revenues, Expenses, and Changes in Net Assets, the increase in net assets through month end is approximately $25.8 million. This is somewhat higher than the January 2008 net assets increase of $24.3 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 83.6 percent of the budget, which is slightly higher than at the same point last year. Services and supplies expenditures and commitments are approximately 64.0 percent of the budget, which is lower than the previous year.

Statement of Net Assets

As shown in The Statement of Net Assets, total net assets at the end of January are $194.7 million, which is an increase of $14.6 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)

Dr. Roy Flores, Chancellor
## Statement of Net Assets
### As of January 31, 2009

<table>
<thead>
<tr>
<th>FY 2008/09</th>
<th>FY 2007/08</th>
</tr>
</thead>
</table>
| **ASSETS** | **ALL FUNDS** | **Prior Year**
| **CURRENT FUNDS** | General | Auxiliary and Restricted | Plant and Other Funds | **Totals as of January 31, 2008** |
| **Current Assets** |  |  |  |  |
| Cash and Cash Equivalents | $75,086,769 | $ (282,725) | $16,641,458 | $91,445,502 |
| Receivables | 2,741,970 | $532,700 | 3,274,670 | 2,906,760 |
| Property Taxes | 3,942,431 | 2,521 | 3,944,952 | 2,348,800 |
| Accounts (net of allowances) |  | 4,970,514 | 17,750 | 17,723 |
| Government Grants and Contracts |  |  |  |  |
| Student Loans (net of allowances) |  |  |  |  |
| Other | 1,611,707 | 23,634 | 1,635,341 | 827,566 |
| Inventories | 200,638 | 200,638 | 50,106 |  |
| Prepaid Expenses | 464,218 | 30,684 | 494,902 | 256,055 |
| **Total Current Assets** | $84,047,733 | 4,742,108 | 17,194,428 | 105,984,269 |
| **Noncurrent Assets** |  |  |  |  |
| Restricted Cash and Cash Equivalents | 9,053,734 | 9,053,734 | 8,518,686 |
| Notes Receivable (net of allowances) | 1,853,236 | 1,853,236 | 1,876,693 |
| Other Long-term Investments | 2,337,099 | 2,337,099 | 3,307,236 |
| **Capital Assets** |  |  |  |  |
| Land | 15,291,311 | 15,291,311 | 15,291,311 |
| Buildings & Leasehold improvements (net of depreciation) | 110,574,752 | 110,574,752 | 115,844,280 |
| Construction in Progress | 255,736 | 255,736 | 17,749 |
| Equipment (net of depreciation) | 3,272,548 | 3,272,548 | 4,148,999 |
| Library Books (net of depreciation) | 1,917,932 | 1,917,932 | 1,854,346 |
| **Total Noncurrent Assets** | 2,337,099 | 142,767,712 | 145,104,811 | 150,859,300 |
| **Total Assets** | $86,384,832 | 4,742,108 | $159,962,140 | $251,089,080 |

| LIABILITIES | **ALL FUNDS** | **Prior Year** |
| Current Liabilities |  |  |
| Accrued Payroll and Benefits | $1,686,901 | $1,686,901 | $1,781,326 |
| Accounts Payable and Accrued Liabilities | 1,932,323 | 29,410 | 2,454,776 | 586,165 |
| Deposits Held in Custody | 548,463 | 548,463 | 857,302 |
| Current Portion of Long-term Liabilities | 3,435,817 | 215,000 | 3,650,817 | 3,495,915 |
| **Total Current Liabilities** | 7,055,041 | 29,410 | 8,444,650 | 6,720,708 |
| Noncurrent Liabilities |  |  |  |  |
| Deferred Revenue | 6,000 | 6,000 | 11,127 |
| Long-term Liabilities | 3,748,410 | 44,185,000 | 47,933,410 | 58,932,200 |
| **Total Noncurrent Liabilities** | 3,754,410 | 44,185,000 | 47,939,410 | 58,943,327 |
| **Total Liabilities** | $10,809,451 | 29,410 | $45,545,199 | $56,384,060 |

| NET ASSETS | **ALL FUNDS** | **Prior Year** |
| Invested in Capital Assets (net of related debt) |  |  |
| Restricted for: |  |  |  |
| Loans | 1,709,436 | 1,709,436 | 1,749,891 |
| Debt Service | 9,477,936 | 9,477,936 | 8,729,845 |
| Grants and Contracts | $(235,856) | $(235,856) | 388,689 |
| Unrestricted | $75,575,381 | 4,948,554 | 96,841,225 | 88,042,739 |
| **Total Net Assets** | $75,575,381 | 4,712,698 | $114,416,941 | $194,705,019 |
|  |  |  | $180,107,849 |  |
### Statement of Revenues, Expenses and Changes in Net Assets

For the Seven Months Ending January 31, 2009

#### FY 2008/09

<table>
<thead>
<tr>
<th>Operating Revenues</th>
<th>General</th>
<th>Auxiliary and Restricted</th>
<th>Plant and Other Funds</th>
<th>Total All Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Tuition and Fees</td>
<td>$38,111,087</td>
<td>$0</td>
<td>$1,130,657</td>
<td>$39,241,744</td>
</tr>
<tr>
<td>2. Contracts</td>
<td>2,315,608</td>
<td>186,076</td>
<td>546,725</td>
<td>2,958,389</td>
</tr>
<tr>
<td>3. Auxiliary Enterprises</td>
<td>0</td>
<td>546,725</td>
<td>546,725</td>
<td>546,725</td>
</tr>
<tr>
<td>4. Commission and Rents</td>
<td>19,250</td>
<td>179,803</td>
<td>199,053</td>
<td>199,053</td>
</tr>
<tr>
<td>5. Other Operating Revenues</td>
<td>517,534</td>
<td>52,265</td>
<td>8,305</td>
<td>578,104</td>
</tr>
<tr>
<td>6. Total Operating Revenues</td>
<td>$40,963,480</td>
<td>964,870</td>
<td>1,138,926</td>
<td>43,067,311</td>
</tr>
</tbody>
</table>

#### Operating Expenses

| Instruction | $27,350,105 | 2,207,175 | 312,594 | 30,242,529 |
| Academic Support | 13,612,968 | 1,286,930 | 14,661 | 14,914,493 |
| Student Services | 10,397,158 | 1,079,398 | 26,161 | 11,503,728 |
| Institutional Support | 14,594,924 | (49,535) | 3,711,339 | 18,256,878 |
| Operation and Maintenance of Plant | 6,057,433 | 345,141 | 2,568,779 | 8,951,378 |
| Depreciation | 0 | 0 | 4,021,196 | 4,021,196 |
| Student Financial Aid | 1,538,445 | 16,336,218 | 0 | 17,874,664 |
| Auxiliary Enterprises | 350 | 352,938 | 0 | 162,748 |
| Total Operating Expenses | $73,706,384 | 21,357,726 | 10,818,461 | 105,882,571 |

#### Net Operating Loss

| (3,742,904) | (20,392,856) | (9,679,499) | (62,815,260) |

#### Nonoperating Revenues (Expenses)

| State Appropriations | $14,155,575 | $0 | $14,155,575 | $14,155,575 |
| Property Taxes | 4,476,044 | 8,133,928 | 53,810,872 | 53,971,271 |
| Federal Grants | 114,888 | 16,589,583 | 1,704,471 | 14,289,888 |
| State and Local Grants | 350 | 1,202,368 | 1,202,738 | 1,202,738 |
| State Shared Services Taxes | 0 | 2,263,395 | 0 | 2,263,395 |
| Gifts | 0 | 5,155 | 0 | 5,155 |
| Investment Income | 502,916 | 33,316 | 126,732 | 662,963 |
| Net Nonoperating Revenues | 60,250,713 | 20,093,818 | 8,260,660 | 88,609,190 |

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

| (27,507,809) | (299,039) | (1,418,839) | 25,799,930 |
| Transfers | (6,265,729) | (1,338,600) | 7,804,329 | 0 |
| Capital Appropriations | 0 | 0 | 0 | 0 |
| Capital Gifts and Grants | 0 | 0 | 0 | 0 |
| Increase (Decrease) in Net Assets | $21,242,080 | $1,837,640 | 6,385,490 | 25,799,930 |

#### Net Assets

| Net Assets - End of Period | $75,575,381 | 4,712,698 | 114,416,941 | 194,705,020 |

#### Prior Year Totals as of January 31, 2008

| $35,592,631 | 1,920,581 | 599,860 | 210,224 |
| 709,601 | 17,724,538 | 9,096,991 | 5,346,318 |
| 10,514,533 | 30,024,875 | 15,223,773 | 172,722 |
| 39,111,124 | $14,090,449 | $9,096,991 | 2,034,785 |
| 83,336,531 | $180,107,849 | 155,816,451 | 24,291,398 |
## Summary of Expenditures and Encumbrances - General Fund - Budget and Actual

For the Seven Months Ending January 31, 2009

### EXPENDITURES BY FUNCTION

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Educational and General</td>
<td>$51,950,958</td>
<td>$38,967,154</td>
<td>75.0</td>
</tr>
<tr>
<td>1 Instruction</td>
<td>27,453,113</td>
<td>21,733,526</td>
<td>79.2</td>
</tr>
<tr>
<td>2 Academic Support</td>
<td>19,848,727</td>
<td>17,186,189</td>
<td>86.6</td>
</tr>
<tr>
<td>3 Student Services</td>
<td>30,423,255</td>
<td>22,383,618</td>
<td>73.6</td>
</tr>
<tr>
<td>4 Institutional Support</td>
<td>11,342,058</td>
<td>8,861,478</td>
<td>78.1</td>
</tr>
<tr>
<td>5 Operation and Maintenance of Plant</td>
<td>2,118,315</td>
<td>1,538,445</td>
<td>72.6</td>
</tr>
<tr>
<td>6 Student Financial Aid</td>
<td>$6,266,000</td>
<td>6,265,729</td>
<td>100.0</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>6,685,574</td>
<td>0</td>
<td>0.0</td>
</tr>
<tr>
<td>7 Transfers</td>
<td>$156,088,000</td>
<td>$116,936,138</td>
<td>74.9</td>
</tr>
<tr>
<td>8 Fund balance reserved for contingency</td>
<td>0</td>
<td>0.0</td>
<td>0.0</td>
</tr>
</tbody>
</table>

### EXPENDITURES BY ACCOUNT

<table>
<thead>
<tr>
<th></th>
<th>FY 2007/08 Adjusted Budget</th>
<th>FY 2007/08 Total Committed Amount</th>
<th>FY 2007/08 Available Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Services</td>
<td>$7,021,000</td>
<td>$6,836,951</td>
<td>97.4</td>
</tr>
<tr>
<td>10 Administrative Personnel</td>
<td>23,244,000</td>
<td>21,915,594</td>
<td>94.3</td>
</tr>
<tr>
<td>11 Faculty</td>
<td>37,870,650</td>
<td>35,819,082</td>
<td>94.6</td>
</tr>
<tr>
<td>12 Classified Staff</td>
<td>1,041,183</td>
<td>911,440</td>
<td>87.5</td>
</tr>
<tr>
<td>13 Other Compensation</td>
<td>5,251,169</td>
<td>5,251,169</td>
<td>100.0</td>
</tr>
<tr>
<td>14 Adjunct Faculty</td>
<td>13,363,149</td>
<td>9,693,321</td>
<td>72.5</td>
</tr>
<tr>
<td>15 Student Employment / Workstudy</td>
<td>139,352</td>
<td>106,667</td>
<td>76.5</td>
</tr>
<tr>
<td>16 Fringe Benefits</td>
<td>21,463,007</td>
<td>10,865,171</td>
<td>50.6</td>
</tr>
<tr>
<td>Total Personal Services</td>
<td>109,393,510</td>
<td>91,399,393</td>
<td>83.6</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>FY 2007/08 Adjusted Budget</th>
<th>FY 2007/08 Total Committed Amount</th>
<th>FY 2007/08 Available Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Services and Supplies</td>
<td>$6,198,768</td>
<td>$3,070,241</td>
<td>49.5</td>
</tr>
<tr>
<td>19 Communications and Utilities</td>
<td>2,690,952</td>
<td>916,176</td>
<td>34.0</td>
</tr>
<tr>
<td>20 Travel</td>
<td>9,637,022</td>
<td>8,196,556</td>
<td>85.1</td>
</tr>
<tr>
<td>21 Contractual Services</td>
<td>5,977,839</td>
<td>2,998,227</td>
<td>50.2</td>
</tr>
<tr>
<td>22 Supplies and Materials</td>
<td>2,118,000</td>
<td>1,538,445</td>
<td>72.6</td>
</tr>
<tr>
<td>23 Current Fixed Charges</td>
<td>6,685,574</td>
<td>6,685,574</td>
<td>100.0</td>
</tr>
<tr>
<td>Total Services and Supplies</td>
<td>29,227,460</td>
<td>18,715,248</td>
<td>64.0</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>FY 2007/08 Adjusted Budget</th>
<th>FY 2007/08 Total Committed Amount</th>
<th>FY 2007/08 Available Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Expenditures by Account</td>
<td>$156,088,000</td>
<td>$116,936,138</td>
<td>74.9</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>FY 2007/08 Adjusted Budget</th>
<th>FY 2007/08 Total Committed Amount</th>
<th>FY 2007/08 Available Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fund balance reserved for contingency</td>
<td>0</td>
<td>0.0</td>
<td>0.0</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>FY 2007/08 Adjusted Budget</th>
<th>FY 2007/08 Total Committed Amount</th>
<th>FY 2007/08 Available Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Expenditures by Account</td>
<td>$110,836,943</td>
<td>$110,836,943</td>
<td>75.9</td>
</tr>
</tbody>
</table>

### Notes
- The table includes detailed expenditures by function and account for the Pima County Community College District for the seven months ending January 31, 2009.
- The data compares the adjusted budget, total committed amount, and available budget for each category.
- The budget percentages indicate the proportion of the total budget allocated to each category.
- The actual expenditures are compared against the budget to show compliance and any over or under expenditures.
PIMA COUNTY COMMUNITY COLLEGE DISTRICT

COMMITMENTS FOR INSTITUTIONAL SUPPORT

- FY 09 $22.4 M
- FY 08 $21.6 M

COMMITMENTS FOR OPERATION & MAINTENANCE OF PLANT

- FY 09 $8.9 M
- FY 08 $8.8 M

COMMITMENTS FOR STUDENT FINANCIAL AID

- FY 08 $1.5 M
- FY 09 $1.5 M
TO: Board of Governors  
FROM: Chancellor  
ITEM NO: 11  
DATE: 3/11/09

SUBJECT: Student Aide Hires

Recommendation:

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

Chavarria Cindy  
Elliott Trisha  
Felix Arlette  
Gallego-Soto Gema  
Jasso Lucia  
McCain Veronica  
Mendoza Orzealyea  
Ndobegang Anyangatia  
Ndzaba Espoir  
Serrano Cynthia  
Silvas Mario  
Soto Jose  
Spektor Artur  
Vasquez Marco  
Verdugo Esther  
Yong Anthony

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
DATE: 3/11/09
ITEM NO: 12A
SUBJECT: Unapproved Minutes of the Special Meeting of February 18, 2009

Background:

The unapproved minutes of the Special Meeting of February 18, 2009 are submitted for approval.
A Special Meeting of the Pima County Community College District Board of Governors was held on Wednesday, February 18, 2009 at 3:00 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

Christie Sexton

ADMINISTRATION

Roy Flores, Chancellor
Suzanne Miles, Executive Vice Chancellor and Provost
David Bea, Executive Vice Chancellor for Administration

Board Chair, Brenda Even, called the meeting to order at 3:10 p.m.

Apply to Succeed Study

Board members will review further and continue to discuss.

ACCT Community College Leadership Conference Discussion

Dr. Even gave a brief overview of the Washington, DC conference. Discussions took place regarding goals and policy governance for the Board.

Board Participation Activities

Dr. Even advised members to review and return the Board Participation Activity forms.

The meeting adjourned at 4:45 pm
Background:

The unapproved minutes of the Regular Meeting of February 18, 2009 are submitted for approval.
A Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, February 18, 2009 at 7:00 p.m., in the Community Board Room, District Office, 4905 E. Broadway, Tucson, AZ 85709-1010.

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

BOARD REPRESENTATIVES
Barbara Byrnes, Staff
Laura Rutkoski, Staff
Cynthia Berens, Student
Kim Lisa Duchessa, Faculty
Rick Rosen, Faculty

RECORDING SECRETARY
Christie Sexton

ADMINISTRATION
Roy Flores, Chancellor
Lou Albert, President, West Campus
Christal Albrecht, President, Desert Vista Campus
David Bea, Executive Vice Chancellor, Finance and Administration
Johnson Bia, President, Downtown Campus
Victoria Cook, Vice President of Instruction
Imelda Cuyugan, Executive Director, Grants
Doreen Armstrong, Executive Director of Employee Consulting and Personnel Services
Betty Elasowich, Vice President of Student Development
Charlotte Fugett, President, East Campus
Mary Kay Gilliland, Division Dean
John Gillis, Division Dean
Mary Beth Ginter, Division Dean
Diane Groover, Assistant Vice Chancellor, Finance
Jerry Haynes, Vice President of Student Development
Rachelle Howell, Assistant Vice Chancellor, Marketing
Kirk Kelly, Vice Chancellor, Information Technology
Jana Kooi, President, Community Campus
Dee Lammers, Division Dean
Sylvia Lee, President, Northwest Campus
Mary Ann Martinez Sanchez, Vice President of Instruction
Marty Mayhew, Division Dean
Leticia Menchaca, Vice President of Student Development
Suzanne Miles, Provost/Executive Vice Chancellor for Academic Services
Lorraine Morales, Vice President of Student Development
Brigid Murphy, Vice Provost/Assistant Vice Chancellor Academic Services
David Padgett, Vice President of Instruction
Anna Reese, Executive Director, Financial Aid
Robert Riza, Assistant Vice Chancellor, Student Services
Ted Roush, Vice President of Instruction
Nancy Russell, Vice President of Instruction
Terry Sawma, Vice President of Instruction
Nancee Sorenson, Vice President of Student Learning Support Services
Juan Soto, Vice President of Student Development
Anne Vosberg, Vice President of Student Development
Lynne Wakefield, Assistant Vice Chancellor, Human Resources
Call to Order

Brenda Even called the meeting to order at 7:10 p.m.

Pledge of Allegiance

Scott Stewart led the Pledge of Allegiance.

Public Comment and Reports

Public Comment

There was one request to address the Board by student, Michael Malley. He has a complaint with Pima’s policy and due process and feels there is a disregard for needs of the student. He proceeded to outline his difficulties, which began in January 2007. He is not satisfied and feels he has gotten different answers from the Provost and President’s offices and now would like the Board of Governors to take action. Dr. Even responded by turning his issue over to the Chancellor’s office for action and response back to Mr. Malley.

Dr. Even suggested we go out of order and have our speakers next on the agenda.

Chancellor’s Report

Ron Shoopman, President, Southern Arizona Leadership Council (SALC), gave an overview of the organization and the current economic crises. Further explained SALC’s number one issue is education. He understands the depth of the crises and that funding doesn’t come close to satisfy needs, even through 2014. He said we have to help the legislature in understanding a structure shift has to take place. The nature of the problem is very serious and point out that we have to invest in the system infrastructure that we have. Some legislators understand but others do not. A question and answer period followed.

Joe Snell, President and CEO, Tucson Regional Economic Opportunities, Inc. (TREO). Explained TREO’s role, which is critical in shaping our economic future. He then presented a slide show which indicated great opportunities, necessity of increasing or tax base, and targeting key industries (i.e., aerospace/defense, bio-sciences, solar). He went on to talk about high wage job development and closing wage gap
through infrastructure/capacity development. His presentation focused then on what we are doing now as a community. The bottom line is they are looking at multi-strategies. He ended his presentation with a question and answer period.

The Chancellor reported on two recent open forums that were held at the District Office for Faculty, Staff and Administrators to give the latest update on the budget situation and economy. He was joined in presenting this information by Dr. Bea and Dr. Miles. He stated they will continue to send email updates to keep everyone in the loop. He then highlighted the College's responsibilities and that we will continue to explore opportunities with the University of Arizona. We are very aggressively exploring other universities also in addition to private organizations. He commended Dr. Miles, Brigid Murphy, Jennie Scott and Dr. Ramirez for looking at ways of connecting. The Presidents are also involved in these discussions.

Staff Representatives

New Staff Council Representatives are Barbara Byrnes and Laura Rutkoski. At the previous Staff Council meeting, the Provost's office reported on (1) Degree Works is now being implemented. (2) Initiative 3 of the College Plan has been adopted and changes should start July 1. (3) The new legislative session has been working on the $1.6 billion deficit. Rachelle Howell, the new AVC of Marketing gave a report to Staff Council. The Liaison Report was given by Lynne Wakefield.

Student Representatives

Cynthia Berens and Andres' Gabaldon reported on numerous events held on campuses. Some of those highlighted included: NW Campus Student Government and club members attended the National Collegiate Leadership Conference. Events highlighted at Desert Vista campus included presentations to various classes by Desert Vista Student Life office.
Faculty Representatives

Rick Rosen and Kim Lisa Duchicela reported on the February 6 meeting of Faculty Senate. A presentation on behalf of the Academic Calendar Committee was given for 2010-2011. A report was given on Certification and Contracts Working Group, reviewing changes in certification and contract process. AVC Donna Gifford gave updates on SPG 3202 dealing with course materials. Rita Flatley led a discussion on the new state law on textbooks. Reports of the first meeting of Adjunct faculty and PCCEA were given. Dr. Miles presented the Provost’s report covering administrative team members for Meet & Confer; introduction of Rachelle Howell, AVC for Marketing; official kick-off of Degree Works (new degree audit program).

Report — Chairperson of the Board

Dr. Even reported that the Board is definitely keeping on top of economic situation. She stated the Chancellor was doing an excellent job. She thanked the Chancellor for bringing in outside speakers to address the Board. She stated Arizona Association of District Governing Boards (AAGBD) is still dysfunctional.

Report — Secretary of the Board

Ms. Marshall reported that Dr. Raul Ramirez was recognized as a 2009 Ms. Rosa Parks Living History Maker.

Report — December Financial Statements

Dr. Bea gave the financial report through the end of December. He thanked Diane Groover, Assistant Vice Chairman, for giving reports during his leave of absence. He is monitoring the situation with the state. He does not know how money will be coming from federal government to the state and how it will impact the College, but said we do have to apply.
Motion to Authorize Executive Session

PASSES

Motion No. 6849


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

Information Items

Separations from Employment

Student Aide Hires

Board Policy 3202: Course Materials – Second Reading

These items were noted as information items.

Action Items

Motion to Approve Meeting Minutes

PASSES

Approval of Minutes

Motion No. 6850


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

Consent Agenda

Motion No. 6851

Scott Stewart – M, Richard Fimbres – S, to approve the Consent Agenda, with Addenda to Items 15.1 New Appointments; 15.2 Adjunct Faculty Appointments, and 15.3 Temporary Appointments.

15.1 New Appointments
15.2 Adjunct Faculty Appointments
15.3 Temporary Appointments
15.4 Faculty Regular Appointments 2009/2010 Fiscal Year
15.5 Fall 2009 and Spring 2010 Sabbatical Recommendations
15.6 Spring 2009 Paid Professional Development Leave Recommendation
15.8 Grant Proposal/Sub-recipient Agreement: Ventana Research Corporation/National Science Foundation An Investigation of Polyphenols and Their Derivatives in Chemistry
15.10 Agreement Addendum: Carondelet Health Network Associate Degree Nursing Program Agreement
15.11 Resolution: Pascua Yaqui Revenue Sharing

Board Policy 3501: Admissions and Registration – Final Reading

Dr. Suzanne Miles noted that there was a change in wording of last paragraph.

Motion No. 6852
Scott Stewart – M, Richard Fimbres – S to approve the Final Reading of Board Policy 3501: Admissions and Registration

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

Intergovernmental Agreement: Arizona Department of Public Safety Phlebotomy for Law Enforcement Program Agreement

Motion No. 6853
Sherryn Marshall – M, Scott Stewart – S, to approve The Intergovernmental Agreement: Arizona Department of Public Safety Phlebotomy for Law Enforcement Program Agreement

Vote: All Board members present voted “aye” by voice vote, except Richard Fimbres, who abstained. Motion carried.

Withdrawal from AADGB (Arizona Association of District Governing Board)

Motion No. 6854
Scott Stewart – M, Richard Fimbres – S, to approve Withdrawal from AADGB (Arizona Association of District Governing Board)
Vote: All Board members present voted “aye” by voice vote. None were opposed. Motion carried.

Adjournment

The meeting adjourned at 9:00 p.m.

________________________________________
Secretary

________________________________________
Date
Recommendation:

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

13.1 New Appointments
13.2 Temporary Appointments
13.3 Administrator Contracts 2009/2010
13.4 Board Policy 3202: Course Materials - Final Reading
13.5 Grant Proposal: Governor's Office of Highway Safety, 2009 Selective Traffic Enforcement Program
13.6 Intergovernmental Agreement: Arizona Department of Economic Security Child Care Professional Training Program
13.7 Curriculum Recommendations — Program Inactivation: Developmental Disabilities Rehabilitation - Certificate
TO: Board of Governors                     DATE: 3/11/09
FROM: Chancellor                           ITEM NO: 13.1
SUBJECT: New Appointments

Recommendation:

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

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.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors  DATE: 3/11/09
FROM: Chancellor  ITEM NO: 13.2
SUBJECT: Temporary Appointments

Recommendation:

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

Background:

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

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

Alfaro, Joseph A.  Instructor  CC
Hourly Rate: $ 15.60
Education: High School Diploma, Sunnyside High School, Tucson, Arizona
Experience: Mr. Alfaro has over twenty years of trucking industry experience working at Old Dominion Freight Line, Federal Express Freight, Golden Eagle Distributors, and Tucson Electric Power Company.

Clark, Nathan P.  Instructor  CC
Hourly Rate: $60.00
Education: Bachelor of Science, Business Management and Accounting, Western International University; Master of Business Administration, University of Phoenix
Experience: Mr. Clark has been a financial analyst and personal banker for the National Bank of Arizona since 2007. He also has banking experience with JP Morgan Chase and Bank of America. He was also a manager at the Bisbee Inn.

(Continued)
Davis, Stephen  
**Instructor**  
DC  
Hourly Rate: $20.53  
Education: Coursework, Fire Science and Sign Language, Pima Community College  
Experience: Mr. Davis was involved with sign language for many years and also worked for four years as owner and manager of Kids Center. Previous to this, he worked as a waiter at the Montana Avenue restaurant.

Docekal, Donna  
**Instructor**  
CC  
Hourly Rate: $20.53  
Education: Bachelor of Science, Elementary Education, Fitchburg State College, Fitchburg, Massachusetts; Master of Education, Special Education, Fitchburg State College, Fitchburg, Massachusetts  
Experience: Ms. Docekal has 33 years of experience as a Literacy Tutor and consultant using the Wilson Method to teach adult literacy. She has thirteen years of teaching experience in elementary schools, including being a reading specialist and special education teacher.

Farah, Abdikadir  
**Support Assistant**  
EC  
Hourly Rate: $12.71  
Education: High School Diploma, IFO Secondary School, Dadaab, Kenya  
Experience: Mr. Farah is currently volunteering at Project RAISE as a Support Assistant. He also worked for the United Nations High Commissioner for Refugees (UNHCR) as an interpreter.

Gebow, Charles  
**Event Assistant II**  
WC  
Hourly Rate: $7.25  
Education: Coursework, Theater Arts, Pima Community College  
Experience: Mr. Gebow has previous experience in customer service.

Harp, Donald  
**Lab Assistant**  
DC  
Hourly Rate: $12.71  
Education: Bachelor of Science, Environmental Sciences and Chemistry, University of Arizona  
Experience: Mr. Harp has three years experience as a lab assistant in the Biology Learning Center and has tutored a variety of sciences, here, at the University of Arizona and abroad. He has also worked in the Hunter Entomology research lab at the University of Arizona; has created and taught an Environmental Science summer course for visiting high school students through the University's Environmental Sciences Department. He has also taught English to native Spanish speakers and Spanish to native English speakers in Mexico.

Howard, Laura M.  
**Instructor**  
CC  
Hourly Rate: $60.00  
Education: Bachelor of Arts, Philosophy, University of Missouri St. Louis; Master of Arts, Philosophy, University of Missouri St. Louis  
Experience: Ms. Howard has been an adjunct instructor at Pima College since 2004, teaching philosophy and social and political ethics. She has also taught classes at the

(Continued)
University of Arizona since 2003 in ethics, social and political justice, metaphysics, epistemology and personal morality.

**Love, Christopher**  
*Tutor II*  
*NW*  
Hourly Rate: $7.50  
Education: Coursework, Liberal Arts, Pima Community College  
Experience: Mr. Love has no previous work experience.

**MacKinney, Debbie**  
*Event Assistant III*  
*WC*  
Hourly Rate: $10.00  
Education: Associate of Arts, Business, Youngstown State University Bachelor of Fine Arts, Theatre Arts Education, University of Arizona  
Experience: Ms. MacKinney has experience working as a costumer in a musical.

**Ryden, Patrick D.**  
*Assistant Football Coach*  
*WC*  
Hourly Rate: $10.00  
Education: Coursework, General Studies, Pima Community College Bachelor of Science, History/Social Studies, Northern Arizona University  
Experience: Mr. Ryden has nineteen years of experience as a high school football coach, most recently as the Head Football Coach at Rincon University High School. He has coached at Flowing Wells High School, Santa Rita High School, and Canyon Del Oro High School. In his capacity as Assistant Freshman and Junior Varsity Coach, Varsity Coach, and Varsity Defense Coordinator, he currently teaches American History at Rincon University High School.

**Smith, Roger J.**  
*Instructor*  
*CC*  
Hourly Rate: $20.53  
Education: Certificate; Dual EFI System, 5.7 Liter Diesel Engine, Computer Command Control Engine Performance; General Motors Corporation  
Experience: Mr. Smith has ten years of experience in teaching Automotive Technology with Pima Community College. He was employed for four years with Big Two Oldsmobile/Toyota.

**Tyree, Steven**  
*Tutor I*  
*NW*  
Hourly Rate: $7.25  
Education: Coursework, Liberal Arts, Pima Community College  
Experience: Mr. Tyree has studied the German language he is currently working at Swenson’s Ice Cream Parlor.

**Wasson, Shawn R.**  
*Assistant Football Coach*  
*WC*  
Hourly Rate: $10.00  
Education: Bachelor of Science, Health Related Professions-K-12 Physical Education, University of Arizona  
Experience: Mr. Wasson is the Department Head for Physical Education at Santa Rita High School, where he is also the Assistant Varsity Football Coach. He also taught physical education and served as the Head Football Coach at Catalina Magnet High School. At Flowing Wells High School he was the Assistant Head Football Coach, Head Soccer Coach and physical education teacher. Throughout his

(Continued)
career, Mr. Wasson has coached the defensive line, assisted with special teams, scouted and evaluated players, and coached twenty first team all region players. In 2002, Mr. Wasson was the Southern Arizona Coach of the Year.

Watson, Jeffrey W.  
**Assistant Football Coach**  
WC  
Hourly Rate: $10.00  
Education: Coursework, History and Business, Pima Community College  
Experience: Mr. Watson is currently employed by Riddell/All-American as a Sales Representative. He has been the football equipment manager at Canyon Del Oro High School, Flowing Wells High School, and the Utah Pioneers, a professional spring football league. Throughout his career, Mr. Watson has fitted equipment, ordered, repaired, and cleaned equipment, reconditioned helmets and supervised the laundering of practice and game clothing. He has also conducted and maintained equipment inventories.

Willard, Matthew  
**Assistant Football Coach**  
WC  
Hourly Rate: $10.00  
Education: Bachelor of Science, Secondary Physical Education, University of Arizona  
Experience: Mr. Willard is currently a Physical Education Teacher at Liberty Elementary School in the Sunnyside Unified School District. He was the Varsity Football Coach at Rincon High School and Canyon del Oro High School, and the Junior Varsity Football Coach at Flowing Wells High School. Throughout his career he has coached offensive and defensive lines at both the varsity and junior varsity levels.

Young-Smith, Dea  
**Event Assistant III**  
WC  
Hourly Rate: $10.00  
Education: Bachelor of Science, Clothing and Textiles, Texas Tech; Master of Arts, Museum Science, Texas Tech  
Experience: Ms. Young-Smith has a teacher certificate from Angelo State University, Texas. She has experience working as a costumer in a musical.

**Contact Person:**

Lynne Wakefield, Assistant Vice Chancellor for Human Resources (206-4624)
TO: Board of Governors  
FROM: Chancellor  
SUBJECT: Administrator Contracts 2009/2010

Recommendation:

The Chancellor recommends that the Board of Governors approve the following administrator regular appointments for 2009/2010. Furthermore, the Chancellor recommends that the Board authorize the Chancellor, or designee, to sign the employment contracts for administrator personnel on behalf of the College District.

Background:

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

It is essential to clarify that while the appointment of each administrator may be for the full fiscal year, his or her assignment may be changed during the course of the year in accordance with the applicable Board policy. The administrators listed on the attached pages are recommended for a regular appointment for 2009/2010.

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

Roy Flores, Chancellor

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

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

Name: Armstrong, Doreen  
Job Title: Executive Director of Employee Counseling and Personnel Services  
Education: Master of Arts in Education, Counseling, Northern Arizona University; Bachelor of Science, Psychology, Northern Arizona University.  
Experience: Hired as the Director of Compensation, Employment, and Human Resources Information Systems, April 1993. Currently serving as the Executive Director for Employee Counseling and Personnel Services.

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

Name: Bia, Johnson  
Job Title: Campus President  
Education: Doctor of Philosophy, Agricultural Education, Iowa State University; Master of Science, Agricultural Education, Bachelor of Science, Agricultural Education, University of Arizona

(Continued)
Hired as the Dean of the Skill Center in November 1992. Currently serving as the Campus President, Downtown Campus.

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

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

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

Name: Elasowich, Mary E.
Job Title: Vice President of Student Development
Education: Master of Arts, Psychology and Counseling, Assumption College; Bachelor of Science, Nursing, University of Phoenix; Bachelor of Arts, Psychology, University of Massachusetts
Experience: Hired as an Instructional Faculty member in 1975. Currently serving as the Vice President of Student Development, West Campus.

Name: Flores, Teresita M.
Job Title: Executive Director of Employment and Legal Affairs
Education: Juris Doctor, Bachelor of Science, Architectural Design, University of Arizona.

(Continued)
Experience: Hired as Grants Development Program Manager in 1999. Currently serving as Executive Director of Employment/Legal Affairs.

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

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

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

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

Name: Gillis, John E.
Job Title: Division Dean of Instruction
Education: Master of Arts, Industrial Relations, University of Minnesota, Minneapolis Bachelor of Science (Teaching), Social Studies, Minnesota State University, Mankato

(Continued)
<table>
<thead>
<tr>
<th>Name:</th>
<th>Ginter, Mary Beth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job Title:</td>
<td>Division Dean of Instruction</td>
</tr>
<tr>
<td>Education:</td>
<td>Hired in 2005 as Advanced Program Manager at the Community Campus, Public Safety and Emergency Services Institute. Currently serving as the Division Dean, Health Related Professions, West Campus.</td>
</tr>
<tr>
<td></td>
<td>Doctor of Philosophy, Higher Education, University of Arizona; Master of Arts, Languages and International Trade, Eastern Michigan University; Bachelor of Science, Spanish and Human Resource Development, Oakland University</td>
</tr>
<tr>
<td>Experience:</td>
<td>Hired as the Executive Assistant to the West Campus President in 2003. Currently serving as the Division Dean of Instruction, West Campus.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name:</th>
<th>Groover, Diane</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job Title:</td>
<td>Assistant Vice Chancellor of Finance</td>
</tr>
<tr>
<td>Education:</td>
<td>Hired as the Assistant Vice Chancellor of Finance in April 2007.</td>
</tr>
<tr>
<td></td>
<td>Master of Business Administration, Technology Management, Karl Eller Graduate School of Management, University of Arizona; Bachelor of Science, Information Systems, University of Phoenix, Bachelor of Science in Business and Public Administration, Accounting, University of Arizona.</td>
</tr>
<tr>
<td>Experience:</td>
<td>Hired as the Assistant Vice Chancellor of Finance in April 2007.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name:</th>
<th>Haynes, Jerry</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job Title:</td>
<td>Vice President of Student Development</td>
</tr>
<tr>
<td>Education:</td>
<td>Hired as the Dean of Student Development, Community Campus in June 2005. Currently serving as the Vice President of Student Development, Community Campus.</td>
</tr>
<tr>
<td></td>
<td>Master of Education, Curriculum and Administration, Miami University; Bachelor of Science in Education, Speech and Hearing Therapy, Bowling Green University</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name:</th>
<th>Hernandez, Luisa I.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Education:</td>
<td>Hired in 1983 as a Program Coordinator with Pima College Adult Education. Since October 2008 serving as the Division Dean of Adult Education, Community Campus.</td>
</tr>
<tr>
<td></td>
<td>Master of Public Administration, Troy State University, European Campus, Troy, Alabama; Bachelor of Arts and Sciences, Secondary Education, English as a Second Language, Aguadilla Campus, Universidad InterAmerican de Puerto Rico, Puerto Rico.</td>
</tr>
</tbody>
</table>
Name: **House, Cheryl M.**  
Job Title: Executive Director for PCC Foundation  
Education: Bachelor of Science, Journalism, Bowling Green University  
Experience: Hired as the Executive Director for PCC Foundation, September 2003.

Name: **Howell, Anne Rachelle**  
Job Title: Assistant Vice Chancellor for Marketing  
Education: Master of Business Administration, Our Lady of the Lake University; Bachelor of Business Administration, Marketing and Travel/Tourism, University of New Mexico  
Experience: Hired as the Assistant Vice Chancellor for Marketing in September 2008.

Name: **Houston, Patricia G.**  
Job Title: Division Dean of Instruction  
Education: Master of Arts, Spanish Language and Literature, Universidad de la Americas, Mexico City; Bachelor of Arts, Spanish, Syracuse.  
Experience: Hired in 1992 as Instructional Faculty in Spanish. Currently serving as the Division Dean of Instruction, Northwest Campus.

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

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

Name: **Kooi, Jana B.**  
Job Title: Campus President  
Education: Master of Arts, Educational Leadership, Western Michigan University; Bachelor of Arts, Speech Communication, Calvin College  

(Continued)
Experience: Hired as the Provost at Community Campus in October 1991. Currently serving as the Campus President, Community Campus.

Name: Lammers, Darla J.
Title: Division Dean of Instruction
Education: Juris Doctor, University of Arizona; Bachelor of Arts in Education, Elementary Education.
Experience: Hired as Instructional Faculty in the Paralegal Program at the Downtown Campus in 1995. Currently serving as the Division Dean of Instruction, West Campus.

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

Name: Leible, Arthur P.
Job Title: Assistant Vice Chancellor for Information Technology
Education: Master of Business Administration, Business Information Systems, City University, Bellevue, Washington; Bachelor of Science, History, University of Wisconsin Oshkosh, Oshkosh, WI.
Experience: Hired in April 2008 as the Assistant Vice Chancellor for IT and currently serving in this capacity.

Name: Martinez Sanchez, Mary Ann
Job Title: Vice President of Instruction
Education: Doctor of Philosophy, Psychology, Master of Arts, Psychology, University of Notre Dame; Bachelor of Arts, Psychology and Economics, Duke University
Experience: Hired as an Instructional Faculty member in 1996. Currently serving as the Vice President of Instruction, East Campus.
Name: **Mayhew, Marty**  
Job Title: Division Dean of Instruction  
Education: Master of Science, Education, University of Southern California; Master of Science, Nursing, University of Colorado; Bachelor of Science, Nursing, University of Nevada, Las Vegas  
Experience: Hired as a faculty member in 1996. Currently serving as the Division Dean of Instruction for Nursing, West Campus.

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

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

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

Name: **Miles, Suzanne L.**  
Job Title: Provost/Executive Vice Chancellor for Academic and Student Services  
Education: Doctor of Philosophy, Communication, University of Arizona; Master of Arts Communication, Arizona State University; Bachelor of Arts, Speech, Northwestern University
Experience: Hired as the Associate Dean of Instruction, East Campus, 1992. Currently serving as the Provost/Executive Vice Chancellor for Academic and Student Services.

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

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

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

Name: Padgett, David
Job Title: Vice President of Instruction
Education: Master of Business Administration, Business Administration, Mississippi State University; Bachelor of Science, Business, Marketing, Mississippi State University
Experience: Hired as an Institutional Research Analyst in October 1982. Currently serving as the Vice President of Instruction, Northwest Campus.

(Continued)
Name: **Ramirez, Raul**  
Job Title: Vice Chancellor for Community Relations and Institutional Outreach  
Education: Doctor of Education, Educational Management, New Mexico State University; Master of Science, Biological Sciences, Bachelor of Arts, Psychology, University of Texas at El Paso.  
Experience: Hired as the Campus President, East Campus, May 2004. Currently serving as the Vice Chancellor for Community Relations and Institutional Outreach.

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

Name: **Richmond, Nichola C.**  
Job Title: Executive Director for Planning and Institutional Research  
Education: Doctor of Philosophy, Philosophy, University College London; Bachelor of Science, Geophysics, University of Southampton.  
Experience: Hired in January 2008 as Research Project Manager. Currently serving as the Executive Director for Planning and Institutional Research.

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

Name: **Roush, Ted A.**  
Job Title: Vice President of Instruction  
Education: Master of Science, Business Administration, Boston University; Bachelor of Science, Behavioral Science, United States Air Force Academy  
Experience: Hired as the Educational Program Coordinator for Davis-Monthan Air Force Base in September 2000. Currently serving as the Vice President of Instruction, Desert Vista Campus.
Name: Russell, Nancy L.
Job Title: Vice President of Workforce and Business Development
Education: Master of Education, Educational Administration, Master of Business Administration, Management and Finance, Texas A&M; Bachelor of Science, Construction Management, Michigan State University
Experience: Hired as the Program Manager of the Small Business Center in July 2001. Currently serving as the Vice President of Workforce and Business Development.

Name: Sawma, Joseph Terry
Job Title: Vice President of Adult Education
Education: Doctor of Education, Higher Education Administration, Baylor University, Waco, Texas; Master of Arts, Biology, Bachelor of Science, Biology, State University College of New York at Buffalo.
Experience: Hired as the Dean of Adult Education in March 2008 and currently serving in this position.

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

Name: Sorenson, Nancee J.
Job Title: Vice President of Student Learning Support Services
Education: Master of Science, Agency Counseling, Bachelor of Science, Psychology, Indiana State University
Experience: Hired as Campus Admissions Director in November 1992. Currently serving as the Vice President of Student Learning Support Services, West Campus.
<table>
<thead>
<tr>
<th>Name</th>
<th>Job Title</th>
<th>Education</th>
<th>Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Soto, Edgar F.</td>
<td>Executive Director of Athletics</td>
<td>Master of Education, Bilingual and Multicultural Education, Northern Arizona University; Bachelor of Arts, Sociology, University of New Mexico</td>
<td>Hired as Sports Marketing Coordinator in 1999. Currently serving as the Executive Director of Athletics.</td>
</tr>
<tr>
<td>Soto, Juan</td>
<td>Vice President of Student Development</td>
<td>Master of Education, Educational Leadership; Bachelor of Arts in Education, Social Studies, Northern Arizona University.</td>
<td>Hired in 2001 as a K-12 Outreach and Enrollment Services Coordinator. Currently serving as the Vice President of Student Development, East Campus.</td>
</tr>
<tr>
<td>Steinman, Stan</td>
<td>Senior Assistant to the Provost and Executive Vice Chancellor</td>
<td>Master of Public Administration, Public Administration, George Washington University; Bachelor of Arts, Political Science, University of Arizona</td>
<td>Hired as an Education Coordinator in August 1997. Currently serving as the Senior Assistant to the Provost and Executive Vice Chancellor for Academic and Student Services.</td>
</tr>
<tr>
<td>Tilson, Heather</td>
<td>Division Dean of Instruction</td>
<td>Doctor of Philosophy, Educational Leadership and Learning Technologies, Drexel University; Master of Business Administration, Management, West Chester University; Bachelor of Science, Business Administration, Marketing, Management, East Carolina University</td>
<td>Hired as the Executive Director for Research and Planning, January 2006. Currently serving as the Division Dean of Instruction Workforce and Business Development, Community Campus</td>
</tr>
<tr>
<td>Vosberg, Anne M.</td>
<td>Vice President of Student Development</td>
<td>Doctor of Education, Educational Leadership, Northern Arizona University; Master of Education, Counseling/Guidance, University of Arizona; Bachelor of Arts, Psychology, Smith College</td>
<td></td>
</tr>
</tbody>
</table>
Experience: Hired as a Human Resources Analyst/Coordinator, October 1994. Currently serving as the Vice President of Student Development, Downtown Campus.

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

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

Name: **Wheeler, Elizabeth E.**
Job Title: Division Dean of Instruction
Education: Master of Arts, Applied English Literature, Bachelor of Arts, Spanish, University of Texas at El Paso
Experience: Hired as an Instructional Faculty member in August 2000. Currently serving as the Division Dean of Instruction, Desert Vista Campus.

Name: **Wright, Daniel C.**
Job Title: Division Dean of Instruction
Education: Doctor of Philosophy, Botany, University of Maryland; Master of Business Administration, Information Systems, Pace University; Bachelor of Science, Biology, West Virginia University
Experience: Hired as Division Dean, Downtown Campus, January 2000.
TO: Board of Governors  DATE: 3/11/09
FROM: Chancellor  ITEM NO: 13.4
SUBJECT: Board Policy 3202: Course Materials — Final Reading

Recommendation:

This is the final reading of the revised Board Policy 3202: Course Materials. The Chancellor recommends that the Board of Governors approve the policy.

Background:

Recognizing the significance to students of the increasing cost of textbooks and other course materials, the Board of Governors pursuant to A.R.S. § 15-1891 directs the administration to adopt policies that instruct faculty members or any other employees regarding the timelines and processes of course materials adoption.

Changes to the A.R.S. adopted by the Legislature in 2008 requires a publisher, upon request by a faculty member or others in a position of selecting course materials, to identify whether course material are sold separately or bundled, make available the suggested retail price, the estimated wholesale price, copyright dates of previous editions along with summary of changes in the new edition compared to the last version. The College is required to notify faculty of these requirements and adopt policies to encourage faculty to participate. The Higher Education Opportunity Act will require Colleges to the extent practicable to publish on the internet course schedules the ISBN number, and retail price of each required and recommended textbook and supplemental materials. Textbook publishers are also required to offer unbundled textbooks and supporting material.

This revised Board Policy has been taken to the Chancellor’s Cabinet and the Faculty Senate.

This recommendation relates to Initiative 1, Strategy 1.2 of the Pima Community College 2008-2011 3-year plan, which states: Create Effective Learning Environments to ensure student success.

Financial Considerations:

There are no additional funds associated with this action.

Contact Person:

Dr. Suzanne L. 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.
TO: Board of Governors

FROM: Chancellor

SUBJECT: Grant Proposal: Governor’s Office of Highway Safety 2009 Selective Traffic Enforcement Program

Recommendation:

The Chancellor recommends that the Board of Governors approve the 2009 Selective Traffic Enforcement Program grant proposal and acceptance of the grant award from the Governor’s Office of Highway Safety as soon as a contract is established.

Background:

Through the 2009 Selective Traffic Enforcement Program, The Pima Community College (PCC) Department of Public Safety would target the following problem areas: DUI/Alcohol/Drugs Enforcement, Speed Enforcement, and Occupant Protection. Through education and enforcement, the PCC Department of Public Safety would utilize the funding to enforce the current traffic laws throughout the college community. The PCC Department of Public Safety would also educate the College community in safety issues involving child car seat and bicycle safety; this would coincide with the college goal to “create partnerships with business and industry, the local schools, government, and other constituencies that enhance the community.”


Financial Considerations:

The total grant amount being requested is $11,000. The table below illustrates the expense items to be supported by the grant:

Expense Items

Personnel costs for overtime to support:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Three car seat checks</td>
<td>$4,900</td>
</tr>
<tr>
<td>Holiday DUI Task Force</td>
<td>$6,100</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$11,000</td>
</tr>
</tbody>
</table>

No matching funds or institutionalization of the program are required as a condition of the grant.
The College has evaluated the risks associated with the proposed activities and had determined they do not represent an undue liability. An Intergovernmental Agreement will be reviewed by College staff and will be approved as to form by College legal counsel.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors  
FROM: Chancellor  
DATE: 3/11/09  
ITEM NO: 13.6  
SUBJECT: Intergovernmental Agreement:  
Arizona Department of Economic Security  
Child Care Professional Training Program  

Recommendation:

The Chancellor recommends that the Board of Governors approve a renewal of the Intergovernmental Agreement with the Arizona Department of Economic Security (DES) for Pima Community College Workforce and Business Development to continue providing child care professional training for the period beginning March 1, 2009 through February 28, 2010.

Background:

Pima Community College has been providing child care professional training for the Arizona Department of Economic Security since 2000. In January 2009, the DES Child Care Administration notified the College that it wished to renew the contract.

In collaboration with the Arizona Department of Economic Security, the College developed a 3.75 credit course to deliver the requested curriculum. DES selects and sponsors clients interested in entry-level child care positions and refers these clients to the College for training. Each class is offered in a 20-student cohort format and is taught within a two-week timeframe.

Entering into this Intergovernmental Agreement supports the following College initiatives:

- **Strategy 1.3** Develop and enhance effective educational and business partnerships to increase learning opportunities for students.  
  - Action: 1.3.3 Increase partnerships college-wide.

- **Strategy 4.1** Expand College access and outreach  
  - Action: 4.1.1 Identify and connect community partners in a concerted effort to initiate a solid statewide P-20 program that stimulates higher educational expectations across all economic and social spectra.

- **Strategy 4.1** Expand College access and outreach  
  - Action: 4.1.3 Establish scheduling choices and opportunities that allow students variable start and end dates to extend or contract course length according to individual needs.

The College has reviewed the Intergovernmental Agreement and associated activities, evaluated the risks associated with the proposed activities, and determined they do not present an undue liability.

(Continued)
Financial Considerations

The Arizona Department of Economic Security will reimburse the College at the negotiated rate of $6,800 for each class taught. Six classes are scheduled during this contract period.

Contact Person:

Jana Kooi, Community Campus President (206-6577)

\[Signature\]

Dr. Roy Flores, Chancellor
TO: Board of Governors  DATE: 3/11/09
FROM: Chancellor  ITEM NO: 13.7

SUBJECT: Curriculum Recommendations – Program Inactivation:
Developmental Disabilities Rehabilitation – Certificate

Recommendation:

Per Board Policy 3105, Curriculum, the Chancellor recommends that the Board of Governors approve the inactivation of the Developmental Disabilities Rehabilitation Certificate for Direct Employment.

Background:

The Pima Community College West Campus recommends inactivating this program due to insufficient student interest and enrollment. The courses contained within the certificate will remain active, and students may apply the coursework to one of the remaining Social Services certificates or degrees. There has been one graduate of this program in the past three years.

This action supports the 2008-2011 Pima Community College Plan, specifically Initiative 4, Action 4.1.4 which states: Accelerate the curriculum process to be more responsive to new program development and changing market needs.

Financial Considerations:
None.

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

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
SUBJECT: Contracts: Employee Dental Plans

DATE: 3/11/09
ITEM NO: 14

Recommendation:

The Chancellor recommends that the Board of Governors accept the Employers Dental Services and United Concordia Companies, Inc. dental benefit proposals for the period July 1, 2009 through June 30, 2010.

Background:

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

For FY 2009-10 benefit-eligible employees will have the same rates as FY 2008-09 with enhancements to their benefits. Employers Dental Services has added veneers to its plan. United Concordia now includes coverage for full-mouth debridement, additional cleanings during pregnancy, and incentives for preventative care.

Financial Considerations:

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

Contact Person:

Dr. David Bea, Executive Vice Chancellor for Administration (206-4519)
TO: Board of Governors  
FROM: Chancellor  
SUBJECT: Contract: Employee Life Insurance Benefit  
DATE: 3/11/09  
ITEM NO: 15

Recommendation:

The Chancellor recommends that the Board of Governor accept the Sun Life Financial, Inc. life insurance benefit proposal for the period July 1, 2009 through June 30, 2010.

Background:

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

The College currently provides a term life insurance benefit of 1.5 times an employee’s annual salary with a minimum benefit of $50,000. Additionally, employees have the option of purchasing an increase in their benefit amount and buying life insurance coverage for their spouse and children.

Financial Considerations:

Based upon an estimate of 1,350 benefit-eligible employees, the College-paid cost is projected to be $350,000 with a potential total contract value of $521,000. Projections are based upon current salaries and optional life insurance enrollments and are subject to change based upon employee elections and salary changes.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors  DATE: 3/11/09
FROM: Chancellor  ITEM NO: 16
SUBJECT: Contract: Facility Audit Update

Recommendation:

The Chancellor recommends that the Board of Governors approve a contract with Kitchell Capital Expenditure Managers, Inc. to complete a comprehensive facility audit of all Pima Community College facilities.

Background:

In order to ensure the sustainability of the campus and to develop a long range planning approach to our capital assets, the College is enlisting a firm to assess the condition of all College facilities and plant equipment. Specifically, the firm will evaluate the structural, mechanical, and electrical systems, will review regulatory compliance, and will assess utilities usage at all College facilities. The audit will identify costs associated with deferred maintenance, and will include short and long term strategies for facilities replacement and renewal. Additionally, the process will include the bar coding of all equipment and input of tracking information into the College’s facility management system. The information derived from the audit will facilitate capital replacement planning, maintenance scheduling, and will inform master planning efforts in the future. This project was approved as part of the FY08 and FY09 capital budgets.

Kitchell Capital Expenditure Managers, Inc. is based in Phoenix, Arizona with a corporate mission to provide project and construction management services to public sector entities. They have completed more than 600 public sector projects valued at more than $12 billion, including projects for school districts, colleges, universities, libraries, museums, police and fire stations, and theatres.

Kitchell was one of eight firms that responded to the request for proposals with four finalists identified to make on-site presentations. A College workgroup recommended Kitchell based on firm and staff experience, proposed software systems, project plan, and sample deliverables.

Financial Considerations:

The fee for the audit, including reports, transfer of data, and training is $491,000.

Contact Person:

Dr. David Bea, Executive Vice Chancellor for Administration (206-4519).
Addendum
Temporary Appointments
Item No. 13.2
BOG 3/11/09

Barraza, Geraldina
Instructor
CC
Hourly Rate: $20.53
Education: Bachelor of Arts, Sociology, University of Arizona Master of Arts, Library Science and Information Resources, University of Arizona
Experience: Ms. Barraza has twelve years of experience as a teacher in elementary and middle schools. She has taught math, science, social studies, English and reading.

Keegan, Robert
Instructor
CC
Hourly Rate: $20.53
Education: Bachelor of Arts, Psychology, University of Arizona
Experience: Mr. Keegan has been an adult education instructor for six years. Before 2007, he worked with Pima Community College Adult Education and more recently with Pima County Adult Probation.

Murphy, Danielle E.
Special Projects Professional
CC
Hourly Rate: $23.00
Education: Bachelor of Arts, Elementary Education, Franklin Pierce; Master of Education, Special and Gifted Education, University of Phoenix
Experience: Ms. Murphy has worked as a teacher in the Altar Valley and Sunnyside School Districts over the past twelve years while working part time as a Firefighter/EMT-B for the Three Points Fire District and Silverbell Fire Department. She is a certified Firefighter I & II in the State of Arizona, a Nationally Registered EMT-B and has earned numerous other fire service related credentials from the International Fire Service Accreditation Congress (IFSAC).

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

[signature]
Dr. Roy Flores, Chancellor